



**ALFRED NZO**  
DISTRICT MUNICIPALITY

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**TERMS OF REFERENCE**

**MKHEMANE: COMMUNITY BASED NATURAL RESOURCE  
MANAGEMENT PROJECT**

**2022/23 FINANCIAL YEAR**

**Issued and Prepared by:**

**Alfred Nzo District Municipality**

**ERF 1400 Ntsizwa Street**

**P/Bag x 511**

**Mount Ayliff**

**4735**

**Manager: L. MDUTYANA – WATER SERVICES AUTHORITY**

**Contact Person: Z. MBUYANA**

**Tel: 039 254 5073**

**Fax: 039 254 0343**

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## **BACKGROUND AND OVERVIEW OF THE PROJECT**

### **1.1 INTRODUCTION**

The Office of the Municipal Manager in Alfred Nzo District Municipality (ANDM) is facilitating the implementation of a Community Based Natural Resource Management (CBNRM) in Umzimvubu Local Municipality as mandated by Section 24 of South African Constitution which specifically puts environmental rights into the context of human health, stating “Everyone has the right to an environment that is not harmful to their health or well-being;” As well as recognizing the rights of future generations in the context of sustainable development by stating the importance of environmental protection, for the benefit of present and future generations. There are also measures that are put in place through legislation and strategies that prevent pollution and ecological degradation to promote conservation and secure ecologically sustainable development and use of natural resources while promoting justifiable economic and social development.

### **1.2 OVERALL AND SPECIFIC OBJECTIVES OF THE PROJECT**

#### **1.2.1 Overall objective**

The main objective of this project is to eradicate alien invasive plants to the entire Alfred Nzo District Municipality for protection of water and natural resources. This project will bring rationale on areas of ecological richness areas in Alfred Nzo District Municipality jurisdiction and play role on resource under threat of becoming extinct.

#### **1.2.2 Specific Objectives**

This project is in line with Integrated Development Plan for the district. The project specific objectives are to:

- Capacitate local people in protecting their natural resources (land, water, animals and plants)
- Enable the local residents to play part in improving their quality of life economically, culturally, spiritually through sustainable environmental management practices.
- Community based natural resource management aims at empowering rural communities to make their own decisions about wise use of natural resources.
- Ensure proper catchment management practices through alien invasive plant clearing.

## **2. SCOPE & EXTENT OF WORK**

Bidders are invited from suitably qualified professional service providers to prepare and submit proposals to undertake the following:

- Identify and establish co-operative of maximum of ten (10) beneficiaries in Mkhemane Village.
- Conduct community based natural resource management goals by training beneficiaries on how to sustainable clear the Alien Invasive Plants
- Conduct catchment management to Co-operative beneficiaries and present the importance of being resilient to climate change.
- Identify major causes and priority impacts of alien invasive plants in Alfred Nzo District Municipality.
- Set realistic land care target for protecting wetlands, Donga Rehabilitation and land care.

## **3. PROJECT TIME FRAME**

The project time frame will be 6 months from the date of appointment of the service provider.

## **4. KEY OUTPUTS/PROJECT MILESTONES/DELIVERABLES**

- Establish CBNRM Project in Mkhemane village, Umzimvubu LM upstream water catchment area.
- Assist Councilors and Traditional leaders with criteria for selection of project beneficiaries
- Identify critical areas to be prioritized within mkhemane Area
- Pay agreed stipend for the duration of the project(not exceeding 06 months)
- Conduct onsite training on ecosystem based adaptation program and natural resource (water) management.
- Wetlands along the area of interest should be protected for the interest of flora and fauna.
- Facilitate and support Ecosystem based A program to improve the livelihoods and quality of life for people, conserve natural resources, ecosystem and help reduce rural poverty.
- Assess the presence of critical indigenous species on identified area and ensure protection of such species during the clearing.

## **5. STAKEHOLDERS CONSULTATION**

ANDM will be responsible for the establishment of the Project Steering Committee, whilst the appointed service provider will be responsible for the project deliverables and also engagement and up skilling of the Project Steering Committee.

## **6. PROJECT MANAGEMENT**

The project is to be coordinated and managed by Water Services Authority team led by Assistant Manager: Environmental Management of Alfred Nzo District Municipality. A Project Steering Committee (PSC) made of ANDM officials and other key stakeholders will oversee project implementation and facilitate inter – governmental coordination. The ongoing plans and progress reports from the appointed service provider will have to be submitted to the Project Operational Team Leader and or Project Steering Committee where a process of verification will take place prior to the approval of invoices submitted by the service provider.

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.

**7. REPORTING MECHANISM**

Regular progress reports will be submitted to ANDM and further presented to the Project manager every second week. The Project Manager has the right to change the frequency of reporting as and when necessary.

**8. SUBMISSION OF Bids**

Proposals must be placed in a sealed envelope and clearly marked:  
**“Mkhemane: Community Based Natural Resource Management Project”**  
 and placed in the tender box in the Alfred Nzo District Municipality not later than 10H00 on the \_\_\_\_\_

**9. CAPACITY TO EXECUTE THE WORK**

Evaluation criteria of the Bids;

The bids will be evaluated in two stages, namely:

- Stage 1- Capacity to Execute Work
- Stage 2- Price and Specific Goal

Only Bidders who score 70% or more on stage 1 would be evaluated further and therefore eligible for the award

<b>STAGE 1 OF EVALUATION – CAPACITY TO EXECUTE THE WORK</b>	<b>100</b>
• Previous Experience	50
• Capacity and Expertise	30
• Methodology	20
<b>Total Scoring</b>	<b>100</b>

### Price and Preference

Bids or Quotations will be evaluated according to the 80/20 Point System in compliance with Preferential Procurement Policy Act (5/2000) and Preferential Procurement Regulations 2022.

<b>Preferential Procurement Goals</b>	<b>Proof to be Attached to Claim full Points</b>	<b>Points</b>
Price	N/A	80
Specific Goal		20
<b>Bidders will score Specific Goals as follows</b>		
Empowerment of Women	Attach ID Certified Copies of Directors Claiming Specific Goals; for Bidders to obtain full points the percentage of equity held must be 51% or more	5
Youth	Attach ID Certified Copies of Directors Claiming Specific Goals; for Bidders to obtain full points the percentage of equity held must be 51% or more	5
Disabled	Attach a Signed Letter from Health Practitioner	5
Black Owned Companies	Attach CK and ID Certified Copies of Directors Claiming Specific Goals; for Bidders to obtain full points the percentage of equity held must be 51% or more	5
<b>Total Scoring</b>		<b>100</b>

<b>Previous Company Experience</b>	<b>Scoring</b>
<b>Note: The scoring in this section is not cumulative</b>	<b>50</b>
<b>Traceable record for successful completion of a minimum of (3) or more CBNRM projects with minimum cost of R80 000</b>	<b>50</b>
<b>Traceable record for successful completion of (2) CBNRM projects with minimum cost of R80 000</b>	<b>30</b>

Traceable record for successful completion of (1) CBNRM project with minimum cost of R80 000	10
<b>Total Scoring</b>	<b>50</b>
<p><b>Note COMPULSORY attachments for verifying work done:</b></p> <p><b>1. The ANDM Assessment of Bidder Form must be completed, stamped and signed by previous employer as a means of verifying references for each project undertaken. If 3 Projects were done, 3 Assessment bidder forms must be completed.</b></p> <p><b>2. In ADDITION to the above, a traceable record will be evaluated on the basis of:</b></p> <p><b>- Official purchase orders or appointment letters must be signed by previous employer.</b></p>	

<b>A Project Team with the following areas of expertise:</b>	<b>[30]</b>
<b>Note: The scoring in this section is cumulative</b>	
<b>Team leader with a minimum qualification of NQFL 6 in Environmental Science/Management or any Natural Science formal qualification.</b>	<b>20</b>
<b>Team with one of the following qualifications will get minimum points: National Diploma in Nature Conservation or any Natural Science formal qualification</b>	<b>10</b>
<b>Scoring</b>	<b>30</b>
<b>NB: Attach CV and certified copies not older than 3 months for all qualifications</b>	
<b>Methodology</b>	
<b>Note: The scoring in this section is preferably cumulative, unless justifiable to the Specification Committee</b>	<b>(20)</b>
<b>Explain Procedures on undertaking stakeholder engagement and selection of project beneficiaries.</b>	<b>05</b>
<b>Explain Procedure on establishment and registration of a Community Based Natural Resource Management (CBNRM) cooperative.</b>	<b>05</b>



<b>Explain Procedure on identification of critical areas that support climate change resilience</b>	<b>03</b>
<b>Explanation of Ecosystem Based Adaptation Program</b>	<b>02</b>
<b>Mention relevant legislation governing Climate Change Work.</b>	<b>05</b>
<ul style="list-style-type: none"> <li>• <b>Service provider with knowledge of Three (3) to Four (4) relevant legislation governing Climate Change Work</b></li> </ul>	<b>03</b>
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<b>Total Scoring (30+20)</b>	

For any queries regarding this quotation, please contact Mr Z. Mbuyana for project related queries; on (039) 254 5330 or;

Supply Chain Management contact Ms L Mbewu for SCM related queries at telephone number 039-254-5187 during office hours.

**Alfred Nzo district Municipality  
Erf 1400 Ntsizwa Street  
Mount Ayliff  
4735**

Yours in municipal administration,

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**M VAKALISA**

**MANAGER: IDP/PMS**

**Approved/Not Approved**

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**Mr. L. Mdutyana**

**Comments by Chairperson:**

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<b>Total Scoring (30+20)</b>	

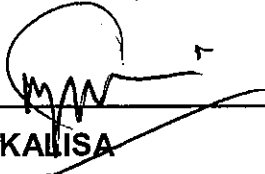
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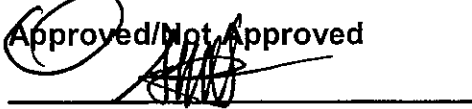
Yours in municipal administration,



M VAKALISA

MANAGER: IDP/PMS

Approved/Not Approved



Mr. L. Mdutyana

Comments by Chairperson:

Mkhemane: CBNRM project

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