



Greater Letaba Municipality

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RFQ005/2012

REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS

Kindly furnish me with a written quotation for the supply of the goods/services as detailed in the enclosed schedule.

The quotation must be submitted on the letterhead of your business and can either be faxed or delivered by hand not later than 20 September 2012 to:

Supply Chain Management Office 115, Civic Centre, Botha Street

AND WRITE RFQ No. ON YOUR DOCUMENTS

The following conditions will apply:

- ✓ Price(s) quoted must be valid for at least (30) days from date of your offer.
- ✓ Price(s) quoted must be firm and must be inclusive of VAT if the company is registered for VAT.
- ✓ A firm delivery period must be indicated.
- ✓ This quotation will be evaluated in terms of the 80/20 preference point system as prescribed in the Preferential Procurement Policy Framework Act and for this purpose the enclosed forms MBD2, MBD 4 & MBD6.1 must be scrutinised, completed and submitted together with your quotation.
- ✓ The successful provider will be the one scoring the highest points

NB: No quotations will be considered from persons in the service of the state

Failure to comply with these conditions may invalidate your offer

Kind regards

Mashaba T.G
Municipal Manager

ALL CORRESPONDENCES TO BE ADDRESSED TO "THE MUNICIPAL MANAGER"

SCHEDULE

HUMAN RESOURCE DEVELOPMENT -TERMS OF REFERENCES

NAME OF PROGRAMME	NATIONAL QUALIFICATION LEVEL	UNIT STANDARD	NUMBER OF DELEGATES	DURATION
FIRST AID IN THE WORKPLACE	LEVEL 1	119567 Perform basic life support and First Aid procedures	80	4 DAYS
PROJECT MANAGEMENT FOR COUNCILLORS	LEVEL 4	120385 Apply range of Project Management tools and techniques	29	4 DAYS
CUSTOMER CARE EXCELLENCE	LEVEL 4	119676 Apply the skills of Customer care in a specific work environment	15	3 DAYS
WASTE MANAGEMENT SKILLS	LEVEL 2	119558 Work with use and care for materials and resources which can impact on health and environment	10	3 DAYS
ROAD MAINTENANCE SKILLS	LEVEL 3	14575 Construct precast kerbs and concrete channels on road works construction site	10	3 DAYS
SEWER MANAGEMENT SKILLS	LEVEL 2	119049 Demonstrate and apply knowledge of	10	3 DAYS

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		pipes, associated fittings and valves		
BUILDING AND PAVING SKILLS	LEVEL 3	20815 Building and Construction tiling	10	3 DAYS
ADVANCE DRIVING SKILLS	LEVEL 5	Apply advance driving in defensive and offensive driving	15	4 DAYS
SPORTS MANAGEMENT SKILLS	LEVEL 4	243296 Apply values and ethics to sport organisation	07	2 DAYS

REQUIREMENTS

- Accredited Service Providers with relevant SETA`s
- At least 2 years experience or more on Training and Development
- References of at least three Customers previously attended
- All certificates to be aligned with unit standard.
- Original Tax Clearance
- Company Registration Certificate
- Separate the quotations

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