



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 quotations from suitable qualified, experienced and accredited service providers to provide training on understanding basic cleaning principles for 51 EPWP attendants for 2 days

SPECIFICATION

Training must cover the following unit standard:

- Describe the essential components required for any cleaning task in a work environment
- Understand the principles of planning and preparing for a cleaning task
- Understand the principles of performing end of task procedure after cleaning
- Health and safety principles
- Understand the principles of cleaning.

The service provider/s should provide the following services:

- Training manual and material
- Training facilitation for 1 day per group
- Certification to learners
- Reference letters for rendering similar services.
- Detailed implementation plan for training
- **Training will be divided into two groups and takes place at Harry Gwala district municipality main office and Kokstad satellite office.**

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.

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.

Specific goals allocation

Specific goals	Number of points 80/20	Verification
Reconstruction & Development Program goals (RDP) 20 points		
South African owned enterprise	20	Municipal utility bill: directors or co. affidavit if company is not paying any municipal bills CSD

CLOSING DATE

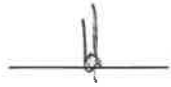
The closing date for the bidders is **on 17. December 2024 at 12h00**. Bids must be enclosed in **SEALED ENVELOPES** and clearly labelled with the **"Cleaning principles"** on the outside of the envelopes addressed to **The Municipal Manager**.

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 'SINEKE', is written over a horizontal line.

GM SINEKE

Municipal Manager