

SPECIFICATION

Item	Description	Quantity
1.	<p>DÉCOR FOR A FRAME TENT SEATING 2000 PEOPLE (Handwritten: 2000)</p> <p>Frame Tent (Size 100x200 seating 2000 people) ^{Front only} fully draped with backdrop behind the stage</p> <p>8 Genuine Leather Chairs</p> <p>Roof Stripes with Fairy Lights</p> <p>Glass Coffee Table</p> <p>Fresh Flowers for the Coffee Table</p> <p>Imitation Green Grass Mat For Front and Back Inside of Tent</p> <p>Red Carpet</p> <p>2000 Black and White Chair Covers with tiebacks</p> <p>8x Chandeliers including Installation</p> <p>Podium</p>	<p>1</p> <p>1</p> <p>1</p> <p>1</p>

REQUISITION OFFICER



N. NGWEVUSHE

PROGRAMME SUPPORT OFFICER

APPROVED / NOT APPROVED



B. NGOMANI

MANAGER: COUNCIL SUPPORT

ALFRED NZO DISTRICT MUNICIPALITY



ALFRED NZO DISTRICT MUNICIPALITY

TERMS OF REFERENCE: INTERIOR DECORATION

TERMS OF REFERENCE

NAME OF THE PROJECT: STATE OF THE DISTRICT ADDRESS

BACKGROUND

Open Council Day takes place each financial year and it's a platform where the Executive Mayor reflects on progress on the projects specifically those related to water and sanitation which is the main mandate of the district municipality; and those of the previous year and also tables Municipal Programme of Action (POA) for the district municipality in the State of the District Address (SODA). The SODA emanates from the Municipal Systems Act No 32 of 2000. The Executive Mayor through the SODA tables the council path for the next 5 years along with the new path that the district will be carving towards vision 2030 and its alignment towards the ANDM's legislative service delivery mandate. The POA also takes tune from the State of the Nation Address (SONA) as tabled by the President of the country, President Cyril Ramaphosa with more focus on the five government priorities and also be aligned to the State of the Province Address (SOPA) which was delivered by the Premier of the Eastern Cape, Phumulo Masualle.

The Open Council Day is a mechanism for the Office of the Speaker which complements the IDP and Budget Roadshows by facilitating committees, councillors and structures of civil society to discuss inputs gathered during the roadshows and for the council and the executive Mayor to inform community members of council proposals to deal with issues of concern in the district.

The Open Council Day also provides a platform for direct interactions between government and communities.

OBJECTIVES OF THE OPEN COUNCIL DAY

- Reflect on progress that has been made in bring services to the people of the district
- Present district service delivery programme of action for the 2017/18 financial year and beyond
- Profile government programme of action as influenced by the IDP
- Popularise service delivery interventions done by government
- Provide direct interactions between government and communities

- Profile municipalities turnaround strategies in line with the Back To Basic principles.

LEGISLATIVE BACKGROUND

Section 152(e) of the Constitution of the Republic of South Africa , 1996 of the objects of local government on the need to encourage the involvement of communities and community organisations in the matters of local government.

Section 16 of the Local Government : Municipal Systems Act 32, 2000 provides that a municipality must develop a culture of municipal go.

10. EXPECTED OUTCOMES

The supply, delivery will be managed by Manager : COUNCIL SUPPORT as well as the appointed supplier.

LOCATION

A successful Supplier must be 500 km from Alfred Nzo District Municipality.

1. EVALUATION CRITERIA

The proposals will be evaluated in two stages, namely :

- STAGE 1 : FUNCTIONALITY
- STAGE 2 : PRICE AND BBBEE POINTS

N.B : ONLY BIDDERS WHO SCORE 70% ON STAGE 1 WOULD BE EVALUATED FURTHER AND THEREFORE ELIGIBLE FOR THE AWARD.

2. REQUIREMENTS

A service provider must possess the following :

1. Be registered in the national treasury data base of the suppliers
2. Provide a detailed proposal for work to be done and project charter
3. Submit a valid tax clearance certificate pin
4. Undertake to provide the required service from the date of appointment to the end date
5. The proposal should provide a fixed price including expenses and costs as well as VAT for the entire work. Cost must be presented per deliverables.
6. The bidder must provide at least two contactable references where work was performed.

3. PROJECT MANAGEMENT

The supply, delivery will be managed by the Manager and the Requisition Officer : COUNCIL SUPPORT with the appointed supplier.

The duration of contract is 1 day.

10. PROJECT BUDGET

Service Provider must present a work plan and budget consistent with the amount of work as specified in the "scope of work".

11. BILL OF QUANTITIES (BOQ) FOR INTERIOR DECORATIONS

ITEM	CAPACITY	QUANTITY	RATE	TOTAL
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
VAT at 15%				

REQUISITION OFFICER


A. SIYOYO
OFFICE OF THE SPEAKER

RECOMMENDED /NOT RECOMMENDED BY


B. NGOMANI
MANAGER : COUNCIL SUPPORT

APPROVED /NOT APPROVED BY


Z. H. SIKHUNDLA
MUNICIPAL MANAGER