

**HEAD OFFICE**

303 Church Street  
Private Bag X 44  
MOGWADI 0715  
Telephone: (015) 501 0243/4  
Fax no : (015) 501 0419  
E-mail: info@molemole.gov.za



**Molemole Municipality**

**MOREBENG BRANCH 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)

**Enquiries: Ralephenya T.D**

**Reference: 8/1/1/05**

**01 August 2019**

**REQUEST FOR QUOTATION FROM SERVICE PROVIDERS REGISTERED ON THE CENTRAL SUPPLIER DATABASE FOR PROVIDERS FOR THE TRAINING OF 32 WARD COMMITTEE MEMBERS ON THE FOLLOWING UNIT STANDARDS PROGRAMMES:**

	<b>NQF Level</b>	<b>Credits</b>
<b>Unit Standard ID 242892</b> <b>Display an understanding of the Constitution, structure of the Ward Committees and the roles and responsibilities of committee members</b>	<b>02</b>	<b>06</b>
<b>Unit Standard ID 242893</b> <b>Display an understanding of the policy and legal framework guiding the Ward Committee system and its functioning</b>	<b>02</b>	<b>06</b>

- The module (Unit Standard) must be accredited with LGSETA.
- Training should take place within the boundaries of the Molemole Municipality.
- Duration of the training must be 3 days.

**1. The following documentation should accompany your quotations:**

- a. The recent up-to-date central supplier data (CSD) registration report detailing all compliance requirements; [Last verified between the **advert date** and the **closing date**]
- b. Fully signed and completed declaration of interest form [downloadable from [www.molemole.gov.za](http://www.molemole.gov.za)]
- c. Fully signed and completed MBD 9 form [downloadable from [www.molemole.gov.za](http://www.molemole.gov.za)]
- d. Certified **COPY** BBBEE certificate (to claim preference points. Failure to submit does not disqualify the bidder but will lead to forfeiture of the preference points)
- e. The Master Registration Number or Tax compliance status pin [or a valid copy of tax clearance certificate]
- 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***

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

- a. 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;

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

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

- b. Price (s) must be firm and inclusive of VAT , if applicable
- c. Incomplete quotations will be disqualified
- 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 for preference as per PPPFA of 2000, BBBEEA of 2003 and preferential procurement regulation of 2017.
- f. The Municipality is not bound to accept the lowest or any bid and reserves the right to not accept any quotation either wholly or a part thereof;

**Evaluation Criteria**

The bid will be evaluated based on:


- **Functionality**, bidders must achieve a minimum of 75% 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 75% will be disqualified from further evaluation.

Registration - Detailed CV(Facilitator), Relevant qualification at NQF level 6, - Accreditation of Unit standards	20 points	<i>Poor = 1</i> <i>Acceptable = 2</i> <i>Good = 3</i> <i>Very Good = 4</i> <i>Excellent = 5</i>
Experience on specific matter - Attach at least (3) orders /appointment letters on client's letterhead signed by the Accounting officer/ CFO/HOD.	30 points	
<b>TOTAL</b>	<b>50 points</b>	

- **Preference point system**, (80/20). 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 Phihlela/ Mr Machaba** at **015 501 2311** between 08:00 and 16:30. All quotations should be submitted at Mogwadi Municipal Tender Box by the latest **09 August 2019 at 11:00**, 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.

  
**Mr. MOSENA M.L**  
**MUNICIPAL MANAGER**  
**Corp: 8/1/1:05**

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

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