



# HARRY GWALA DISTRICT MUNICIPALITY

"Together We Deliver and Grow"

## OFFICE OF THE MUNICIPAL MANAGER

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### RE-ADVERTISEMENT

#### REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS

Harry Gwala District Municipality hereby requests proposals from suitably experienced and accredited service providers to provide Safety, Health and Environmental Training (SHE REPS) for 40 Harry Gwala district municipality employees for period of 2 days

#### SPECIFICATION/SCOPE

The training must cover the following unit standard:

- 242668 Demonstrate knowledge and application of the occupational Health and Safety Act, 85 of 1993 (OHS Act) and the responsibilities of management in terms of the Act (4 credits)

#### The service provider/s should provide the following

- Training material
- Training facilitation for 2 days
- Assessment and moderation of learners
- Certificate of learners with expiry date
- Finger lunch for learners
- Proof of accreditation/extension from the relevant SETA for the specific required unit standard/qualification
- Order/reference for rendering similar services.

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

- Central Supplier database registration (CSD)
- The following MBD forms must be submitted with all Bids (available on our website and reception). MBD4, MBD6.1, MBD8, MBD9
- Municipal utility bill for the property rates and services for the company not older than 90 days/valid lease agreement/affidavit when your company operates from home or rural

area. Attach a municipal payment arrangement agreement with the municipality for rates and services that are in arrears for more than 90 days.

- All quotations submitted must have full name(s) of company, registration number, company letterhead.
- Orders and reference for rendering similar service
- Proof of accreditation from relevant SETA

**The following conditions will apply:**

- Valid tax clearance certificate or SARS pin
- 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.
- Your company must be registered on municipal database and central supplier database.
- 80/20 Preference points system will be used in Evaluation.

**Allocation of specific goals**

<b>Specific goals allocated on terms of this tender</b>	<b>Number of points 80/20</b>	<b>Verification documents</b>
Enterprise located within KZN province	20	Municipal utility bill, CSD, ID copies of directors   company registration
Enterprise located outside of KZN province	10	Municipal utility bill, CSD, ID copies of directors   company registration

**CLOSING DATE**

The closing date for the bidders is on ~~.....~~<sup>25</sup> **November 2024 at 12h00**. Bids must be enclosed in **SEALED ENVELOPES** and clearly labelled with the **"SAFETY,HEALTH ENVIRONMENTAL TRAINING( SHE REPS)"** 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 Municipal, 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 to **Mrs P Cele** on 039 834 8700 during working hours.

A handwritten signature in black ink, appearing to be 'P. Sineke', is written over a horizontal line.

**GM SINEKE**  
**Municipal Manager**