

HEAD OFFICE

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Molemole Municipality

MOREBENG BRANCH OFFICE

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 MOREBENG 0810
 Telephone : (015) 397 4333 / (015) 397 4327
 Fax no : (015) 397 4334

www.molemole.gov.za

ALL CORRESPONDENCE TO BE ADDRESSED TO THE MUNICIPAL MANAGER

Enquiries: Sepuru K

Reference: 8/1/1: CPS-SD 004

19 March 2015

Molemole municipality is hereby inviting proposals with quotations from prospective service providers for the training on the following programmes.

Description	Quantity	NQF level required	Credits
Ward Committee Governance Course	42	Level 5	5

- **The modules (Unit Standards) must be accredited with the relevant SETA.**
- **The training facilities for the programs to be provided by the Municipality.**

The following documentation should accompany your quotations:

- a) Company registration certificate
- b) An original valid Tax clearance certificate
- c) Completed declaration form (downloadable on municipal website)
- d) An original or certified copy of valid BBBEE certificate (if applicable)

The following conditions will apply:

- Quotation must be on an official letterhead of the company;
- Price(s) quoted must be valid for at least thirty (30) days from the date of this offer;
- Price (s) must be firm and inclusive of VAT;
- Delivery must be made within 14 days. Failure to deliver within 14 day may result in the municipality cancelling its order.
- Payment will be effected within 30 days of receipt of invoice.

Evaluation Criteria

The bid will be evaluated based on:

- **Functionality = 70 points**

Program facilitator Detailed CV and certified copies of NQF 4 or higher qualification (not more than 3months) ✓ qualification	Weight = 20 points
Experience in facilitating workshops or similar experience ✓ Attach appointment letters at least two	Weight = 30 points
Accreditation ✓ Facilitator accreditation ✓ Module accreditation ✓ Company accreditation	Weight = 20 points

Vision: A developmental people driven organization that serves its people

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



Experience in facilitation similar workshop in local government ✓ Facilitated similar program to at least two municipalities or related workshop	Weight = 30 points
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Application Value System (Functionality)

- Poor = 1
 - Average = 2
 - Good = 3
 - Very good = 4
 - Excellent = 5
- **Preference point system, (80/20).** Whereas 80 points will be for price and 20 for preference as per PPPFA of 2000, BBEEA of 2003 and preferential procurement regulation of 2001.

Kindly direct all technical enquiries to **Mrs. Sepuru K at 015 501 0243** between **08:00** and **16:30**. All quotations should be submitted at Mogwadi Municipal Tender Box by the latest **30 March 2015 at 12:00**, clearly marked "**WARD COMMITTEE GOVERNANCE COURSE**". No quotation will be accepted after the closing date.

Molemole municipality reserves the right to accept any quotation.


Mr. Makhura N.I
MUNICIPAL MANAGER

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