



# HARRY GWALA DISTRICT MUNICIPALITY

“Together We Deliver and Grow”

## OFFICE OF THE MUNICIPAL MANAGER

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### ADVERTISEMENT

#### REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS

#### SHE REPRESENTATIVE, FIRST AIDERS AND SUPERVISORS TRAINING

Harry Gwala District Municipality hereby requests proposals from reputable and experienced Service Providers to provide sustainable training for Harry Gwala District Municipality employees who are Safety, Health & Environment (SHE) Representatives, First Aiders and Supervisors leading to the award of a Certificate.

Safety, Health & Environment (SHE) Representative (2 days): **15 employees**

First Aiders Training (2 days): **15 employees**

Supervisors (1 day): **10 employees**

The training must cover the following:

- Hazard identification (1 day)
- Risk Assessment (1 day)
- First Aid (L1) (2 days)
- Safety for Supervisors (1 day)

#### **SPECIFICATION**

- The Training Provider should provide the following services:
- Training Material
- Training Facilitation for five days
- Certification of Learners

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

- Valid tax clearance certificate or SARS pin.
- SETA accreditation certificate
- Central Suppliers Database registration

The following conditions will apply:

- Prices quoted must be firm
- 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.

## **CLOSING DATE**

The closing date for the bidders is on **04 September 2018 at 12h00**. Quotations must be enclosed in **SEALED ENVELOPES** and clearly labelled with the project name "**SHE REP, FIRST AIDERS AND SUPERVISORS TRAINING**" on the outside of the envelope 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** 039 834 8700 during working hours.

**Mrs A.N Dlamini**

**Municipal Manager**