

RATLOU LOCAL MUNICIPALITY



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Postal Address

Private Bag X209
Madibogo
2772

REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS

Prospective service providers are hereby requested to submit formal written price quotation as per attached specification.

DESCRIPTION	: LIBRARY LEARNERSHIP TRAINING
TENDER NO	: NW381/CORPS30-10/2017/2018
DATE PUBLISHED	: 01 NOVEMBER 2017
BRIEFING SESSION	: N/A
CLOSING DATE	: 10 NOVEMBER 2017
TIME	: 11H00a.m
SUBMISSION ADDRESS	: RATLOU LOCAL MUNICIPAL OFFICES SETLAGOLE VILLAGE TENDER BOX (GENERALLY OPENED 24 HOURS AND 7 DAYS PER WEEK)

The following documents should be submitted with your quotation:

- ❖ Valid Original Tax Clearance Certificate/ Tax compliance status pin in line with tax reforms
- ❖ Proof of Business registration on Central Supplier Database
- ❖ Certified copy of BBBEE Certificate/ Original
- ❖ Recent statement as proof of payment of municipal services (rates, taxes, water, etc.) for both the company and all the directors of the company;
- ❖ Recognisable proof of company addresses or lease agreement whichever applies obtainable from your local municipality, tribal office or landlord.
- ❖ Proof of residence of all directors as they appear on the company registration certificate obtainable from your local municipality or tribal authority

**NB No copies of certified copies will be accepted.
All certified copies should not be more than three months from the date of the advertisement.**

The following conditions will apply:

- Price(s) quoted must be valid for a period of 45 days from date of your offer.
- Price(s) quoted must be inclusive of VAT (if registered).

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NW381/CORPS30-10/2017/2018

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- Quotation should be submitted with **MBD 4, 7.2, 8 and 9** obtainable from Office #12 at the Municipal Offices or from the municipal website.
- The price quotation is expected to be within a threshold of **R30 000** and **R200 000** including VAT
- **80/20 Preferential Points System will apply.**
- **Bids will be evaluated on Returnable documents, Functionality and Price and Preferential points Phases.**

N.B Failure to comply with these conditions may invalidate your offer.

SPECIFICATIONS FOR LIBRARY LEARNERSHIP TRAINING

#	NAME OF PROGRAM	UNIT STANDARD	NQF LEVEL	BENEFICIARIES
1	Library Learnership Training	SAQA ID: 58624	NQF: L5	11

SPECIAL CONDITIONS OF CONTRACT

- ✓ The service provider must issue accredited certificate after completion of the program
- ✓ Duration of the program 4 – 12 months

FUNCTIONALITY

Confirmation Letters of similar Work Conducted – (Confirmation letter should be in a letter head of your previous client)
30

5 Confirmation letters and more	30
3 - 4 Confirmation letter	20
1 - 2 Confirmation letter	10
No Confirmation letters	0

Experience of the bidder in similar field (CVs of key personnel to be attached)
20

6 years and above	20
4 – 5 years	10
1 – 3 years	05
Less than a year	0

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Registration with relevant SETA

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Registration with Education and training development SETA



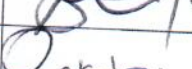
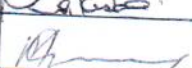

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No registration with Education and training development SETA

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NB: Bidders who obtain less than 60% on functionality will be regarded as non-responsive and will not be evaluated further.

MEMBERS OF THE SPECIFICATION COMMITTEE

NAME & SURNAME	DESIGNATION	SIGNATURE
C Tjale	Chairperson	
K. Phutieagae	Member	
T Seleke	Member	
R Rakuba	Requesting Department	
E Moroeng	Requesting Department	

Approved / ~~Disapproved~~



**Patience Lekgetho
Acting Municipal Manager**