EMALAHLENI LOCAL MUNICIPALITY
CONTRACT DESCRIPTION:

APPOINTMENT OF AN ACCREDITED SERVICE PROVIDER TO TRAIN TWO (02) MUNICIPAL EMPLOYEES ON DISASTER RISK MANAGEMENT PROGRAMME NQF LEVEL 5

BID NO: ELM/1/2/2017Q
DATE ADVERTISED: 23 FEBRUARY 2017

Emalahleni Local Municipality herewith invites suitable service providers to submit quotes for the appointment of accredited service provider to conduct training on Disaster Risk Management programme for Two (02) Municipal employees.

SPECIFICATION

The content should cover but not limited to the following aspects:-

- Building Institutional Capacity in Disaster Risk Management –Module 1
- Conduct Risk Assessment –Module 2
- Develop and Implement Risk Reduction Plans–Module 3
- Implement Response and Recovery Plan –Module 4

PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT (PPPFA) POINTS WILL BE AWARDED AS FOLLOWS:

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<tbody>
<tr>
<td>Price</td>
<td>80 points</td>
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<tr>
<td>BBBEE</td>
<td>20 points</td>
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<td>Total</td>
<td>100 points</td>
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Bidders shall take note of the following bid conditions:

- Emalahleni Municipality’s Supply Chain Management Policy will apply.
- Original or Certified Copy of B-BBEE certificate will be considered if they were issued either by verification agencies accredited by the South African Accreditation System (SANAS) or by registered auditors approved by the Independent Regulatory Board of Auditors (IRBA) to be submitted and sworn affidavits are also accepted.
- Ck document to be attached.
- Original & Valid Tax Clearance or tax compliance status pin number must be submitted with quotations.
• The service provider must submit proof of accreditation from the relevant Sector Education and Training Authority (SETA), preferable a detailed letter specifying the unit standards accredited for.
• Quotes are to hold good for a period of 30 days.
• Certified Id copies of company directors to be submitted with the quotes.
• All municipal rates and taxes of the renderer must be paid where the business has its head or regional office and rates clearance certificate not older than 3 Months must be submitted with the bid, if the property is being leased by the bidder then lease agreement should be submitted.
• Emalahleni Municipality will only procure goods and services from suppliers that are registered on Central Supplier database. To register as a service provider on csd please visit: www.csd.gov.za, this is a self-registration process.
• Bidders to include the following municipal declarations with the quotes MBD4, MBD 8 and MBD9.
• Failure to submit all the above mentioned requirements will result in the bid being non responsive
Enquiries should be directed to Mr. S Dinga (047 878 2000/ 082 889 6386) between the hours of 8H00 and 15H00

Completed quotation documents are to be place in a sealed envelope endorsed

"APPOINTMENT OF AN ACCREDITED SERVICE PROVIDER TO TRAIN TWO EMPLOYEES ON DISASTER RISK MANAGEMENT PROGRAMME NQF LEVEL 5: BID NO: ELM/1/2/2017Q" and must be deposited in the bid box, at the offices of the Emalahleni Municipality, 37 Indwe Road, Lady Frere, 5410, not later Friday 03 March 2017 at 12H00, at which time the quotations will be opened in public.

DR SW VATALA
MUNICIPAL MANAGER