

HEAD OFFICE

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Molemole Municipality

MOREBENG BR ANCH OFFICE

25 Cnr. Roets & Viviers Street  
MOREBENG 0810  
Telephone : (015) 501 2371  
Fax no : (015) 397 4334

[www.molemole.gov.za](http://www.molemole.gov.za)

ALL CORRESPONDENCE TO BE ADDRESSED TO THE MUNICIPAL MANAGER

Enquiries: Ralephenya T

Reference: Corp 8/1/1:06

09 September 2022

ADVERT / REQUEST FOR QUOTATION

MOLEMOLE MUNICIPALITY IS HEREBY INVITING PROPOSALS / QUOTATIONS FROM PROSPECTIVE SERVICE PROVIDERS WHO ARE LISTED ON CENTRAL SUPPLIER'S DATABASE FOR THE FOLLOWING PROGRAMMES:

1. National Diploma: Public Administration

Training	NQF Level	SAQA ID	Quantity	Period
National Certificate: Public Administration	05	50060	5	As prescribed in terms of notional hours

2. The following documentation should accompany your quotations:

- a) The recent up-to-date central supplier database (CSD) registration report detailing all compliance requirements; [Last verified between the advert date and the closing date]
- b) Valid Tax Compliance status pin
- c) A certified copy of valid BBBEE certificate (To Claim preference points. Failure to submit will not disqualify the Bidder, but the bidder will forfeit the BBBEE points)
- d) Fully signed and completed declaration of interest form [downloadable from [www.molemole.gov.za](http://www.molemole.gov.za)]
- e) Fully signed and completed MBD 9 form [downloadable from [www.molemole.gov.za](http://www.molemole.gov.za)]
- f) Proof of registration with relevant SETA (e.g. LGSETA)

*N.B. Failure to attach the above documents will disqualify the bidder from further evaluation.*

3. Evaluation Criteria

The bid will be evaluated based on:

- **Functionality**, bidders must achieve a minimum of 80% functionality in order to be considered for further evaluation in stage 2 (Evaluation on Price and BBBEE). Bidders that score less than the minimum of 80% will be disqualified from further evaluation.

**Vision:** A developmental people driven organization that serves its people

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

Criteria	Weight	Applicable Value System
Registration - Detailed CV(Facilitator), Relevant qualification at NQF level 6, - Accreditation of Unit standards	40	<i>Poor = 1</i> <i>Acceptable = 2</i> <i>Good = 3</i> <i>Very Good = 4</i> <i>Excellent = 5</i>
Proof of RELEVANT experience <b>Attach a maximum of 04 Appointment letters from Clients on Company letterhead</b>	40	
<b>TOTAL</b>	<b>80</b>	

**4. The following conditions will apply:**

- a) Quotations must be on an official letterhead of the company
- b) Price(s) quoted must be valid for fourteen (14) days from the date of this offer
- c) Incomplete quotations will be disqualified from further evaluation
- d) Payment will be effected within 30 days of receipt of invoice.
- e) Quotations will be evaluated on 80/20 preference point system. Whereas 80 points will be for price and 20 will be for preference as per PPPFA of 2000, BBEEA of 2003 and Preferential Procurement Regulation of 2017
- f) The Municipality is not bound to accept the lowest or any bid and reserve the right to not accept any quotation either wholly or a part thereof;

Kindly direct all technical enquiries to **Mr Mahlaka M** at **015 501 2333** between 08:00 and 16:30. All quotations should be submitted at Mogwadi Municipal Tender Box by the latest **16 September 2022 at 10:00**, clearly marked the name of the programme. No quotation will be accepted after the closing date.

Molemole municipality reserves the right to accept any quotation.



**Ms. K ZULU**  
**ACTING MUNICIPAL MANAGER**  
 [Reference: Corp 8/1/1:06]

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