

HEAD OFFICE

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Molemole Municipality

MOREBENG BRANCH OFFICE

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 MOREBENG 0810
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www.molemole.gov.za

Enquiries: Ralephenya T.D

Reference: Corp: 8/1/1/02

12 August 2022

Request for Quotation

Molemole municipality is hereby inviting proposals / quotations from prospective service providers for the training of 35 Ward Committee members on the following programme:

Programme	NQF Level	Credits
Unit Standards us no120310 and 120306 Apply client Service techniques to improve service delivery and	05	06
Manage Service delivery improvement	05	08

- **The Service Provider to be appointed must be accredited by the relevant SETA.**
- **Training should take place within the boundaries of the Molemole Municipality.**
- **Duration of the training must be 2 days.**

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) Valid Tax compliance status pin
- c) 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)
- d) Fully signed and completed declaration of interest form [downloadable from www.molemole.gov.za]
- e) Fully signed and completed MBD 9 form [downloadable from www.molemole.gov.za]
- f) Proof of registration with relevant SETA (e.g. LGSETA, ETDPSSETA etc.)

N.B. Failure to attach the above documents (a, b, d, e & f) will disqualify the bidder from further evaluation.

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;

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

Registration:	20 points	<i>Poor = 1 Acceptable = 2 Good = 3 Very Good = 4 Excellent = 5</i>
<ul style="list-style-type: none"> - Detailed CVs of Two Facilitators or Trainers, - Relevant qualifications of two Facilitators or Trainers at NQF level 7 or higher (Must be certified) 		
<ul style="list-style-type: none"> - Accreditation of the service provider with the relevant SETAs. 	10 points	
Experience <ul style="list-style-type: none"> - Attach at least (2) orders /appointment letters on client's letterhead signed by the Accounting Officer/ CFO. 	20 points	
TOTAL	50 points	

- **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 2017.

Kindly direct all technical enquiries to **Mr Phihlela** at **015 501 2363** between 08:00 and 16:30. All quotations should be submitted at Mogwadi Municipal Tender Box by the latest **19 August 2022 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. MAKGATHO K.E
ACTING MUNICIPAL MANAGER
 Corp: 8/1/1:02

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