



MOQHAKA LOCAL MUNICIPALITY

REQUEST FOR FORMAL WRITTEN QUOTATIONS

Moghaka Local Municipality is hereby inviting service providers to quote on the following:

RFQ Number	Description	Contact Person	Closing Date
2/1/1/2013	<p><u>Moghaka Local Municipality hereby invites Accredited and Reputable Service Providers to submit quotations for the following (In-house) training interventions:</u></p> <p>ABET(Adult Basic Education and Training)-NQF Level 1 for 49 municipal employees</p> <p><u>SPECIFICATION IS AS FOLLOWS:</u></p> <ul style="list-style-type: none"> • Provider must be able to provide training in Communication and Numeracy level 1-4 • Duration: six month • Provider must be registered with UMALUSI • Provider must be able to provide Multi-Media as well as Face to Face training • Provider must be able to provide training in all three towns of the municipality (Kroonstad, Viljoenskroon & Steynsrus) • Providers are requested to submit proof of references 	<p>Ms. G Ramaboea Tel: 056 216 9130 Email Address: Gladys@moqhaka.gov.za</p>	<p>Wednesday, 17 April 2013 @ 12h00</p>
2/1/2/2013	<p>Domestic Services Skills Programme – NQF Level 1 for 20 municipal employees</p> <p><u>SPECIFICATIONS IS AS FOLLOWS:</u></p> <ul style="list-style-type: none"> • Provider must be accredited for the qualification with Services SETA. • Provider will be required to facilitate the following units standards- <ul style="list-style-type: none"> - Understanding basic cleaning principles - Use chemicals in the cleaning environment. - Clean toilets and bathrooms - Practice good health and grooming habits. - Prepare beds and handle linen and bed coverings. 	<p>Ms. G Ramaboea Tel: 056 216 9130 Email Address: Gladys@moqhaka.gov.za</p>	<p>Wednesday, 17 April 2013 @ 12h00</p>

2/1/3/2013	<p>Occupational Health and Safety Skills Programme – NQF Level 2 for 30 municipal employees</p> <p><u>SPECIFICATIONS IS AS FOLLOWS:</u></p> <ul style="list-style-type: none"> • Provider must be accredited for the qualification with HWSETA. • Provider will be required to facilitate the following units standards- <ul style="list-style-type: none"> - Safety and health representation activities. - Understanding emergency preparedness and response. - Monitoring compliance to safety, Health and environmental requirements in the workplace. - Addressing workplace hazards and risks. 	<p>Ms. G Ramaboea Tel: 056 216 9130 Email Address: Gladys@moqhaka.gov.za</p>	<p>Wednesday, 17 April 2013 @ 12h00</p>
2/1/4/2013	<p>Plumbing Skills Programme NQF Level 4 for 15 municipal employees</p> <p><u>SPECIFICATIONS IS AS FOLLOWS:</u></p> <ul style="list-style-type: none"> • Provider must be accredited for the qualification with Energy SETA. • Provider will be required to facilitate the following units standards- <ul style="list-style-type: none"> - Identify responsibilities of a team leader in ensuring that organizational standards are met. - Install and maintain soil, waste and vent pipe systems. - Install, maintain and test below ground drainage systems. - Monitor the application of safety, health and environmental protection procedures. - Install and maintain solar water heating systems. 	<p>Ms. G Ramaboea Tel: 056 216 9130 Email Address: Gladys@moqhaka.gov.za</p>	<p>Wednesday, 17 April 2013 @ 12h00</p>
2/1/5/2013	<p>Heavy Vehicles Machinery Trainings</p> <p><u>SPECIFICATIONS IS AS FOLLOWS:</u></p> <ul style="list-style-type: none"> • Provider must be accredited with Construction SETA and registered with Department of Labour. • Provider will be required to provide training on the following machineries: <ul style="list-style-type: none"> - TLB, front-end loader (28) municipal employees. - Grader (7) municipal employees - Dump truck (7) municipal employees. - Cherry picker (12) municipal employees. - Refuse removal compactor truck (8) municipal employees - 360 Degree Excavator (7) 	<p>Ms. G Ramaboea Tel: 056 216 9130 Email Address: Gladys@moqhaka.gov.za</p>	<p>Wednesday, 17 April 2013 @ 12h00</p>

2/1/6/2013	<p>First Aid Level 1 for 30 municipal employees</p> <p><u>SPECIFICATIONS IS AS FOLLOWS:</u></p> <ul style="list-style-type: none"> • Provider must be accredited with HWSETA or LGSETA (Department of labour) • Provider will be required to provide training on the following: <ul style="list-style-type: none"> - 119567: Perform basic life support and first aid procedures. - Credits 5 	<p>Ms. G Ramaboea Tel: 056 216 9130 Email Address: Gladys@moqhaka.gov.za</p>	<p>Wednesday, 17 April 2013 @ 12h00</p>
2/1/7/2013	<p>SHORT COURSES</p> <p><u>SPECIFICATIONS IS AS FOLLOWS:</u></p> <ul style="list-style-type: none"> • Provider must be accredited with the relevant SETA. • Providers will be required to provide training on the following short courses: <ul style="list-style-type: none"> - Supervisory Course English – 15 municipal employees - Supervisory Course Sesotho – 15 municipal employees - Handling of Chlorine – 15 municipal employees. - Disciplinary Skills Training – 30 municipal employees - Customer care training – 15 municipal employees - Brush cutter – 15 municipal employees - Self-contained breathing apparatus (confined spaces & Toxic atmosphere) – 12 municipal employees - Truvelo combi speed camera training – 11 municipal employees - Fire arm training – 25 municipal employees - Finance for non-financial managers – 20 municipal employees. - Refresher-Hazmat Operations – 12 municipal employees - Pump operator – 10 municipal employees - Pesticide application & control – 15 municipal employees - Chain saw – 15 municipal employees - Operating regulations for high voltage systems – 10 municipal employees. <p><i>NB: Bidders are requested to ensure they download the declaration of interest form(MBD 4) and/or collect it from Security</i></p>	<p>Ms. G Ramaboea Tel: 056 216 9130 Email Address: Gladys@moqhaka.gov.za</p>	<p>Wednesday, 17 April 2013 @ 12h00</p>

Submission of Quotation:

By hand: Quotation and supporting documents must be sealed and externally endorsed with the Bid No. and Description and placed in a bid box, on the Ground Floor, Municipal Building, Hill Street, Kroonstad.

By Post: To reach the Manager Supply Chain Management, P.O. BOX 302, Kroonstad, in sufficient time for it to be placed in the Tender Box before closing time.

Terms and Conditions relating to tendering:

- The Municipal Supply Chain Policy will apply;
- The lowest or any quote will not necessarily be accepted and the Municipality reserves the right to accept where applicable a portion of any quotation;
- Late, emailed or faxed quotations will not be considered.
- Quotations submitted are to hold good for the period up until to 60 days;
- Preference will be given to suppliers based within the Moqhaka Local Municipality's area of jurisdiction;
- All persons in the service of the state are not allowed to bid; and
- 80/20 Preferential Pointing System will be used to evaluate the quotes.
- Bidders must attach a certified copy of the BBBEE Certificate to qualify for BBBEE points
- Bidders who do not have BBBEE Certificates will not be disqualified

Please attach the following documents:

(Failure to submit the below mentioned documents will result to immediate disqualification)

- **An original valid Tax Clearance Certificate obtainable from SARS;**
- **Company Registration Document;**
- **An original current account in terms of water & lights/Rates & Taxes obtainable from the municipality where the business resides; and**
- **Complete the MBD 4 Forms**

Enquiries

All enquiries pertaining to Supply Chain Management Matters can be directed to Ms. Dikeledi Moleofi at 056 216 9303

**Municipal Manager
MS Mqwathi**