

# MAKHADO MUNICIPALITY

QUOTE NO. MAK09/2019

## MUNICIPAL FINANCE MANAGEMENT TRAINING PROGRAMME (MFMP)

All interested service providers are hereby invited to submit written quotations for the Municipal Finance Management Training Programme

Please note that the accreditation needs to be against the qualification/ Unit standards ID and NQF level listed below. The training will be conducted internally only (in house) and only where need be, It should be service provider based

### SPECIFICATION:

NAME OF LEARNING PROGRAMME	UNIT STANDARD/ SAQA ID	NQF LEVEL	SKILLS PROGRAMME/ QUALIFICATION	NUMBER OF CURRENTLY EMPLOYED LEARNERS	DURATION
Municipal Financial Management Training Programme (MFMP)	48695	6	Leanship	06	12 months

NB: QUOTATION SHOULD INCLUDE TRAVEL, ACCOMMODATION FOR THE FACILITATOR, MATERIAL AND FACILITATION.

### REQUIREMENTS

- Valid Tax compliance status pin issued
- A copy of Company Registration Certificate/ CK.
- Unit Standard: 48695
- Certified copy/copies of company owner(s) ID Book(s). Not later than three (03) months.
- Attach Proof of payment of Municipal Bill/ Rates accounts/ Formal Lease Agreement, Letter from the Traditional Authority for both entity and directors of the company.
- A copy CSD Summary Report

NB: service provider must submit their certified BBBEE verification from verification agency accredited by South African National Accreditation System (SANAS) or sworn affidavit.

Quotations must be as follows:

1. Be signed by an authorized person of the supplier
2. Be on an original letter head of the company/enterprise
3. Be valid for a period of sixty (60) days from the closing date
4. clearly indicate the price charged vat inclusive
5. Be accompanied by fully completed MBD 6.1 and MBD 4 obtainable from the municipality or can be downloaded from municipal website [www.makhado.gov.za](http://www.makhado.gov.za).

Fully priced and signed quotations must be sealed in an envelope clearly marked quote number "MAK09/2019" & description 'MUNICIPAL FINANCE MANAGEMENT TRAINING PROGRAMME (MFMP)' and be deposited in the tender box at the foyer of the Civic Centre at the physical address reflected below by no later than **12H00 of 08 MARCH 2019**

Quotations received will be assessed in accordance with the Municipal Supply Chain Management Regulations, 2005 read with Council's Supply Chain Management Policy and 80/20 points scoring will be used. Preference points will be allocated according to BBBEE rating.

**Please Note:**

1. No quotation by facsimile or by e-mail will be accepted.
2. Enquiries in this regard must be directed to **Mr TA MANEBANEBA** at contact number: **015 519 3124** during office hours.
3. Council reserves the right not to accept lowest or any quotation or to accept part of a quotation only.
4. All Service Provider doing business with Makhado municipality are required to register on the CSD (**Central Supplier Database**).
5. Admin enquiries can be directed to **Ms LO Tshidavhu** or **Mr M Ramabulana** at **015 519 3179/3024**.

Civic Centre  
83 Krogh Street  
LOUIS TRICHARDT  
0920

**Notice no: 34/2019**  
**File no: 8/3/2/1**  
**MR N F TSHIVHENGWA**  
**MUNICIPAL MANAGER**