



MSINGA MUNICIPALITY

REQUEST FOR QUOTATIONS

Quotations are hereby invited in terms of section 18(a) of the Msinga Municipality's Supply Chain Management Policy together with section 83 of the Municipal Systems Act, No.32 of 2000, as amended and read together with sections 110,111 and 112 of the Municipal Finance Management Act No.56 of 2003 for:

SUPPLY CHAIN MANAGEMENT BID COMMITTEES TRAINING (ACCREDITED)

REQUIREMENTS:

- Accredited Service Provider
- Accredited Training with NQF Levels
- Accredited Certification with number of credits
- Assessment of learning days
- Moderation of learning
- Compliance with tender process

- Five (5) days of facilitation process
- Training of 15 SCM Committee Members
- Training facilitation
- Training Manuals
- Assessment, Moderation and Certification
- Accommodation, 3 meals per day and venue (including breakfast) - 5 days/nights

QUOTATION SUBMISSION

The quotation must be enclosed in a sealed envelope marked, **SCM BID COMMITTEE MEMBERS TRAINING** And deposited in the Msinga Municipal Tender Box at Reception, not later than **12h00 on the 14 February 2018**. Late quotations and not clearly marked as prescribed will not be considered.

The training **MUST** cover the following:

- a. STATUTORY AND REGULATORY FRAMEWORK FOR SCM**
- b. THE CONCEPT 'SUPPLY CHAIN MANAGEMENT'**
- c. PILLARS OF SCM**
- d. ACCOUNTABILITY FOR AND IMPLEMENTATION OF SCM**
- e. ACQUISITION METHODS AND THRESHOLD VALUES**
- f. THE BIDDING PROCESS**
- g. THE PREPARATION AND INVITATION OF BIDS**

h. THE BID COMMITTEES

i. The Bid Specification Committee

ii. The Bid Evaluation Committee

iii. The Bid Adjudication Committee

i. AWARDING OF CONTRACTS TO TENDERERS

j. CANCELLATION AND RE-INVITATION OF TENDERS

k. UNSOLICITED BIDS

l. SALE AND LETTING OF ASSETS

m. AVAILABLE REMEDIES FOR FRAUD AND CORRUPTION

n. CO-OPTING MEMBERS ON BID COMMITTEES

o. DELEGATIONS

p. PARTICIPATION OF ADVISORS

q. PROCEDURAL REQUIREMENTS FOR BID COMMITTEES

r. RULES AND CODE OF CONDUCT FOR BID COMMITTEE MEMBERS

The following conditions will apply:

- Price quoted must be valid for at least thirty (30) days from date of your offer.
- Price quoted must be firm and must be inclusive of VAT.
- A firm training period must be indicated and firm.
- This quotation will be evaluated in terms of the 80/20 preference point system as prescribed in the Preferential Procurement Policy Framework Act (No 5 of 2000) together with Preferential Procurement Regulations, 2017

NB: No quotations will be considered from persons in the service of the state.

Failure to comply with these conditions may invalidate your offer.

ENQUIRIES

Enquiries can be directed to Thobani Buthelezi on 033 4930761/2/3 from 07h30 to 16h00.

NOTICE TO ALL BIDDERS

The following documents **MUST** be submitted with quotations:

- Tax Clearance Certificate (Original) or Pin Number
- Company Registration
- Registration with SETA
- BBB EE Certificate/ letter from Auditors in case of EMEs
- MBD 6.1 PPPA form ,obtainable from Municipality
- MBD 4 Declaration of interest, obtainable from Municipality

Msinga Municipality's Supply Chain Management Policy will apply and the Municipality is not bound to accept the lowest proposal or furnish any reason for the acceptance or part rejection of any proposal and reserves the right to accept any proposal or part thereof.

Quotation no: MS/2017/2018/002/F



FB Sithole
Municipal Manager

29. 01. 2018

Date