



SUPPLY CHAIN MANAGEMENT UNIT

RE-ADVERTISEMENT

QUOTATION NO:76/23/24

BATHO PELE TRAINING

Quotations are hereby called from suitably qualified and experienced service providers to provide Batho Pele training as per the following specification:

1. Scope of work

TRAINING	TYPE OF TRAINING	NO. OF DAYS	NUMBER OF LEARNERS
Skills Programme	SAQA US ID - 242860 Unit standard Title- Apply the Batho Pele principles to own work role and context NQF Level 3	2	10

2. Projects deliverables

2.1 Training outcomes

- LG Seta Certificate
- Statement of result

2.2 Requirements of the Facilitator

- Experience in facilitating
- Compliance with tender process
- Two (02) days of facilitation programme
- Accreditation with LGSETA on unit standard 242860 NQF level 3 (Attach proof of company accreditation indicating the unit standard)
- Facilitator must have previous experience on facilitation of US ID 242860 (Apply Batho Pele principles to own work role and context)
- Assessor & Moderator must be registered with the LGSETA

2.3 Resources to be provided by the bidder.

- Training manuals
- Flip chart

2.4 Resources to be provided by the Municipality.

- Refreshments
- Training venue

Executive Committee

Cllr. TP Mdlalose (Mayor) | Cllr. PM Sishi (Deputy Mayor) | Cllr. BL Magwaza (Speaker) | Ex Officio Mr S Khuzwayo (Municipal Manager)
Cllr. NF Ntuli | Cllr. LR Mdletshe | Cllr. ST Magwaza | Cllr. MS Mdunge | Cllr. M Shelembe



Quotations will be evaluated and adjudicated according to the following criteria:

The following PPPFA Regulations 2022 Specific Goals are applicable for 80/20 evaluation criteria:

Specific Goal	Maximum Allocated Points	Verification document
Enterprise Located within the Mandeni Municipality	7	CIPC registration documents
Enterprise 100% owned by Youth	6	ID Copy of directors and CSD
EME or QSE which is at least 100% owned by black people	5	ID Copy of directors and CSD
Enterprise 100% owned by Women	2	ID Copy of directors and CSD

- Supplier must be registered on the National Treasury's Central Supplier Database (CSD) and provide a proof of registration. The information recorded on your CSD report will be used to verify the following information: tax compliance status; company registration details; banking details; identity numbers of directors and employees in the service of the state
- Council's Supply Chain Management Policy.
- Prices tendered must be firm and inclusive of VAT.
- Quotation is valid for 30 days
- Supplier shall provide the Municipality a valid original tax clearance certificate/Tax Compliance Status with pin
- Service providers to complete in fully all relevant MBD's (1,4,6.1,8,9) that are available on municipal website.
- Accreditation with LGSETA on unit standard 242860 NQF level 3 (Attach proof of company accreditation indicating the unit standard)
- Facilitator must have previous experience on facilitation of US ID 242860 (Apply Batho Pele principles to own work role and context) appointment letter or purchase must be attached.
- Assessor & Moderator must be registered with the LGSETA
- A copy of the most recent municipal account in which the business is registered. District municipality (water) and Local municipality (rates, electricity and other) or if the bidder is a tenant then a lease agreement must be provided. If the bidder resides in rural areas they must provide a letter from the Councillor/ or Traditional Inkosi and an affidavit stating that the bidder is exempt from paying rates and taxes. Submit both for bidder and the director.
- All prospective tenderers will be screened in accordance with the National Treasury's Defaulters Database.
- No quotations will be considered from persons in the services of any organ of the state.
- Non-compliance with the above-mentioned criteria will lead to disqualification



Quotations are to be completed in accordance with the Specification and must be sealed in an envelope and marked **"BATHO PELE"** **Quotation number: 76/23/24** and must be deposited in the Bid Box situated at the Reception: Civic Centre, 2 Kingfisher Road, Mandeni not later than **12H00, Tuesday, the 05th of March 2024**. **Late and verbal quotations will under no circumstances be considered.**

The Mandeni Municipality does not bind itself to accepting the lowest, or any tender, either wholly or in part or give any reason for such action.

Technical enquiries may be directed to Mrs. Jabu Ndlovu and SCM enquiries to Mr. Lungisani Nduli on 032-456 8200.



MR SG KHUZWAYO
MUNICIPAL MANAGER

Date: 28/02/2024