

NKANGALA DISTRICT MUNICIPALITY



PROJECT -34409 APPOINTMENT OF SUPPLIER TO SUPPLY, INSTALL AND COMMISSION TOOLS, MACHINES, MATERIAL AND EQUIPMENT TO MSMEs, COOPERATIVES AND INFORMAL TRADERS OPERATING WITHIN NKANGALA DISTRICT MUNICIPALITY FOR A PERIOD OF 24 MONTHS.

SCOPE OF WORK

Part C3: Scope of Work

1. BACKGROUND

Micro, Small, and Medium Enterprises (MSMEs), Cooperatives, and Informal Traders play a fundamental role in driving local economic development within the Nkangala District Municipality (NDM). They are vital drivers of employment creation, informal sector transformation, and local community upliftment. In South Africa, small and informal business entities comprise the vast majority of economic enterprises and are essential to accelerating poverty alleviation and socio-economic transformation.

To address operational bottlenecks faced by local enterprises, NDM is issuing this tender to appoint professional, qualified service provider/supplier for the supply, delivery, installation, and commissioning of business tools, machinery, materials, and equipment over a two-year period.

2 OBJECTIVES

The strategic objective of this project is to assist the Department of Development Planning and Economic Development (PED) in providing targeted enterprise support. By appointing a competent service provider on a term contract, the district aims to streamline procurement turnaround times, enhance supply chain efficiency, and ensure that approved MSMEs, Cooperatives, and Informal Traders receive suitable, high-quality production equipment and tools to sustain and expand their operations.

3 DELIVERABLES AND PROJECT OUTPUTS

The successful service provider(s) will be required to execute the following scope of work in accordance with industry norms, standard safety codes, and municipal specifications:

1. Supply, Delivery, and Assembly/ Installation:

Tenderer

Witness 1

Witness 2

Employer

Witness 1

Witness 2

- Source, supply, deliver, install, and commission various tools, machines, production equipment, and raw materials as specified in individual municipal work orders/purchase requisitions.
- Ensure all supplied items comply fully with South African Bureau of Standards (SABS) / ISO quality standards and local technical norms.

2. Installation & Commissioning:

- Safely install and test all machinery and equipment at designated beneficiary sites across the six local municipalities within the Nkangala District.
- Provide basic operational demonstrations and safety instructions to beneficiary enterprise operators upon handover.

3. Timeline and Delivery Management:

- Adhere strictly to the agreed delivery and commissioning schedules set out the appointment letter and Service Level Agreement (SLA).

4. Warranties and Post-Delivery Support:

- Provide comprehensive post-installation service and maintenance within the applicable warranty/guarantee period (when required).
- Issue authentic, original warranty certificates and guarantee cards from authorized original equipment manufacturers (OEMs) or dealers upon delivery.

5. Risk and Property Liability:

- The appointed supplier assumes full financial and legal responsibility for any loss, damage, theft, or breakage of property caused by the supplier, its sub-contractors, or personnel during transit, delivery, or installation.

4 CONTRACT DURATION

The duration of the contract shall be **Twenty-Four (24) Months** from the date of contract signing and issue of the formal appointment letter by the Nkangala District Municipality.

5 CONFIDENTIALITY AND OHS COMPLIANCE

- **Confidentiality:** The service provider shall maintain strict confidentiality regarding all beneficiary data, trade secrets, and municipal information accessed during the execution of this assignment.
- **Occupational Health and Safety:** All site installations and equipment handling must conform strictly to the Occupational Health and Safety Act (OHSA), Act 85 of 1993.

6 CONTRACTUAL TERMS AND DISQUALIFICATION

- Any misrepresentation, false information, non-responsive pricing, or failure to submit required mandatory compliance documentation will lead to automatic disqualification.
- All conditions, technical specifications, and general conditions of contract (GCC) outlined herein shall form the legally binding contract between the Municipality and the appointed service provider.

4. Recommendation

It is recommended that the Municipal Manager / Bid Specification Committee approve the **Scope of Work** as detailed above for publication in the bid documentation for **Project -34409**

Tenderer

Witness 1

Witness 2

Employer

Witness 1

Witness 2