



Date of advert: **11 March 2021**

**NQUTHU MUNICIPALITY
UMASIPALA WASE NQUTHU**

QUOTATION NUMBER: SCM/554/20-21

Dear Sir / Madam

REQUEST FOR 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 quoting the abovementioned quotation number not later than **Thursday, 18 March at 12H00**.

The quotation can either be hand delivered in a sealed envelope marked with the quotation number to: **The Quotation Box situated at the reception area of Nquthu Municipal offices, Lot 83/2 Mdlalose Street, Nquthu; OR faxed to: 034 271 6148** for the attention of the SCM Office.

The following conditions will apply:

- Price(s) quoted must be valid for at least thirty (30) days from date of your offer.
- Price(s) quoted must be firm and must be inclusive of VAT.
- A firm delivery period must be indicated.
- Bidders must complete MBD4 (**Declaration of Interest**) and MBD6.2 (**Local content and production**) obtainable from the municipal SCM office and submit it with their quotations.
- Bidders must be registered in the Municipal Suppliers Database.
- Quotations between **R30 000** and **R200 000** will be evaluated using **80/20** preferential system.

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

Failure to comply with these conditions may invalidate your offer.

Yours faithfully

Tel: 034 271 6184
adsithole@nquthu.gov.za

ITEM No.	DESCRIPTION OF GOODS /SERVICES	QUANTITY						
	Request service provider to conduct Training on 100 Local farmers (Co-operatives)							
	TERMS OF REFERENCE							
	<p>We kindly request training for 100 local farmers (Cooperatives), the training will run for 20 days and the starting date will be proposed by the end – user department.</p> <p>Accredited Training Provider to train the following:</p> <ol style="list-style-type: none"> 1. Cooperatives Governance & Leadership (as per Cooperatives Act 14 of 2005) <ol style="list-style-type: none"> a. Cooperative Governance b. Cooperative Management c. Cooperative Leadership 2. Basic Business Management Skills <ol style="list-style-type: none"> a. Characteristics of Entrepreneur b. Sourcing Markets & Retain customers c. Record Keeping (basic bookkeeping) d. Resources Management 							
	<table border="1" data-bbox="395 1541 1115 2094"> <thead> <tr> <th data-bbox="395 1541 743 1653">CRITERIA</th> <th data-bbox="743 1541 1115 1653">SUBMISSION REQUIREMENT</th> </tr> </thead> <tbody> <tr> <td data-bbox="395 1653 743 1989">Accreditation</td> <td data-bbox="743 1653 1115 1989"> Service provider must submit proof of accreditation with Services Seta with: <ul style="list-style-type: none"> • New Venture Creation NQF Level 2 </td> </tr> <tr> <td data-bbox="395 1989 743 2094">Personnel Capacity</td> <td data-bbox="743 1989 1115 2094">Project Manager - 5 or more years of experience in</td> </tr> </tbody> </table>	CRITERIA	SUBMISSION REQUIREMENT	Accreditation	Service provider must submit proof of accreditation with Services Seta with: <ul style="list-style-type: none"> • New Venture Creation NQF Level 2 	Personnel Capacity	Project Manager - 5 or more years of experience in	
CRITERIA	SUBMISSION REQUIREMENT							
Accreditation	Service provider must submit proof of accreditation with Services Seta with: <ul style="list-style-type: none"> • New Venture Creation NQF Level 2 							
Personnel Capacity	Project Manager - 5 or more years of experience in							

	<p>managing similar projects – CV & qualifications with Project Management Degree/Diploma.</p> <p>Facilitators – provide 2 Facilitators with deep knowledge and Qualifications on Cooperatives Management, Facilitation Certificate. 2 or more years of experience in training Cooperative.</p>	
Capacity to Deliver	Demonstrate the ability to provide and facilitate training in the listed programs.	
Company Experience	5 or more years of experience in providing similar trainings.	
References	Provide 3 or more contactable references, accompanied written references or appointment letters.	
<p>NB: Training Manuals and facilitation must be in pure Zulu</p> <p>NB: Service provider to issue CERTIFICATE OF ATTENDANCE</p>		
<p>MANDATORY REQUIREMENTS:</p> <ul style="list-style-type: none"> • A valid original Tax Clearance Certificate or compliance clearance Pin must be submitted. • Schedule of previous similar works (relevant experience). • Letter of Accreditation with LGSETA • Certified copy of B-BBEE certificate • Facilitators certified copies of academic certificates • Company registration certificate. • MBD 4 Declaration of interest • Proof of payment for municipal services (rates or rentals) • Proof of CSD registration 		

DELIVERY ADDRESS:

NQUTHU MUNICIPALITY

i * MSCM Regulations: "in the service of the state" means to be –

- (a) a member of –
 - (i) any municipal council;
 - (ii) any provincial legislature; or
 - (iii) the national Assembly or the national Council of provinces;
- (b) a member of the board of directors of any municipal entity;
- (c) an official of any municipality or municipal entity;
- (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act, 1999 (Act No.1 of 1999);
- (e) a member of the accounting authority of any national or provincial public entity; or
- (f) an employee of Parliament or a provincial legislature.