



ALFRED NZO
DISTRICT MUNICIPALITY

TERMS OF REFERENCE

**[ANDM GIRLS CAMP]
2019/20 FINANCIAL YEAR**

**Issued and Prepared by:
Alfred Nzo District Municipality
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1. BACKGROUND AND OVERVIEW OF THE PROJECT

SPU planned to do Alfred Nzo District Municipality Girls Camp for the girls between 14 – 17 years of age in the second quarter of 2019 / 2020 financial year. The programme seeks to gather adolescent girls and create an opportune moment for adolescent girls to be inducted on life skills. The camp is assembled to create an opportune moment for the girls to realize their worth, understand their bodies and develop their spirit of contributing to transformation of Alfred Nzo Region. The camp will be held during the school holiday of September on the 25 – 29 September 2019.

1.1 INTRODUCTION

The camp is meant to empower adolescent girls with life skills and prepare them for the future challenges of society. The theme of 2019 ANDM Girls Camp is, "Knowing your Worth, (Mind, Body and Spirit)". The narrative is simply that adolescent girls are getting into a stage where they are exposed in a plethora of challenges. These include body changes and development which could lead to unplanned teenage pregnancy if they are not well informed.

They are under immense peer pressure and they find themselves having to abuse substances like alcohol or worse. At times they even start smoking and some have been sexually abused. Alfred Nzo District Municipality prides itself as a youthful district and prioritizes the young people especially girls as future leaders and people with prospect of making change in the region and improve economic status and the orientation of the region.

2. SCOPE & EXTENT OF WORK

- Guide the adolescent girls at the time of their physical and psychological changes.
- Help adolescent girls to understand the physical and psychological changes they are undergoing and the scientific reasons behind the changes.
- Create awareness on various issues like child rights, trafficking of children, child abuse etc.
- Create space and time for social cohesion amongst young girls.
- Educate them about cultural activities of the past and their significance in the modern world.

It should be noted that it is the responsibility of the service provider to ensure that upon submission of proposals, a valid entity registration document, Tax Clearance Certificate/pin and BBBEE Certificate/affidavit is included.

3. PROJECT TIME FRAME

The project time frame will be 5 days, which is anticipated to take place from 09 - 13 September 2019.

4. KEY OUTPUTS/PROJECT MILESTONES/DELIVERABLES

Items	Description	Quantity
1	<p>Alfred Nzo District Municipality is based in The Eastern Cape in line with National Youth Development Strategy seeks the services of a reputable and capable service provider to submit a proposal to Facilitate a 4 days Girls Camp for the selected youth delegates representing all our 4 local Municipalities.</p> <p>Main themes to be covered</p> <ul style="list-style-type: none">➤ Life Skills and Personal development➤ Rights and Responsibilities	4 days

Ideally prior to the sitting of a PSC meeting, a technical verification of work claimed by the service provider, must be undertaken by ANDM officials and some members of the PSC to ensure that ANDM is able to approve claims made by the service provider.

6. SUBMISSION OF BIDS

Proposals must be placed in a sealed envelope and clearly marked: "Project proposal – Accommodation and Camp facilities" and placed in the tender box in the Alfred Nzo District Municipality not later than 10H00 on the _____. Bidders are requested to ensure that their proposals include; Company Registration, a Tax Clearance Certificate/pin and BBBEE Certificate/affidavit.

7. EVALUATION CRITERIA

Evaluation criteria of the tenders;

The bids will be evaluated in two stages, namely:

- Stage 1- Functionality
- Stage 2- Price and BBBEE Points

Only Bidders who score 70% or more on stage 1 would be evaluated further and

ITEM	Weight
STAGE 1 OF EVALUATION – FUNCTIONALITY	100
• Previous Experience	40
• Capacity and Expertise	40
• Methodology	20
STAGE 2 OF EVALUATION – PRICE & PREFERENTIAL POINTS	100
BBBEE POINTS	20
Price	80

therefore eligible for the award.

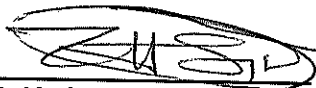
Previous Company Experience	Weighting
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Total Maximum Weighting [20 + 20]	40
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For any queries regarding this tender, please contact [Y. Tantsi] for project related queries; on (039) 254 5025 or;
Supply Chain Management contact for SCM related queries at telephone number 039-254-5134 during office hours.

Alfred Nzo district Municipality
Erf 1400 Ntsizwa Street
Mount Ayliff
4735

Yours in efficient and effective municipal administration



Z. H. Sikhundla
Municipal Manager

Recommendation by Specification Chairperson:

Approved/Not Approved



Mr. L. Mdutyana

Comments by Chairperson:

*Terms of reference approved
by the Bid Specification.*
