



QUOTATIONS ARE HEREBY REQUESTED IN ACCORDANCE WITH THE SCM REGULATIONS SECTION 18 OF THE LOCAL GOVERNMENT MUNICIPAL FINANCE MANAGEMENT ACT 56 OF 2003, FOR THE PURCHASE OF ITEM/S THAT COULD BE ABOVE R30 000.00.

QUOTATIONS MUST BE SUBMITTED IN SEALED ENVELOPES CLEARLY MARKED "SERVICE PROVIDERS FOR TRAINING INTERVENTION: BASIC TRAINING FOR BATHO PRINCIPLES AND CUSTOMER CARE.

TO THE QUOTATION BOX SITUATED AT: RATES AND TAXES HALL (LESEDI OFFICES)  
C/O LOUW AND HF VERWORD STREET  
HEIDELBERG  
1438

ON OR BEFORE THE 17<sup>TH</sup> OF OCTOBER 2013 @12HOO.ALL ENQUIRIES REGARDING SPECIFICATIONS SHOULD BE REFERRED TO MR BABI MOHALE OR MR Khongi Molohlanye @ TEL 016 340 4397/4474 OR SIBULELO NXATHI @ 016 340 4538 WITH REGARDS TO THE BIDDING PROCEDURE.

DEPARTMENT: HUMAN RESOURCES

DATE: 08 October 2013

SPECIFICATIONS: SERVICE PROVIDERS FOR TRAINING INTERVENTION IN THE FOLLOWING FIELD:

- Basic Training for Batho Pele Principles and Customer Care (15 People).

The training interventions service providers must preferably:

1. Be Accredited with different sector training authority
2. Must be registered as a training centre
3. Must have SARS valid tax clearance
4. Must indicate Unit Standards as per SETA requirements
5. Valid Accredited Certificates
6. Skills Programme as per LGSETA Rate

The service provider will be required:

- To train officials on the above training interventions
- To provide their own training materials
- To provide results and certificates of participants after moderation and assessment
- To provide the course curriculum
- Promoting and maintaining high standards of professional ethics
- Providing service impartially, fairly, equitably and without bias
- Utilising resources efficiently and effectively
- Responding to peoples needs, the citizens are encouraged to participate in policy- making
- Rendering an accountable, transparent, and development- oriented public administration

Name of Company: \_\_\_\_\_

Telephone No : \_\_\_\_\_ Fax No: \_\_\_\_\_

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- Original tax clearance certificate
- Forms listed below (Evaluation Criteria)
- Latest Municipal Account
- Original /Certified copy of B-BBEE Certificate

**Evaluation Criteria:** 80/20 Preference point system as presented in the preferential procurement policy framework Act no 5 of 2000, for this purpose MBD 2, MBD 4, MBD 6.1, MBD 8, MBD 9 and Clearance Certificate For Water and Lights forms are obtainable at no cost from Sibulelo Nxathi @ Procurement Office should be scrutinized, completed and submitted together with your quotation.

**NB: Bidders who are not registered on the Lesedi Local Municipality's database for the year 2013 should make sure that they fill in the application form and submit it as part of their bids.**

  
KHONGI MOLOHLANYE



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DEPARTMENT: HUMAN RESOURCES

DATE: 08 October 2013

SPECIFICATIONS: SERVICE PROVIDERS FOR TRAINING INTERVENTION IN THE FOLLOWING FIELD:

- Basic Training for Integrated Development Planning (5 People).

The training interventions service providers must preferably:

1. Be Accredited with different sector training authority
2. Must be registered as a training centre
3. Must have SARS valid tax clearance
4. Must indicate Unit Standards as per SETA requirements
5. Valid Accredited Certificates
6. For the Period of Twelve Months as per LGSETA Rate

The service provider will be required:

- To train officials on the above training interventions
- To provide their own training materials
- To provide results and certificates of participants after moderation and assessment
- To provide the course curriculum
- Historical development
- IDP processes and mechanisms
- Municipal Budget
- Service Delivery and Budget Implementation Plan
- Performance Management
- Reporting

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QUOTATIONS MUST BE SUBMITTED IN SEALED ENVELOPES CLEARLY MARKED "SERVICE PROVIDERS FOR TRAINING INTERVENTION: BASIC TRAINING FOR Basic Ambulance Assistance. TO THE QUOTATION BOX SITUATED AT: RATES AND TAXES HALL (LESEDI OFFICES)  
C/O LOUW AND HF VERWORD STREET  
HEIDELBERG  
1438

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DEPARTMENT: HUMAN RESOURCES

DATE: 08 October 2013

SPECIFICATIONS: SERVICE PROVIDERS FOR TRAINING INTERVENTION IN THE FOLLOWING FIELD:

- Basic Training for Basic Ambulance Assistance ( 15 People).

The training interventions service providers must preferably:

1. Be Accredited with different sector training authority
2. Must be registered as a training centre
3. Must have SARS valid tax clearance
4. Must indicate Unit Standards as per SETA requirements
5. Valid Accredited Certificates
6. For the Period of Twelve Months as per LGSETA Rate

The service provider will be required:

- To train officials on the above training interventions
- To provide their own training materials
- To provide results and certificates of participants after moderation and assessment
- To provide the course curriculum
- First Aid Training
- OHS Training

Name of Company: \_\_\_\_\_

Telephone No : \_\_\_\_\_ Fax No: \_\_\_\_\_

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KHONGI MOLOHLANYE  
EXECUTIVE MANAGER: CORPORATE SERVICES



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QUOTATIONS MUST BE SUBMITTED IN SEALED ENVELOPES CLEARLY MARKED "SERVICE PROVIDERS FOR TRAINING INTERVENTION: BASIC TRAINING FOR LOCAL ECONOMIC DEVELOPMENT."

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DEPARTMENT: HUMAN RESOURCES

DATE: 08 October 2013

SPECIFICATIONS: SERVICE PROVIDERS FOR TRAINING INTERVENTION IN THE FOLLOWING FIELD:

- Basic Training for Local Economic Development (17 People).

The training interventions service providers must preferably:

1. Be Accredited with different sector training authority
2. Must be registered as a training centre
3. Must have SARS valid tax clearance
4. Must indicate Unit Standards as per SETA requirements
5. Valid Accredited Certificates
6. For the Period of Twelve Months as per LGSETA Rate

The service provider will be required:

- To train officials on the above training interventions
- To provide their own training materials
- To provide results and certificates of participants after moderation and assessment
- To provide the course curriculum
- Introducing to LED
- Strategic planning for LED
- Business retention and expansion
- Entrepreneurship
- Enabling mechanism for LED
- Investment Promotion for LED
- LED quantitative analysis: using statistic to determine strategies
- LED quantitative analysis: using statistic to determine a development profile
- Mentorship

Name of Company: \_\_\_\_\_

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DEPARTMENT: HUMAN RESOURCES  
DATE: 08 October 2013

SPECIFICATIONS: SERVICE PROVIDERS FOR TRAINING INTERVENTION IN THE FOLLOWING FIELD:

- Basic Training for Environment Management (7 People).

**The training interventions service providers must preferably:**

1. Be Accredited with different sector training authority
2. Must be registered as a training centre
3. Must have SARS valid tax clearance
4. Must indicate Unit Standards as per SETA requirements
5. Valid Accredited Certificates
6. For the Period of Twelve Months as per LGSETA Rate.

**The service provider will be required:**

- To train officials on the above training interventions
- To provide their own training materials
- To provide results and certificates of participants after moderation and assessment
- To provide the course curriculum
- Introduction to Environment Management
- Legislative Framework
- Environment management planning
- Environment management compliance and monitoring
- Environment Policy development and By- Laws
- Occupational Health and Safety

Name of Company: \_\_\_\_\_

Telephone No : \_\_\_\_\_ Fax No: \_\_\_\_\_

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