



**HARRY GWALA DISTRICT MUNICIPALITY**  
"Together We Deliver and Grow"

**OFFICE OF THE MUNICIPAL MANAGER**

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**REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS**

Harry Gwala District Municipality hereby invites reputable suitable qualified accredited and experienced service providers for the provision and facilitation of cashier training for 5 Harry Gwala District Municipality employees for period of 2 days

**Training should must cover the following unit standard:**

- 258855: operate and maintain cashiering equipment
- 246763: perform cashiering administration

**Service provider/s should provide the following services:**

- Training manual and material
- Training facilitation for 2 days
- Assessment and moderation of learners
- Certification of competency to learners
- Proof/appointment letter and 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
- A signed MBD4 form must be submitted with all Bids (available on our website and reception).
- SETA accreditation

**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 points for specific goals**

<b>Specific goals</b>	<b>Number of points 80/20</b>	<b>Verification</b>
( RDP goal 20 points )	20	
South African owned enterprise	20	Central supplier database - CSD

**CLOSING DATE**

The closing date for the bidders is on <sup>02-MAY</sup> ~~28~~ April 2023 at 12h00. Bids must be enclosed in **SEALED ENVELOPES** and clearly labelled with the **"CASHIER 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 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 N.P Sikhosana** on 039 834 8700 during working hours.



**GM SINEKE**

**Municipal Manager**