

Mbizana Local Municipality

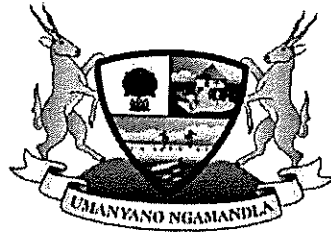
Physical Address

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Manager

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Date: 16 July 2018

Terms of reference for Minor Maintenance of Recreational Facilities in Mbizana Local Municipality

Service Providers are hereby invited to submit a proposal for minor maintenance of Recreational facilities from various wards of Mbizana Local Municipality.

1. Introduction.

The Mbizana Local Municipality seeks for a service provider for the minor maintenance of Community facilities from various wards of Mbizana Local Municipality. These community facilities would be maintained where there is a need of maintenance. Minor maintenance refers to all maintenance relating to door locks, water taps, toilet sits, window panes etc.

2. Purpose

The purpose of developing maintenance of Recreational Facilities ; Terms of Reference will provide the Mbizana Local Municipality with a decision making support system that will assist in providing minor maintenance to all Recreational Facilities of Mbizana Local Municipality.

3. Background

Community Services is responsible for operation of Recreational facilities, Stadiums, Parks, Cemeteries and Open spaces. These facilities are used daily on a daily basis by the community of Mbizana.

4. Aims and Objectives.

The main aim of this project is the appointment of a service provider for the minor maintenance of Recreational facilities to various wards of Mbizana Local Municipality.

5. Project Goal

The main goal of the project is to serve as a tool to improve service delivery basically on Recreational facilities with general maintenance within Mbizana Local Municipality.

6. *Scope of work.*

These terms of reference seeks to facilitate the appointment of a service provider that will maintain Recreational facilities .The scope of work entails supply and maintain Recreational facilities per the need for the duration of 12 months. Services must be rendered within 24 hours after given time by the municipality.

7. Pricing

Pricing will vary on the basis of each reported damage; however the service provider is required to include the following pricing in the proposal. It will also include labour, transport and supply of material.

ITEM	QUANTITY	DESCRIPTION	PRICING PER ITEM	PRICE
1. Window panes	50	Transparent glasses		
2. Ream Locks	30	Steel Union ream lock		
3. Gutters	10X6M	Plastic		
4. Taps	15	Water tank taps Lock up		
5. Toilet seats	25	VIP Black plastic Seat		
6. Doors	10	Mirant doors		
7. Pedal locks	25	Brass		
8. Chain	25	Small chain for		

		gates		
9. Lights	15	Long globes	cubicle	

8. Project Manager

The project manager for this project is the Social Services Coordinator for the municipality.

9. Reporting

Reporting shall be made in line with the project milestones and timeframes. In addition, monthly reports shall be made to the municipality. Reports and meetings may be called on an urgent basis when it is deemed necessary.

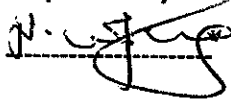
10. Project manager

The project manager for this project is the Social Services Coordinator for the municipality.

11. Duration of the project

The duration of the project will be 12 months.

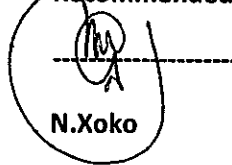
Requested by:



N. Nopinga

(Social Ser. Coordinator)

Recommended by:



N.Xoko

(Manager Soc. & Environ.)

Approved by/ Not Approved



M.M Khuzwayo

(SM: Community Services)

