

MAKHADO MUNICIPALITY
QUOTE NO. MAK 45/2016/2017

ADVANCE SHE REPRESENTATIVE COURSE

Makhado municipality is hereby inviting accredited Training Provider with certificate from relevant ETQA / SETA for training interventions listed below and quotes for training services.

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 (in house) and only if need, it should be Training Provider based

The Specification is as follows:

NAME OF LEARNING PROGRAMME	UNIT STANDARD ID	NQF LEVEL	SKILLS PROGRAMME/ QUALIFICATION	NUMBER OF CURRENTLY EMPLOYED LEANERS	DURATION
Advance SHE Representative Course	259622	2	Skills Programme	48	3 Days

Quotation should include travel, accommodation for the facilitator, material, facilitation and certification.

REQUIREMENTS

- **Original valid Tax Clearance Certificate**
- **A certified copy of Company Registration Certificate**
- **Certified copy/copies of company owner(s) ID Book(s)**
- **Copy of accreditation certificate against the qualification/Unit standards ID**
- **Comprehensive company profile**
- **Any other documents as per the type of services/ commodity**
- **CSD summary report**
- **BBBEE Certificate**
- **Proof of payment of municipal bills, accounts and Service or statement**

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 an original valid SARS Tax Clearance Certificate.
6. 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.

Fully priced and signed quotations must be sealed in an envelope clearly marked quote number "**MAK45/2016/2017 ADVANCE SHE REPRESENTATIVE COURSE**" and be deposited in the Website Quotation box at the foyer of the Civic Centre at the physical address reflected below by no later than **12H00 16 SEPTEMBER 2016**

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 BBEE 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 Manebaneba T** only at telephone 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 TP Ntsieni or Ramabulana M** at **015 519 3129/3179**

Civic Centre
83 Krogh Street
LOUIS TRICHARDT
0920

MR IP MUTSHINYALI
MUNICIPAL MANAGER

Notice no: 158/2016

File no: 8/3/2/1