



## **HARRY GWALA DISTRICT MUNICIPALITY**

**"Together We Deliver and Grow"**

### **OFFICE OF THE MUNICIPAL MANAGER**

40 Main Street, Private Bag X501, IXOPO 3276

Tel: (039) 834 8700 Fax: (039) 834 1701

Email: [jilin@harrygwaladm.gov.za](mailto:jilin@harrygwaladm.gov.za)

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### **REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS PROVISION OF INCIDENTAL INVESTIGATION TRAINING.**

Harry Gwala District Municipality hereby requests proposals from reputable and experienced service providers to assist with the provision of Incident Investigation Training for 40 employees.

#### **SPECIFICATION**

The Training Provider should provide the following services:

- Training Material.
- Training Facilitation on Incident Investigation (2 days).
- Certification of Attendance.
- Refreshments for training (morning tea and lunch).

**Note: Training must be conducted for two groups on different days, i.e. Group 1 (20) and Group 2 (20).**

The following conditions will apply:

**Invalid or non-submission of the following documents will lead to immediate disqualification of the tender:**

- Valid tax clearance certificate or SARS pin.
- The service providers must include 2 reference letters proving experience in Incident Investigation Training.
- Central Supplier Database Registration.

The following conditions will apply:

- Prices quoted must be firm and must be inclusive of VAT (if applicable).
- All quotations submitted shall be valid for 30 days after the tender closing date.

- A signed MBD4 form must be submitted with a price written quotation (available on our website and reception)
- A certified or original valid B-BBEE status level verification certificate must be submitted to claim preference points.
- 80/20 Preference points system will be used in Evaluation.
- Your company must be registered on municipal database and central supplier database.

#### **CLOSING DATE**

The closing date for the bidders is ~~on 20~~ **August 2019 at 12h00**. Quotations must be enclosed in **SEALED ENVELOPES** and clearly labelled with the project name **"PROVISION OF INCIDENT INVESTIGATION TRAINING"** on the outside of the envelopes addressed to **The Municipal Manager**.

Bids must be deposited in the Bid Box at the reception area of Harry Gwala District Municipality, 40 Main Street, Ixopo, before the closing date and time. Telegraphic, telexed or faxed bids will not be considered and late bids will not be accepted.

Harry Gwala District Municipality does not bind itself to accept the lowest or any Bid and reserves the right to accept the whole or any part of the Bid.

#### **BID ENQUIRIES**

All tender enquiries and all other matters shall be directed in writing to **Mrs. PP Cele** on 039 834 8700 during working hours.

**Mrs A.N Dlamini**

**Municipal Manager**

