



Umkhandlu wakwa - **NONGOMA** - Local Municipality
Tel: (035) 831 7500 | Fax: (035) 831 3152 | P.O. Box 84 | Nongoma 3950

PROPOSAL FOR: TRAINING FOR COUNCILLORS SERVING IN VARIOUS PORTFOLIO COMMITTEES
PROPOSAL NUMBER: SCM NLM 18/2017/18

Proposals from highly experienced, qualified and reputable service providers are hereby invited in terms of section 18(a) of Nongoma Municipality Supply Chain Management policy together with section 83 of the Municipal systems Act, No 32. Of 2000, as amended and read together with section 110, 111,112 of the Municipal Finance Management Act 56 of 2003 for the **“TRAINING FOR COUNCILLORS SERVING IN VARIOUS PORTFOLIO COMMITTEES ”**

THE FOLLOWING DOCUMENTS ARE MANDATORY:

- Price (s) quoted must be valid for at least ninety (90) days from date of your offer and must be firm and inclusive of VAT
- This quotation will be evaluated in terms of the 80/20 preference point system as prescribed in the Preferential Procurement Policy Framework Regulations 2011 and for this purpose the MBD forms, MBD1, MBD 2, MBD 4, MBD 6.1 and MBD 9 must be scrutinized, completed and submitted together with your bid obtainable from the municipal website.
- Certified B-BBEE Verification certificate or sworn affidavit must be attached together with the valid tax clearance certificate with SARS pin and certified copy of CK document
- Proof of municipal rates and taxes not older than 3 months or proof of residence for residents in rural areas.

TECHNICAL SPECIFICATION

An accredited different service provider to deliver 3 day training session on each of the portfolio committee consists of not more than eight members. **The programme should cover across various portfolios as follows:**

- Corporate service committee,
- Finance Portfolio committee,
- Social Services committee ,
- Technical Services committee
- Exco Committee
- MPAC Committee

REQUIREMENT:

- Service Provider who is fully authorised by Council of Higher Education or Institutional accreditation by the relevant ETQA and learning programme approval by SETA.
- Service provider who have proven experience in training the same programme in local government sector.

EVALUATION CRITERIA

Proof of accreditation with SETA = 10

Company's experience in training in Local Government Sector (certificate of service or appointment letters must be attached) = 10.

1 up to 2 =5

3 up to 6=7

7 and above =10

Qualification of the Programme Facilitator =10

Relevant Diploma/Degree with proof of registration as constituency assessor =5

Post Graduate or Honours Degree in relevant field with proof of registration as constituency assessor =7

Master's Degree in relevant field with proof of registration as constituency assessor =10

Only providers with 80% and above in functionality will be further considered for price and preference point system.

PROPOSAL SUBMISSION

The proposal must be enclosed in a sealed envelope marked "**TRAINING FOR COUNCILLORS SERVING IN VARIOUS PORTFOLIO COMMITTEES**" and deposited in the Nongoma Municipality quotation/bid box at the reception not later than **12h00, Wednesday, the 29th November 2017** Late proposals and not clearly marked as prescribed will not be considered.

For further information or technical enquiries, prospective services provider may contact Miss F Ntshangase, Skills Development Facilitator on 035 831 7556 during office hours, 07H30 to 16H30 on weekdays.

MRS V T SOKHELA
ACTING MUNICIPAL MANAGER