

RATLOU LOCAL MUNICIPALITY



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Private Bag X 209
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	: PROVISION OF MUNICIPAL FINANCE MANAGEMENT PROGRAMME TRAINING
TENDER NO	: NW381/CORPS02-FEB/2018/2019
DATE PUBLISHED	: 13 FEBRUARY 2019
BRIEFING SESSION	: N/A
CLOSING DATE	: 20 FEBRUARY 2019
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:

- ❖ Tax Compliance Status Pin in line with the latest 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).
- Quotation should be submitted with **MBD 1, 4, 7.2, 8 and 9** obtainable from Office #12 at the Municipal Offices or from the municipal website.

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- The price quotation is expected to be within a threshold of **R30 000** and **R200 000** including VAT
- **80/20 Preferential Point 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.

PROVISION OF MUNICIPAL FINANCE MANAGEMENT PROGRAMME TRAINING

	ID	UNIT STANDARD TITLE	PRE-2009 NQF LEVEL	NQF LEVEL	CREDITS
Core	<u>116345</u>	Apply the principles of budgeting within a municipality	Level 5	Level TBA: Pre-2009 was L5	15
Core	<u>116342</u>	Apply approaches to managing municipal income and expenditure within a multi-year framework	Level 6	Level TBA: Pre-2009 was L6	15
Core	<u>116340</u>	Apply costing principles to municipal operational and service-based costing	Level 6	Level TBA: Pre-2009 was L6	11
Core	<u>116339</u>	Apply risk management in South African municipalities	Level 6	Level TBA: Pre-2009 was L6	10
Core	<u>116346</u>	Apply techniques and South African statutes to cash and investment management in a municipal environment	Level 6	Level TBA: Pre-2009 was L6	10
Core	<u>116344</u>	Apply the Inter-governmental Fiscal Relations Act to municipal financial management	Level 6	Level TBA: Pre-2009 was L6	10
Core	<u>116347</u>	Contribute to capital planning and financing	Level 6	Level TBA: Pre-2009 was L6	15
Core	<u>116358</u>	Contribute to the strategic planning process in a South African municipality	Level 6	Level TBA: Pre-2009 was L6	15
Core	<u>116362</u>	Manage a municipality's assets and liabilities	Level 6	Level TBA: Pre-2009 was L6	11
Core	<u>116353</u>	Participate in the design and implementation of municipal supply chain management	Level 6	Level TBA: Pre-2009 was L6	12
Core	<u>116364</u>	Plan a municipal budgeting	Level 6	Level TBA:	8

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		and reporting cycle		Pre-2009 was L6	
Core	<u>116363</u>	Prepare and analyse municipal financial reports	Level 6	Level TBA: Pre-2009 was L6	12
Fundamental	<u>116343</u>	Apply the principles of ethics in a municipal environment	Level 6	Level TBA: Pre-2009 was L6	10
Fundamental	<u>116348</u>	Conduct stakeholder consultation around municipal finance programmes	Level 6	Level TBA: Pre-2009 was L6	8
Elective	<u>116351</u>	Conduct auditing planning and implementation in a South African municipality	Level 5	Level TBA: Pre-2009 was L5	12

SPECIAL CONDITIONS

- ✓ The service provider must issue accredited certificate/ competency certificate upon completion of the program
- ✓ The municipality will provide training facilities (Setlagole Community Library or Kraaipan Skills Centre) and lunch
- ✓ Number of beneficiaries - 06

FUNCTIONALITY

Confirmation Letters of similar Work Conducted – (Confirmation letter should be in a letter head of your previous client) 40

7 and more Confirmation letter 40
 5 – 6 confirmation letters 30
 3 – 4 Confirmation letters 20
 1 – 2 Confirmation letter 05
 0 Confirmation letter 00

Accreditation with LG SETA 40




Accredited with LG SETA 40
 Not accredited with LG SETA 00

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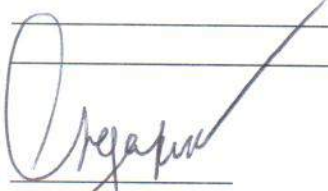
LOCALITY –	20
Within Ratlou	20
Within Ngaka Modiri Molema	15
Within North West Province	10
Outside the Province	00

NB: Bidders who obtain less than 70% on functionality will be regarded as non-responsive and will not be evaluated further.

MEMBERS OF THE SPECIFICATION COMMITTEE

NAME & SURNAME	DESIGNATION	SIGNATURE
K. Phutieagae	Chairperson	
J. Leoko	Member	
E. Moroeng	Requesting Department	

Approved / ~~Disapproved~~



Cassius Sejake
Acting Municipal Manager