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ALL CORRESPONDENCE TO BE ADDRESSED TO THE MUNICIPAL MANAGER

Enquiries: JimmyM

Reference:8/1/1:LED/01

09 March 2015

Molemole municipality hereby invites proposals from prospective service providers to champion the Molemole municipality career and skills expo:

1. BACKGROUND INFORMATION

- Formal proposal responding to this request for proposals should be accompanied by proof of similar work done (experience) by the service provider. The proposal should indicate how the service provider will undertake the scope of work indicating a work breakdown structure, timeframes and corresponding budgets. The proposals should be submitted in a sealed envelope and dropped at Mogwadi Tender Box [old building]
- Detailed information on the specification for the project is attached below.

The following documentation should accompany your quotation:

- a) Company registration certificate
- b) An original valid Tax clearance certificate
- c) Completed declaration form (downloadable from: www.molemole.gov.za)
- d) An original or certified copy of a valid B-BBEE certificate
- e) Proposal for the project
- f) Company profile indicating similar experience and contactable references
- g) Certified copy of municipal rates (Not 3 months old)

The following conditions will apply:

- a) Quotation must be on an official letterhead of the company;
- b) Price(s) quoted must be valid for at least thirty (30) days from the date of this offer;
- c) Price (s) must be firm and inclusive of VAT, if applicable
- d) Quotations from bidders who's municipal rates are in arrears for periods exceeding 3 months will not be rejected
- e) Quotations must include all specified items above and any incomplete quote will be rejected
- f) Payment will be effected within 30 days of receipt of invoice.
- g) All quotes must be submitted in the tender box at Mogwadi old building
- h) The municipality is not bound to accept the lowest or any bid and reserves the right not to accept any quotation either wholly or part thereof.
- i) Cost break down must be clear and as per table created in the specification in the attachment.

Vision: A developmental people driven organization that serves its people

Mission: To provide essential and sustainable services in an efficient and effective manner



- j) Quotations will be evaluated on 80/20 preference point system. Whereas 80 points will be for price and 20 for preference as per PPPFA of 2000, BBBEEA of 2003 and preferential procurement regulation of 2001.

Kindly direct all technical enquiries to Mr. Makgoka FCM at 015 501 0243 between 08:00 and 16:00. All quotations should be submitted at Mogwadi Municipal Tender Box by the latest 16 March 2015 at 11:30, clearly marked Career and skills expo. No quotation will be accepted after the closing date.

Molemole municipality reserves the right to accept any quotation.



Mr. Makhura NI

MUNICIPAL MANAGER



Matriculants Career Expo:

Proposed date: Saturday, the 27th of June 2015 at 10h00

Target Audience: Grade 12 learners in Sekgosese West Schools

Venue: Matseke Resource Centre

1. WHY THE EXPO IS IMPORTANT?

Research has shown that Molemole municipality has one of the lowest number of skilled young people in the province. This can be attributed to a number of reasons including migration of young people to “big” cities. At the same time, there is still a significant number of young people who are still in high school and out of school youth who are residing in the municipality.

It is important that the people of Molemole are able to produce young people who are educated and skilled. Investing in a career expo will create that opportunity and also showcase the wide possibilities available to learners and out school youth. This has a potential to reduce the burden of young people who are looking only at the government for work opportunities.

An expo that includes partners in business, education and government sectors will provide a platform of interaction and knowledge. The Expo offers an unequalled opportunity for school leavers and job seekers to engage directly with careers and employment experts. The Expo will provide youth with information about real jobs and careers now and into the future.

2. MOLEMOLE IDP INFORMATION

There is high proportion of people without schooling. This high illiteracy will reflect negatively on the socio-economic performance and development of the municipality. The improvement of the resident’s skills will act as a catalyst to the development of the Municipality. Molemole is serviced by 82 schools comprising 51 primary schools, 30 secondary schools and 1 combined school. There is no tertiary or skills-based institution throughout the municipality. Molemole has the highest proportion (20, 1 %) of people without schooling. Of the people that have had a formal education, 3% completed primary school, and only 18, 4% completed matric.

3. OBJECTIVES OF THE 2015 CAREER EXPO

- To provide a platform that will equip Sekgosese West matriculants with knowledge to:
 - Understand different career options available
 - Financial support opportunities to further their education

4. EXPECTED EXPO HIGHLIGHTS WILL INCLUDE:

- Exhibition by private and public sector companies. They will provide interactive, edutainment experiences for the learners and further show their commitment to skills development
- Relevant speakers and content to the learners including speaker's corner, where experts will share their success stories and allow learners and students to interact directly with the speakers.
- Programme director with knowledge to young people's issues in education and socially.

5. EXPO OWNERSHIP AND BRANDING

The career expo is a property of Molemole municipality though organized by prospective service provider and other partners. The municipality branding will take precedent during the promotion of and at the expo.

6. IDENTIFIED PARTNERS

- NYDA – To present youth programmes
- Eskom and Telkom – To present existing opportunities in companies
- Department of Higher Education
- Financial Sector
- LoveLife – To present social programmes
- Construction companies
- Small Enterprise Development Agency
- Tertiary Institutions
 - University of Pretoria
 - University of Venda
 - University of Limpopo
 - FET's

7. KEY ROLE PAYERS

- Molemole Municipality (Champion)
- Capricorn District Municipality (CDM)
- CoGHSTA
- Department of Higher Education
- Ward Councillors, Community development workers, ward committee
- Make It Happen Foundation
- LEDA: Molemole
- Dept. Agriculture Molemole
- Molemole Business forum
- Molemole Agricultural Forum

8. STRUCTURE OF THE EXPO

Activity	Objective	Input
Programme Director: Prominent Individual		
Opening session	Political programme	<ul style="list-style-type: none"> • Mayor to open and handing of Awards • High profile speaker to motivate youth
Expo	Day's activities	
Skills Workshop	Learners get presented with different career opportunities	This will be a session on different options young out of school youth have.
Speaker/Student session	To allow one on one discussion with the speakers	This will be a discussion with career experts

9. Cost Breakdown

No.	Activity	Costs
1.	Equipment Hire (Sound, stage and projectors)	R
2.	Venue Hire (Exhibition stalls)	R
3.	Branding (posters, banners and programme)	R
4.	Event Hosting (Speakers and programme director)	R
5.	Exhibitors Support (Stall Marking, Refreshments costs)	R
6.	After Event Service (event report, photos)	R
7.	Service Costs (Event Management)	R
8.	Contingency	R
Total:		