

SERVICE SPECIFICATIONS 2011/2012

CATEGORY OF SERVICE: CHILDREN

SERVICE DESCRIPTION: EARLY CHILDHOOD DEVELOPMENT

DISTRICT: THABO MOFUTSANYANA.

AREA

Name of Town / Area:	QwaQwa district office area
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AIM

Aim (focus) of the Service/Project	To establish a mobile unit for the delivery of early childhood development services to children in rural and farming areas currently not accessing ECD services.
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SERVICES REQUIRED

Target Group (s)	Children in the age group Birth – 5yrs
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OBJECTIVES AND OUTPUTS REQUIRED

Objective (s)	Output(s)
To establish a mobile unit for the delivery of ECD services in certain areas in QwaQwa	<p>1. Procurement of a suitable vehicle for the purpose of an ECD mobile unit.</p> <ul style="list-style-type: none"> - Vehicle should be suitable for all road conditions in the allocated area, including gravel- and farm roads - The vehicle can be a one ton light delivery vehicle (double cab) with a canopy or a panel van. (4x4) - Enjin capacity minimum of 2 liter - Fairly high ground clearance will be needed. - The vehicle should accommodate at least 3 persons - The vehicle should accommodate all educational toys, learning material and other equipment needed - An awning on the side of the panel van's sliding door is recommended.

	<p>2. Procure all educational toys and learning material for children between birth and 5yrs</p> <ul style="list-style-type: none"> - Toys/learning material needed for children of all age groups - to a maximum of 30 children - Toys and learning material for the following numbers per age group: Birth to 18 months 5 children; 18 months to 3yrs 10 children; 3yrs to 5yrs 15 children. - Toys and learning materials should cover all areas of learning. <p>3. Provide additional equipment needed for the implementation of the mobile unit:</p> <ul style="list-style-type: none"> - Provide for at least 2 gazebos (3mx3m) - Provide for blankets or mats that children can sit or play on (at least one per gazebo) - Provide for a CD player for music and stories as well as CD's - Provide for hard plastic or other containers to store toys and material per age group <p>4. Recruitment, selection and appointment of a driver, and two ECD practitioners to run the programme</p> <ul style="list-style-type: none"> - Driver with code B licence - It is recommended that ECD practitioners with a level 4 qualification be appointed <p>5. Practitioners need to be trained and orientated for the programme</p> <ul style="list-style-type: none"> - Training on Pre-grade R Curriculum, NELDS and Parenting Programme should be provided to practitioners <p>6. Provide for internal monitoring and evaluation of the programme</p> <ul style="list-style-type: none"> - Senior staff member of organisation to visit areas where services are delivered for monitoring and evaluation of actual services - on a monthly basis. <p>7. ECD Mobile unit to be operational by October 2011</p> <ul style="list-style-type: none"> - Mobile unit should operate at least 4 days per week for 11 months of the year- except for rainy days <p>8. Service provider should ensure that vehicle and equipment/material are secured overnight at the service provider's office</p>
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	<p>9. Service provider to maintain the vehicle and ensure servicing / repairs by authorised dealerships during the vehicles guarantee period.</p> <p>10. Provide for fuel, maintenance and repair cost.</p>
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FUNDABLE ACTIVITIES / ITEMS

<ul style="list-style-type: none"> • Procurement of vehicle, toys, learning material and additional equipment needed as well as recruitment, selection and training of staff • Running expenditure for 6 months in 2011-12 as provided for in the prescribed business plan format 	Estimated Cost: R
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ENQUIRIES

PROVINCIAL OFFICE OFFICIAL	
Official:	W.Sapsford / Z Mfete
Tel Nr:	051 – 4090549 / 051-4090556

SUBMIT TO:

PROVINCIAL OFFICE:	
Office:	Provincial office
Physical Address:	2nd Floor Liberty Building, St Andrew Street, Bloemfontein

Official:	W.Sapsford.
Office Nr:	203

APPROVED:

EXECUTIVE MANAGER: CHILDREN

DATE: