

**TERMS OF REFERENCE FOR CAPACITY BU SOUTH AFRICAN MARITIME
SAFETY ASSOCIATION
ACCREDITED TRAINING ON SAFETY AND SKIPPERS**

1. PROJECT BACKGROUND

Mbizana local municipality has an estimated population of 281 905 within an area covering 2 806 km². Within the Alfred Nzo District Municipality, Mbizana has a largest population compared to other three municipalities under Alfred Nzo District Municipality, but it is the second largest in number of households. The Municipality is endowed with coastal belt that some local communities rely on it for living.

Mari culture isa small sector that benefits communities living along the coast. Community level fishing and harvesting of marine resources also take place off the coast of Mbizana. It is however largely unregulated and there is an opportunity to start mari-culture farming initiatives which will largely deter illegal harvesting of marine resources.

It is against that background that the Municipality is calling all interested Training Providers accredited by South African Maritime Safety Authority (SAMSA) with profound experience in Marine sector to train 10 small scale.

2. REQUIRED SERVICES

Mbizana local municipality therefore, seeks to procure services of a suitable and experienced service provider who will be able to provide SAMSA accredited training for 10 local SMMEs in the fishery sector.

3. OBJECTIVES

- To capacitate local fishers
- To support small scale fishers with safety and skippers training

4. PROJECT DELIVERABLES

- Safety training for 10 Small scale Fishers
- Conduct fitness tests for all participants
- Skippers training for 10 Small scale Fishers.
- Conduct a 7 day training
- SAMSA accredited category C or B license/ certificate
- Submit completion report with attendance register.

5. PROJECT METHODOLOGY

The Service Provider must provide a detailed outline of the methodology to be used detailing how each of the deliverables will be achieved.

6.ACCOUNTABILITY AND REPORTING STRUCTURE

The service provider will account to Mbizana Local Municipality. The municipality will monitor the training procedure. A service provider should submit a report supported by a daily signed attendance register on completion of the training.

7.PAYMENT

Payment will be done upon submission of detailed report and certificates.

8.REQUIREMENTS

- A service provider must be registered in the central supplier database (CSD)
- A service provider must have a proven track record and references regarding the provision of the required training
- The service must have a minimum of 5 years in the training sector
- A service provider must develop a proposal with clear methodology and processes of providing training and quote for work to be done.
- Company profile to prove experience in the field should also be submitted.
- Service provider must attach references for training undertaken.
- Proof of accreditation with South African Maritime Association (SAMSA).
- Fulfil all supply chain management tender requirement.

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 60% or more on stage 1 would be evaluated further and therefore eligible for the award.

ITEM	Weight
STAGE 1 OF EVALUATION – FUNCTIONALITY	
Functionality	100
• Previous Experience	30
• Capacity and Expertise	30
• Methodology	40
STAGE 2 OF EVALUATION – PRICE & PREFERENTIAL POINTS	
BBBEE POINTS	20
Price	80
TOTAL	100

30

Points for Capacity and Expertise are spread as follows:

- Accreditation as a training facilitator in SAMSA accredited skippers training

- Attach certificates
- Traceable record of experience in conducting SAMSA accredited training programmes
 - Traceable references must be included

30 Points for previous experience are spread as follows:

- Traceable record of experience in conducting a minimum of 4 Project Management related training programmes, 30 points may be awarded.
- Traceable record of experience in conducting a minimum of 3 Project Management related training programmes, 20 points may be awarded.
- Traceable record of experience in conducting a minimum of 1 - 2 Project Management related training programmes, 10 points may be awarded

40 Points for Methodology are spread as follows:

- Clear proposal containing the implementation plan covered under key deliverables in the Terms of References.

For any queries regarding this tender, please contact Ms. N. Mafumbatha at telephone number 039 251 0230 ext 2069 or mafumbathan@mbizana.gov.za .

Approved by/ not approved by



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