



REQUEST FOR FORMAL WRITTEN PRICE PROPOSALS NOTICE NO: 75/2023/2024

Walter Sisulu local Municipality is seeking for a training provider which is accredited in Certificate: Municipal Finance Management to facilitate a programme for staff members of 13. Detailed specification is contained in the tender document that may be obtained from the Walter Sisulu Local Municipality Supply Chain Management (SCM) Unit upon payment of a non-refundable amount of R890 (eight hundred and ninety rand), either paid in cash or by means of electronic funds transfer (EFT) to the Walter Sisulu Local Municipality. The cash amount is to be paid at the cashier's office between the hours of 08:00 and 16:00, prior to the collection of the tender documents from the SCM unit. The tender documents will be available from **Tuesday, 05 March 2024**.

NB: For EFT payment deposit at Walter Sisulu Municipality FNB Account No: **62476326965** and use this Notice No 75/2023/2024 as reference. Proof of payment to be sent to: ntembeko.mshicileli@wslm.gov.za Upon receiving proof payment, Walter Sisulu Municipality will email the tender document to the service providers who are unable to make collection.

ADVERT FOR SERVICE PROVIDER TO IMPLEMENT MFMP NQF LEVEL 5/ SAQA Qualification ID No.49554

The following conditions will apply:

- Price(s) quoted must be valid for at least ninety (90) days from date of your offer.
- Price(s) quoted must be firm and must be inclusive of VAT (if registered for Vat) and disbursement costs involved with project
- A firm delivery period must be indicated.
- A valid Tax Clearance certificate or SARS verification pin to be supplied.
- Copies of Company Registration Certificates and Identity documents.
- Central Supplier Database (CSD) registration form.
- All bidders must submit latest Municipal Rate charges and taxes Statement of the Company or All its Directors from their respective Municipalities and must not be older than three months showing that they do not owe their respective Municipality, the stated document must not be older than 90 days in arrears or attach a valid signed lease agreement, signed by both Lessor and Lessee. If exempted, please attach letter of exemption from the respective Municipality Ward Councilor- as confirmation of proof of residence , the letter must be on the letter head of the Municipality be signed and stamped by the Councilor of the respective Municipality
- Failure to complete MBD Forms will result in a tender deemed non-responsive
- No faxed or e-mailed documents will be accepted
- All copies must be originally certified.
- Proposals which are late, incomplete, unsigned will not be accepted.

- The municipality does not bind itself to accept the lowest or any tender and reserves the right to accept the whole or part of the bid.

Failure to comply with these conditions may invalidate your offer.

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

BID EVALUATION AND ADJUDICATION

Functionality Evaluation

The evaluation criteria for the project are as set out in the table below:

Functionality Criteria	Maximum Number of Points
Company Experience and track-record on projects of similar scope Attach four completion letters or Recommendation /reference letters (one letter = five points) Company	20
Submit a Certificate to be a Facilitator, An Assessor and Moderator accredited by SETA	20
Experience and Qualification on proposed personnel (curriculum vitae) Facilitator must have a NQF Level 7 Qualification on a relevant field or Equivalent with CV = 15 Experience as follows: 0 to 5 years = 5 5 to 10 years = 10 10 years and above =15	30
Possible score for functionality	70

Note: Bidders must score a minimum of 60 out of 70 points to be considered for further evaluation.

This bid will be evaluated and adjudicated according to the following criteria:

1. Supply Chain Management Policy of Walter Sisulu Municipality
2. PPPFA and associated revised regulations 2022
3. 80/20 point system will be awarded as follows:
 - Price :80 points
 - WSLM Specific Goals :20 Points

Points for Specific Goals as Listed Below.

51% Race (Black Owned Entity): 6 (30%), 51% Youth (18-35): 2 (10%), 51% Gender (Women): 4 (20%), 51% Disability: 2 (10%), 51% Locality (within WSLM): 4 (20%), 51% black military veterans: 2 (10%) and non-compliant contributor: 0 (0%)

Proposals should be submitted in a sealed envelopes clearly marked "**NOTICE 75/2023/2024 TENDER: PROVISION OF TRAINING SERVICES**" at No 1 Jan Greyling Street, BURGERSDORP 9744 **no later than Wednesday, 20 March 2024 at 12h00** . No late bids will be accepted for consideration

It is the prerogative of the Walter Sisulu Local Municipality not to award the tender or any part thereof to the lowest or any tender.

Technical Enquiries should be directed to Ms N Mazaleni during office hours from 07H45 to 16H30 at 051 633 2441 or E-mail ntombekhaya.mazaleni@wslm.gov.za

SCM Enquiries should be directed to Ms N Baleni –Gxumisa during office hours from 07H45 to 16H30 at 051 653 1777 or E-mail nelwazi.baleni@wslm.gov.za or nbaleni83@gmail.com

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 Mr Khaya Gashi
 Municipal Manager