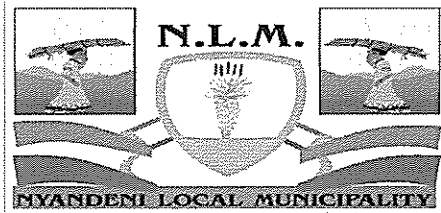


# NYANDENI LOCAL MUNICIPALITY

**PHYSICAL ADDRESS:**  
**Municipality Building**  
**B.N. Nomandela Drive**  
**LIBODE**  
**POSTAL ADDRESS:**  
 Private Bag X 504  
 5160



Tel: 047 5555 024  
 047 5555 000  
 047 5550 278  
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*"Deciding with the people, not for the people"*

Date: 13 September 2021

## REQUEST FOR QUOTATIONS

<b>TO:</b>	<b>ALL PROSPECTIVE SERVICE PROVIDERS</b>
<b>PROJECT NAME:</b>	<b>TRAINING FOR LANDFILL SITE WORKERS</b>
<b>REQUESTOR:</b>	<b>NYANDENI LOCAL MUNICIPALITY</b>
<b>QUOTATION NO.</b>	<b>NLM 47/2021</b>
<b>SITE CLARIFICATION MEETING (COMPULSORY):</b>	<b>20 September 2021 @ 10h00</b>
<b>QUOTATION TO BE DELIVERED BY:</b>	<b>27 September 2021 @ 12H00</b>

### SPECIFICATION OF ORDER

Proposals are requested from experienced service providers for with skills and experience to submit proposal with quotation for the landfill operations training Supply and Delivery of Studio Equipment for Artist Raid Project.

The purpose of this request for proposal is to get suitable training service providers with extensive experience on landfill operations to submit their proposal with quotation for the above-mentioned training interventions, which the NLM has identified as key to unlocking operations of the Libode Landfill Site.

#### TERMS OF REFERENCE:

- **Terms of reference**

The Service provider will be expected to conduct a two-day Landfill Operations Basic training to waste Management Officials and landfill workers. On the third and fourth day, it will be a field excursion for practical training at the landfill site identified for bench marking.

**The theory training will have the following package contents on the first two days**

- Waste Screening (Handling, separation, storing and disposal of waste);
- Scale house operation (Weighbridge Controllers roles and recording);
- Spotter and General Waste Management duties (litter control, Alien plants removal and general maintenance)
- Disposing method on cells and compacting method;
- Landfill gas and Leachate Management;
- Safety and Environment
- Ground water monitoring.

The service provider will be expected to provide: course manuals, Course exam. Certificate of Completion; must be issued at the end of the course in a form of hard copies and soft copies.

The number of people to be trained is expected to be 20 persons.

On the last two days there shall be excursion to an optimal operating landfill site preferable at Marine Hill in Pine Town for practical Exposure. The service provider will be expected to arrange for such excursion the finger launch catering on excursion, with exception of accommodation, meals and transportation.

**ITENERAL FOR THE FOUR DAY TRAINING**

DAY	VENUE	TIME
1	LIBODE LIBRARY	09H00-15H00
2	LIBODE LIBRARY	08H00- 12H00
2	TRAVELLING TO DURBAN	13H00- 18H00
3	PRACTICAL EXPOSURE AT MARINE HILL LANDFILL SITE	09H00- 15H00
4	PRACTICAL EXPOSURE AT MARINE HILL LANDFILL SITE	09H00- 11H00
4	TRAVELLING BACK TO LIBODE	12H00- 17H00

**NB: The Service Provider must have extensive experience in Landfilling operation with proven experience.**

**NB: Site briefing will be compulsory**

- The successful Service Provider is expected to provide all the material per skills course of choice.
- Plan, Organize, Lead, Control and Coordinate the training activities such as venue for practical exposure, finger lunch for two days catering, etc.
- Ensure that suitably qualified persons facilitate the training.
- Provision of printed skills material and soft copy.

**• Expected Deliverables / Outcomes**

On appointment, the Training Service Provider shall ensure that the learners are trained on the prescribed contents and are given practical exposure/ training in the ideal working landfill site and that at the end 100% of the learners are declared competent in the training interventions to be offered.

**• Location of Roll-Out**

The training interventions are expected to be rolled out for a maximum of 4 days including the excursion to landfill site for practical exposure. The theory training must be conducted at Libode Town and practical at Pine Town KZN.

**• Pricing Schedule**

#		Unit price per Item X Person trained X number of 4 days
1.	Theory training for the first two days for 20 persons with manuals, training material and certificates.	
2.	Practical exposure at Marine Hill Landfill	

	The practical exposure will include the following: Leachate management, weighbridge control and administration; Safety and Environment, Waste Screening (Handling, separation, storing and disposal of waste, and disposing method on cells and compacting method.	
3.	Service provider's accommodation for 2 days	
4.	Finger Launch catering for the two days while on excursion for 20 persons.	
5.	Service provider's travelling costs	

### **PROPOSAL CONTENT**

The proposal should contain at least the under-mentioned content.

- **Project Budget and Pricing**

The financial proposal should be prepared on a time and cost basis. Service providers should propose a pricing schedule appropriate to each component of the project and include the total cost of the project, including VAT.

Proposals must remain **valid for 60 days** after the submission date.

The preferred service provider shall be appointed on the basis that the budget submitted in the proposal shall be considered the final project budget. No escalation of costs shall be allowed for, for the duration of the project.

- **Conflict of Interest**

Nyandeni Local Municipality expects the consultants to observe the highest standards of ethics during the execution of this contract and reserves the right to terminate the contract at any stage if it is determined that these standards have been or may become compromised.

All relevant information must accompany all quotations submitted. No late or incomplete quotation will be accepted for consideration.

The municipality reserves the right not to accept the lowest or any quotation.

Quotations will be evaluated on price and preference in terms of the **80/20** point system.

The following documents are to be submitted with the Quotation:

- A copy of Entity Registration Documents.
- A Detailed Company Profile (with relevant past experience)
- Completed Database Registration Form (if not currently registered with Nyandeni Local Municipality)
- Certified ID Copy(ies) of Director(s) (not older than 3 months)
- Declaration of Interest (MBD4)
- MBD 8 and MBD 9
- The provision of preferential Procurement Regulations 2017 will apply
- Billing Clearance Certificate or Statement of Municipal Accounts.
- Entity Tax Compliance Status PIN & Entity Tax Reference Number as issued by SARS (With clear expiry dates)
- An original or certified copy of B-BBBEE certification or Original Affidavit.

- It should be noted that failing to attach the BBEE Status Level Certificate will result in the 20 preference points not being awarded
- In case of a joint venture, an original valid Tax Clearance of both partners should be submitted as well as a signed agreement by both parties
- **Delivery time and availability of stock** must be indicated in the quotation e.g., delivery will take place within five working days after the date of purchase order.
- **Central Supplier Database (CSD) report (All pages must be attached) Not older than 3 months.**

**PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT NO 5, 2000(PPPFA) POINTS WILL BE AWARDED AS FOLLOWS:**

Received Responsive Proposals will be evaluated based on the following criteria of 80/20

Price- 80 Points

B-BBEE Status Level Contribution -20 Points

**Quality (functionality) will be evaluated based on the following:**

**EVALUATION CRITERIA**

Criteria	Weight	Value 1-5	Max Possible Score
<b>Experience: 5 years</b> Relevant to undertake the job. Maximum and minimum of 2 projects that were successfully conducted. Please attach signed letters confirming completed work.	15	Max 5	75
<b>Expertise:</b> Expertise in providing the service and staff that are qualified and to be involved in providing the service on waste landfill operations 2 x Similar Project Successfully Completed=5 1 x Similar Project Successfully Completed=3 0 x Similar Project Successfully Completed=0	15	Max 5	75
Capacity: the Service Provider must have within their team, a personnel with Environmental Management qualifications that must be attached as a proof. Attached proof of both qualification =5 No attached qualification = 1	15	Max 5	75
<b>Methodology:</b> A detailed plan with time frames on how the project will be executed and full compliance with terms of reference must be tabled to the end-user before starting the project,	5	Max 5	25
<b>Total</b>	<b>50</b>	<b>5</b>	<b>250</b>

**Where : 1 = Poor; 2 = Acceptable; 3 = Good; 4 = Very Good; 5 = Excellent**


Tenderers will be evaluated for functionality and those who score equal or more than 60% will be considered for price

Formal written price quotations should be submitted in a sealed envelope, clearly marked "**QUOTATION NLM 47/2021 – TRAINING FOR LANDFILL WORKERS**" which will be placed in the quotation box at Nyandeni Local Municipality, BN Nomandela Drive, Libode, 5160 before 12h00 on **Monday, 27<sup>th</sup> September 2021**.

For technical enquiries, please contact Mr. L. Sheyi at (047) 555 5000/88 and/or Mr. J. Sikhuni at (047) 555 5000/78 during working hours.

**All bidders who are not registered in the Nyandeni Local Municipality database should submit their database registration forms upon quotation submission.**

No late or incomplete quotations will be considered. The only or lowest quotation submitted shall not necessarily be accepted.

  
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**MS. Z. MASUMPA**  
**ACTING MUNICIPAL MANAGER**