



# 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 inventory management training for 10 Harry Gwala district municipality employees

#### SPECIFICATION/SCOPE

The training must cover the following unit standard:

- 377894 Apply the principles of inventory management in the public sector

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

- Training manual and material
- Training facilitation for 3 days
- Assessment and moderation of learners
- Certificate of competency to learners
- Orders and reference for rendering similar service
- Proof of accreditation from relevant SETA for the specific required unit standard
- Training venue around Harry Gwala district municipality and refreshments (morning tea and lunch)

#### 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.

- 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**

Specific goals allocated on terms of this tender	Number of points 80/20	Verification documents
South African owned enterprise	20	ID copies of directors   company registration   detailed CSD   Shareholders certificate

**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 **"INVENTORY MANAGEMENT"** 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.



**GM SINEKE**

**Municipal Manager**