



SUPPLY CHAIN MANAGEMENT UNIT

RE-ADVERTISEMENT

QUOTATION NO: 41/19/20

WARD COMMITTEE TRAINING

Quotations are hereby called from suitably qualified and experienced service providers to provide training of ward committee members as per the following specification:

1. Scope of work

TRAINING	SAQA UNIT STANDARD	NQF LEVEL	NUMBER OF LEARNERS
Skills Programme	US: US:123436, US242893, US:242860	3,3,3	180

2. Projects deliverables

2.1 Training outcomes

- Learning material, facilitation, assessments, moderation, verification and certification of learners.
- Provide a report on training conducted and challenges encountered.

2.2 Requirements

- Accredited with LGSETA
- Accredited with SAQA
- Accredited Training with NQF Levels
- Accredited Certification with number of credits
- Assessment of learning days
- Moderation of learning
- Compliance with tender process
- Three (3) days of facilitation process

Executive Committee



2.3 Returnable documents

- Certified copy of a valid proof of LGSETA Accreditation showing that the Service Provider/Bidder is accredited for the Unit standards below.
- Company profile indicating at least three similar service undertaken

Quotations will be evaluated and adjudicated according to the following criteria:-

- 80/20 preference points system will apply in terms of the Preferential Procurement Regulations 2017 (B-BBEE Status Level of Contribution – an original or certified copy of the BBEE certificate or original sworn affidavit is required).
- Supplier must be registered on the National Treasury's Central Supplier Database (CSD) and provide a proof of registration. The information recorded on your CSD report will be used to verify the following information: tax compliance status; company registration details; banking details; identity numbers of directors and employees in the service of the state
- Council's Supply Chain Management Policy.
- Quotation must be submitted on the official letterhead of your business and be valid for the period of 30 days. If quotations are called for number of items, unit price per item must be stated and total amount. No quotations will be considered from persons in the services of any organ of the state
- Service providers to complete in fully all relevant MBD's that are available on municipal website.
<https://www.mandeni.gov.za/index.php/documents/procurement/send/15- procurement/898-mbd-s-quotations>.
- Prices quoted must be firm and inclusive of VAT and be valid for the period of 90 days and unit price per item must be stated as well as total amount.
- A certified copy of the most recent municipal account in which the business is registered. District municipality (water) and Local municipality (rates, electricity and other) or if the bidder is a tenant then a letter or certificate from landlord indicating that the levies are not in arrears or an affidavit stating that the ward in which business is registered is exempted from paying rates, electricity and water. Failure to attach will lead to disqualification.
- All prospective tenderers will be screened in accordance with the National Treasury's Defaulters Database.



Quotations are to be completed in accordance with the Specification and must be sealed in an envelope and marked **“WARD COMMITTEE TRAINING “Quotation number: 41/19/20** and must be deposited in the Bid Box situated at the Reception: Civic Centre, 2 Kingfisher Road, Mandeni not later than **12h00, Thursday , the 19th of March 2020. Late and verbal quotations will under no circumstances be considered.**

The Mandeni Municipality does not bind itself to accepting the lowest, or any tender, either wholly or in part or give any reason for such action.

Technical enquiries may be directed to Ms. Nonhlanhla Msweli and SCM enquiries to Ms. Noma Gumede on 032-456 8200.


MR SG KHUZWAYO
MUNICIPAL MANAGER

Date: 12/03/2020