



**ALFRED NZO**  
DISTRICT MUNICIPALITY

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**TERMS OF REFERENCE**  
**XOLOBENI : COMMUNITY BASED NATURAL RESOURCE MANAGEMENT**  
**2024/25 FINANCIAL YEAR**

**Issued and Prepared by:**

**Alfred Nzo District Municipality**

**ERF 1400 Ntsizwa Street**

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**4735**

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## **1. 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 Xolobeni Winnie Madikizela Mandela LM 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**

Due to the overwhelming, continuous spread of alien invasive plants and the adverse drought conditions the country is facing, water resources are under pressure which eventually dry up posing water shortage challenges in communities. This is the rationale why natural resource along ecologically rich areas in Alfred Nzo District Municipality jurisdiction are vulnerable and are under threat of becoming extinct.

#### **1.2.2 Specific Objectives**

This project is in line with Integrated Development Plan for the district. The project 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.
- Promoting use of indigenous knowledge systems that seek to address issues of sustainable development.

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

Quotations are invited from suitably qualified professional service providers to prepare and submit proposals to establish and implement the Community Based Natural Resource Management project within the Alfred Nzo District Municipality. A successful Service provider will have to assist ANDM in establishing a community based natural resource management program using ecosystem based adaptation (EbA) approach in Winnie Madikizela Mandela Local Municipality (Xolobeni area). Appointed service provider is expected to ensure smooth running and monitoring of projects and ensure that activities are in line with the relevant environmental legislations. In this ecosystem based adaptation program, the service provider is expected to cover the following sections but not limited to:

- Identify major causes and priority impacts of alien invasive plants in Alfred Nzo District Municipality.
- Recommend means of addressing issues identified as priority impacts of Climate Change in Alfred Nzo District Municipality with specific reference to health, water, agriculture, energy and tourism sectors.

- Set realistic land care target for protecting wetlands, Donga Rehabilitation and land care.
- Encourage reservation of land by traditional leaders for rangeland management activities as to promote sustainable livestock stocking to reduce overgrazing and manage erosion.
- Oversee and give guidance on matters concerning targeted areas for alien invasive plants clearing following ecosystem based adaptation approach.
- Be responsible for program monitoring and ensure smooth running of the program on a daily basis.

### **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 Winnie Madikizela Mandela LM Xolobeni upstream
- Assist Councilors and Traditional leaders with criteria for selection of project beneficiaries
- Identify critical areas to be prioritized within Xolobeni Area
- Conduct social facilitation for establishment of a fully functional cooperative
- 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 EbA 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**

Through consultation between the service provider and the District Municipality, the service provider will provide technical guidance, while municipality of ANDM will be responsible for

undertaking the stakeholder consultation with traditional and elected authorities. Project beneficiaries will be provided to ANDM by the community leaders, thus ANDM and service provider will not undertake the process of recruiting project beneficiaries but rather give the guidance in terms of the required skills, target group etc

## **6. PROJECT MANAGEMENT**

In cases where the appointed service provider appoints the services of other consultants or sub-contractors, the appointed service provider will take responsibility of the work of the sub-contractors. The client will deal with the contracted service provider and not with sub-contracted consultants. The project is to be coordinated and managed by an operational team led by Alfred Nzo District Municipality.

A Project Steering Committee (PSC) comprising of ANDM officials and other key stakeholders will oversee project implementation and facilitate inter – governmental coordination. The ongoing plans and progress reports from the service provider will have to be submitted to the Project Operational Team led by Environmental Officer.

## **7. REPORTING MECHANISM**

It is expected that regular progress reports will be submitted to ANDM and further presented to the PSC on a monthly basis. The Project Manager has the right to change the frequency of reporting as and when necessary.

## **8. SUBMISSION OF BIDS**

Quotations must be sent to [tenders@andm.gov.za](mailto:tenders@andm.gov.za) **reference with bid number failure to do so will lead to disqualification**

**NB: No Dropbox or Links will be accepted**

## 9. CAPACITY TO EXECUTE THE WORK

Evaluation criteria of the quotations;

The bids will be evaluated in two stages, namely:

- Stage 1- Capacity to execute work
- Stage 2- Price and Specific goals

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

ITEM	Scoring
<b>STAGE 1 OF EVALUATION – CAPACITY TO EXECUTE WORK</b>	<b>100</b>
• <b>Previous Experience</b>	<b>50</b>
• <b>Capacity and Expertise</b>	<b>50</b>
<b>TOTAL SCORING</b>	<b>100</b>

### Price and Preference

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

Preferential Procurement Goals	Proof to be Attached to Claim full Points	Points
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	6
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	4
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>
Traceable record for successful completion of (3) or more Community Based Natural Resource Management projects to the value of R50 000.00 each or more	50
Traceable record for successful completion of (2) or more Community Based Natural Resource Management projects to the value of R50 000.00 each or more	40
Traceable record for successful completion of (1) or more Community Based Natural Resource Management projects to the value of R50 000.00 or more	30
<b>Note COMPULSORY attachments for verifying work done:</b>	<b>50</b>

<p><b>1. The ANDM Assessment of Bidder Form (available on our website <a href="http://www.andm.gov.za">www.andm.gov.za</a>) 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>Appointment letters or official purchase orders</b></p>	
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<p><b>Capacity and Expertise to Undertake the Project:</b></p> <p><b>Note: The scoring in this section is preferably noncumulative, unless justifiable to the Specification Committee</b></p>	<b>50</b>
<p><b>A Project Team with the following areas of expertise:</b></p>	<b>[50]</b>
<p>The team with three of the following qualifications will get full points:</p> <p>Bachelor's Degree in Civil Engineering and must be registered to ECSA /Chemical Engineering/ Analytical Chemistry with a minimum of 3 years post Qualification</p>	50
<p>The team with two of the following qualifications will get minimum points :</p> <p>Bachelor's Degree in Civil Engineering and must be registered to ECSA /Chemical Engineering/ Analytical Chemistry with a minimum of 2 years post Qualification</p>	30

<p>A team with one of the following qualifications will get a minimum points</p> <p>Bachelor's Degree in Civil Engineering and must be registered to ECSA /Chemical Engineering/ Analytical Chemistry with a minimum of 1 year post Qualification</p>	<p>20</p>
<p style="text-align: right;"><b>Total Scoring</b></p> <p><b>NB: Attach CV and certified copies not older than 3 months for all qualifications</b></p>	<p><b>50</b></p>

For any queries regarding this tender, please contact Mr M Qumba for project related queries; on (039) 254 5073/89 or; Supply Chain Management contact Mr BCW Makiwane for SCM related queries at telephone number 039-254-5218/5134 during office hours.

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**Alfred Nzo District Municipality**

**Erf 1400 Ntsizwa Street**

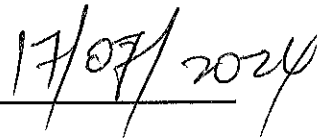
**Mount Ayliff**

**4735**

**RECOMMENDED/ NOT RECOMMENDED**

  
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**MR N.R XOLO**

  
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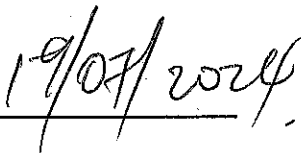
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**DIRECTOR: STRATEGIC GOVERNANCE**

**APPROVED/NOT APPROVED**

  
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**MRS U.P MAHLASELA**

  
\_\_\_\_\_

**DATE**

**ACTING MUNICIPAL MANAGER**

**Comments:**

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