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**Department of Community Services**

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**TO:** Municipal Manager  
Mr. B.W Kannemeyer

**FROM:** Director Community Service  
Mrs. PP Nhlapo

**DATE:** 29<sup>th</sup> October 2019

**RE: REQUEST TO CALL FOR PROPOSALS FOR THE MANAGEMENT OF  
OUTDOOR ADVERTISEMENT AT RISK AT NGWATHE LOCAL  
MUNICIPALITY JURISDICTION**

The purpose of this submission is to request approval for the appointment of service provider to assist the Municipality in managing the outdoor advertisement in our Municipality. We are currently faced with a challenge of people putting up advertising boards illegally in our jurisdiction without getting any form of approval from the Municipality. This act deprives the Municipality to generate income from outdoor advertisement, I therefore request that we initiate the Supply Chain process and appoint a service provider for the period of 36 months – three (3) years in this regard. One of the terms of reference to the appointment is that the Municipality must be able to also regenerate income from proceeds received from outdoor advertising (this is expected to be proposed in the tender documents by services providers). Managing, erecting of new adverts and removing illegal advertising boards will be at the cost of the service provider.

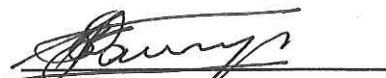
Your approval will be highly appreciated.

Yours in Service;

**Approved/Not Approved**



PP Nhlapo  
Director Community Services



B.W Kannemeyer  
Municipal Manager