

Mbizana Local Municipality

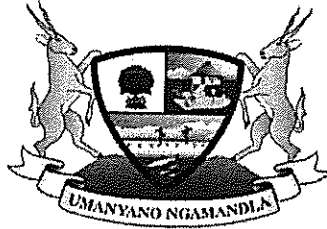
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Terms of Reference for Social Relief Material in Mbizana Local Municipality

Service Providers are hereby invited to submit a proposal for supplying Social Relief material within 31 Wards of Mbizana Local Municipality.

1. Introduction.

The Mbizana Local Municipality seeks to procure the emergency relief material that would be supplied to affected households/organizations/individuals during or after any incidence as per the approved Social Relief Policy. Whenever there is a disaster or a humanitarian catastrophe the Disaster Management Centre goes to the ground to provide relief, support and assistance.

2. Purpose

The purpose of developing a Disaster Social Relief Terms of Reference will provide the Mbizana Local Municipality with a decision making support system that will assist in executing all basic social services within the municipal area.

3. Background

Disaster Management is usually first at the scene of most disaster incidents, and has noted that emergency relief is required as a means of immediate response to the affected. It usually

takes time for other social services to reach the affected beneficiaries; hence the Mbizana Local Municipality opted on procuring these materials ever since the inception of the Social Services Coordination unit.

4. *Aims and Objectives.*

The main aim of this project is providing emergency social relief material to affected beneficiaries in the most short time as possible after the incident as a means of immediate relief.

5. Project Goal

The main goal of the project is to serve as a tool to improve service delivery basically on social matters during time of disaster that usually affects our areas within Mbizana Local Municipality.

6. *Scope of work.*

These terms of reference seeks to facilitate the appointment of a service provider that will supply the emergency social relief material that would be supplied to affected people during or after the incident of a disaster. The scope of work entails supply and delivery of Social relief of distress material per the need for the duration of 12 months. Services must be rendered within 24 hours after given by the municipality.

Social relief that includes Food parcel, Blankets, Sponge Mattress, tree falling, oil spillage and Agricultural seedlings.

7. Project Manager

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

8. Duration of the project

The duration of the project will be 12 months.

9. Reporting

Incident shall be reported by community members or Ward Cllr to the Community Services Department, recorded on the complaints / incidents register, Service provider will be notified in writing and on completion the service provider will be required to submit delivery note and invoice per the work done.

10. Pricing

Pricing will vary on the basis of each reported incidents; however the service provider is required to include the following:

Supply and deliver Emergency Relief Material to Mbizana Local Municipality
Description
Bed foam mattress <ul style="list-style-type: none"> • 150 mm thick • 91cm X 188 cm • Three quarter size
Bed blankets <ul style="list-style-type: none"> • 2 ply mink blanket • Sized for extra warmth • Size: Double bed size, 200 x 230 • Material:90%Virgin Acrylic & 10%Cotton
GROCERIES <ul style="list-style-type: none"> • 10 Kg Samp • 10 kg Rice • 5 kg beans • 3 Kg Powder soap • 4 bar soaps • 10 kg meat(Chicken) • 10 kg mealie meal • 10 kg potatoes • 1 bag cabbage • 2 kg fine Salt • 36 Knorrox cubes • 4 x 500g Knorrox soup • 10 kg sugar white/brown • Milk (10x 500ml long life)

- 5 Litre cooking oil
- Tea bags (1 kg Rooibos tea, 1kg Glen tea and 1kg Ricoffy)
- 7 Kg Butter nut
- 7 kg Onion
- 7 kg Tomato.

AGRICULTURAL SEEDLINGS

- All type of seedlings that may be requested during the time of occurred incidents.
- Other relief material e.g. School uniforms, Sanitary pads, etc.
- Oil Spillage along R61 road
- Tree felling that may affect human beings and any environmental threating obstacles and prevent disasters of fires due to disturbances of power lines by trees.