MBD1

PART A
INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE THULAMELA MUNICIPALITY					
BID NUMBER:	36/2026/2027	CLOSING DATE:	08 DECEMBER 2026	CLOSING TIME:	11:00 AM
DESCRIPTION	PANEL OF TRAINING SERVICE PROVIDERS FOR THE IMPLEMENTATION OF MUNICIPAL WORKPLACE SKILLS PLAN (WSP) FOR A PERIOD OF THREE (3) YEARS				
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).					

BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX
SITUATED AT *(STREET ADDRESS*

OLD AGRIVEN BUILDING
THOHOYANDOU
0950

SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
TAX COMPLIANCE STATUS	TCS PIN:		**OR**	CSD No:	
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]	☐ Yes ☐ No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT	☐ Yes ☐ No	
[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]					
ARE YOU THE ACCREDITED REPRESENTATIVE **IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?**	☐Yes ☐No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR **THE GOODS /SERVICES /WORKS OFFERED?**	☐Yes ☐No [IF YES, ANSWER PART B:3]	
TOTAL NUMBER OF ITEMS OFFERED			**TOTAL BID PRICE**	**R**	
SIGNATURE OF BIDDER	.....		**DATE**		
CAPACITY UNDER WHICH THIS BID IS SIGNED					

BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO:		**TECHNICAL INFORMATION MAY BE DIRECTED TO:**	
DEPARTMENT	FINANCE	CONTACT PERSON	MS BIA BIA M.E
CONTACT PERSON	MUDZILI TP	TELEPHONE NUMBER	015 962 7614
TELEPHONE NUMBER	015 962 7629	FACSIMILE NUMBER	
FACSIMILE NUMBER	015 962 7718	E-MAIL ADDRESS	biabiame@thulamela.gov.za
E-MAIL ADDRESS	mudzilitp@thulamela.gov.za		

PART B
TERMS AND CONDITIONS FOR BIDDING

1.	**BID SUBMISSION:**
1.1.	BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2.	**ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED–(NOT TO BE RE-TYPED) OR ONLINE**
1.3.	THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
2.	**TAX COMPLIANCE REQUIREMENTS**
2.1	BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.2	BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3	APPLICATION FOR THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.
2.4	FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B:3.
2.5	BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.6	IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.7	WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
3.	**QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS**
3.1.	IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? ☐ YES ☐ NO
3.2.	DOES THE ENTITY HAVE A BRANCH IN THE RSA? ☐ YES ☐ NO
3.3.	DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? ☐ YES ☐ NO
3.4.	DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? ☐ YES ☐ NO
3.5.	IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? ☐ YES ☐ NO
	IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.

NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.
NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE.

SIGNATURE OF BIDDER: .....

CAPACITY UNDER WHICH THIS BID IS SIGNED: .....

DATE: .....

THULAMELA MUNICIPALITY

Civic Centre,
Old Agriven Bulding,
Private Bag X5066
Thohoyandou, 0950
Limpopo Province
Tel: (015) 962 7500
Fax: (015) 962 4020
(015) 962 5328

INVITATION TO BID

Thulamela Municipality invites prospective service providers for provision of the following service:

Bid Number	Description	Non-Refundable Bid Price	Contact Person	Evaluation Criteria
40/2026/2027	Provision of conferencing facilities and catering services within Thulamela Municipality	R4.00 per page or can alternatively be downloaded from Thulamela website **(www.thulamela.gov.za)** for free.	Ms Bia Bia M. E. (015 962 7666) and/or Mr Mudzili T.P. (015 962 7629	80/20 preference points system

Tender documents are obtainable from Procurement Office, Office No. 02 at Thulamela Local Municipality Head Office, during the following times: 08:00 to 15:30 (Monday to Friday) as from **06 November 2026 to 24 November 2027 at a non-refundable bid price of R4.00 per page.** or can alternatively be downloaded from Thulamela website (www.thulamela.gov.za) for free. The bidders should also download SCM forms that are found in the Document **SCM-FORMS folder** on the website and complete as part of the Bid documents.

The service providers must submit the completed Bid documents (in black ink) and hand deliver or courier them to Thulamela Municipality. All completed Bid documents (hand delivered or couriered) must be dropped in the BID BOX before the closing date and time of the Bids' closure. The onus is on the service providers to make sure the Bid documents are submitted on time and late submission won't be accepted.

Interested service providers will be expected to submit the Bid documents with the following compulsory requirements.

- **Tax Compliance Status Letter or Tax Compliance Pin Number.**
- **Company registration documents (e.g., CK).**
- **Proof of registration on CSD.**
- **Bidders must submit proof that municipal rates and taxes for both the company and its director(s) are not in arrears for more than three (3) months, and such proof must not be older than three (3) months from the closing date of advertisement. Where the business operates from leased premises, a valid lease agreement must be attached. Where a director does not own property or is renting, a valid lease agreement must also be provided. If the bidder resides or operates in an area where municipal services are not billed, an official signed and stamped letter from the relevant local municipality, not older than three (3) months from the closing date of advertisement, must be submitted confirming that the area is not subject to municipal billing and that the bidder is formally exempt from municipal service charges.**
- **List of similar experiences executed by the service provider in the past 5 years with clients' contact details, description and contract values (attach appointment letters and/or purchase orders).**

Bids will be assessed under the provisions of the following Acts and its Regulations: Municipal Finance Management Act, (Act 56 of 2003); PPPFA, Supply Chain Management Policy of the municipality in accordance with the specifications and in terms of **80/20 preferential points system.**

Specific Goals Categories (CSD will be used for verification)	Number of Points (80/20 system) 20 Points breakdown
1. 100% Black ownership	10
2. 100% Women ownership	5
3. Youth	3
4. Disability (Medical certificate will be used to verify the disability status of the bidder).	2

Sealed bid documents must be submitted in envelopes clearly indicating ***"BID NUMBER AND DESCRIPTION"*** on the outside and must reach the undersigned by depositing it into the official Bid Box at the front of the main entrance to **Thohoyandou Civic Centre, Old Agriven Building, Thohoyandou,** by no later than **11h00 on, 24 November 2026.**

The Municipality is not bound to accept the lowest Bid and reserves the right to accept any part of a Bid. Bids must remain valid for a period of ninety (90) days after closing date of the submission thereof.

Bids may only be submitted on the bid documentation provided by the municipality.

NB: Bids which are late, incomplete, unsigned, completed by pencil, sent by telegraph, facsimile, electronically (Fax), or E- mail and without the compulsory requirements will be disqualified.

SIGIDI KTM
MUNICIPAL MANAGER

Ad designed by Zout News NPC

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higher education & training
Department: Higher Education and Training
REPUBLIC OF SOUTH AFRICA

VHEMBE T.V.E.T. COLLEGE

VHEMBE TVET COLLEGE

Site no 203, Unit A, Private Bag X2136, Sibasa, 0970, Limpopo
• Tel: (015) 963 7000 • Fax: (015) 963 3150/4
• E-mail: info@vhembecollege.edu.za

REGISTRATION IN THE COLLEGE DATABASE (2027)

Closing Date: 15 DECEMBER 2026 at 11:00

All the prospective service providers are invited to register in our College Database to render under listed services.

Service providers are only allowed to register three services of their specialisation. Application for registration should be accompanied by the following documents.

- Company registration Certificate
- CSD (Proof of Central Suppliers Database Registration with national Treasury
- Company Profile
- Valid Original Tax Clearance Certificate
- Bank Statement or Cancelled Cheque
- Certified ID Copy
- BBB-EE Certificate
- Proof of residence of company or lease agreement of company
- CIDB (where applicable e.g. ME grading for Air Conditioning Services)

NB: To register, you will have to follow this link **www.vhembecollege.edu.za/scm** and complete online registration form. Note that the link is case sensitive and you must capture all the required in formation.

Note that if you do not complete the data base form on the link consider that you are not registered on the database because there is no hand delivery or emailed database form which will be captured by Vhembe TVET College.

NB: Service providers who fail to attach required document will not be registered in the College database. And where certificate is required, and service providers fails to attach the required certificate the service provider will not be registered on that category.

Companies that fail to register in the database will not be allowed to participate in all our quotations Bidding Processes.

Queries to be directed to: MASHIGO T at 015 963 7060 during office hours

Mrs: BR Hlekane
The Principal

NOTICE OF APPLICATION LODGED BY VIRTUE OF SECTION 63 OF THE MAKHADO LOCAL MUNICIPALITY SPATIAL PLANNING, LAND DEVELOPMENT AND LAND USE MANAGEMENT BY-LAW, 2016 FOR A REZONING FROM RESIDENTIAL 1 TO BUSINESS 2 FOR THE DEVELOPMENT OF OFFICES ON THE REMAINDER OF ERF 529 LOUIS TRICHARDT TOWNSHIP

Amendment Scheme Number 588

I, **Khuthadzo Isaac Mudau of Rare-Vu (Pty) Ltd**, being the authorised agent hereby give notice in terms of Section 93, 94, 95 and 96 of the Makhado Local Municipality Spatial Planning, Land Development and Land Use Management By-Law 2016, that we have applied for rezoning from "Residential 1" to "Business 2" for the development of offices on the remainder of Erf 529 Louis Trichardt Township read together with the provisions of the Spatial Planning and Land Use Management Act 16 of 2013. Particulars of the application will lie for inspection during normal office hours (7:00 to 16:00) at the office of the Director Development and Planning: Makhado Local Municipality at 83 Krogh Street, Louis Trichardt, 0920 for the period of 28 days from 06 November 2026. Any objections to or interest in respect of this application must be lodged with or made in writing to the office of the Municipal Manager at, Private Bag X2596, Makhado, 0920 within a period of 30 days.

NDIVHADZO YA KHUMBELO YO ITIWAHO YA MVELAPHANDA YA U SHANDUKISA KUSHUMISELE KWA MAVU A DIVHALEAHO SA MASALELA A ERF 529 LOUIS TRICHARDT TOWNSHIP U BVA KHA "RESIDENTIAL 1" UYA KHA "BUSINESS 2" NGA KHETHEKANYO 63 YA MAKHADO LOCAL MUNICIPALITY SPATIAL PLANNING, LAND DEVELOPMENT AND LAND USE MANAGEMENT BY-LAW 2016 U ITELA DZI OFISI

Nomboro ya Tshikimu tsha Khwiniso 588

Nne, **Khuthadzo Isaac Mudau wa Rare-Vu (Pty) Ltd**, ndo imela mune wa mavu a divheaho sa masalela a Erf 529 Louis Trichardt Township ndi khou divhadza uya nga ha khethekanyo 93, 94, 95 na 96 dza Makhado Local Municipality Spatial Planning, Land Development and Land Use Management By-Law 2016 nga ha khumbelo yo itiwaho ya u shandukisa kushumisele kwa mavu o bulwaho afho ntha, u bva kha "Residential 1" u ya kha "Businessl 2" u itela Ofisi, I vhaleaho khathihi na mulayo wa Spatial Planning and Land Use Act 16 of 2013. Zwidodombedza zwa khumbelo iyi zwi do wanala kha ofisi ya mulanguli (Director Development and Planning: Makhado Local Municipality at number 83 Krogh Street, Louis Trichardt, 0920 kana Private Bag X2596, Makhado, 0920 lwa maduvha a fumimbili malo (28) ubva nga 06 Lara 2026. Zwothe zwi kwamaho khumbelo iyi vhanga zwilivhisa kana u nwala vha swikisa kha adiresi yo bulwaho ubva nga 7:00 u swika 16:00.

THULAMELA MUNICIPALITY

Civic Centre,
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Limpopo Province
Tel: (015) 962 7500
Fax: (015) 962 4020
(015) 962 5328

INVITATION TO BID

Thulamela Local Municipality invites suitably qualified, experienced and competent service providers to submit bids for appointment to a panel/pool for the provision of the following services:

Bid Number	Description	Non-Refundable Bid Price	Contact Person	Evaluation Criteria
NO:36/2026/2027	Panel of training service providers for the implementation of municipal workplace skills plan (wsp) for a period of three (3) years	R4.00 per page or can alternatively be downloaded from Thulamela website **(www.thulamela.gov.za)** for free.	Ms Bia Bia M.E. (015 962 7666) and/or Mr Mudzili T.P. (015 962 7629)	80/20 preference points system

Tender documents are obtainable from Procurement Office, Office No. 02 at Thulamela Local Municipality Head Office, during the following times: 08:00 to 15:30 (Monday to Friday) as from **06 November 2026 to 08 December 2026 at a non-refundable bid price of R4.00 per page.** or can alternatively be downloaded from Thulamela website (www.thulamela.gov.za) for free. The bidders should also download SCM forms that are found in the SCM-FORMS sub folder on the website and complete as part of the Bid documents.

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Interested service providers will be expected to submit the Bid documents with the following compulsory requirements.

- **Tax Compliance Status Letter or Tax Compliance Pin Number.**
- **Company registration documents (eg. CK).**
- **Proof of registration on CSD.**
- **Valid letter of accreditation for specific learning skills.**
- **Bidders must submit proof that municipal rates and taxes for both the company and its director(s) are not in arrears for more than three (3) months, and such proof must not be older than three (3) months from the closing date of advertisement. Where the business operates from leased premises, a valid lease agreement must be attached. Where a director does not own property or is renting, a valid lease agreement must also be provided. If the bidder resides or operates in an area where municipal services are not billed, an official signed and stamped letter from the relevant local municipality, not older than three (3) months from the closing date of advertisement, must be submitted confirming that the area is not subject to municipal billing and that the bidder is formally exempted from municipal service charges.**
- **If the company is required by law to be audited, we need audited annual financial statements for the past three (3) years or audited financial statements since the establishment of the company if the company was established during the past three (3) years. If the company is not required by law to be audited, please provide us with a letter from a registered accountant.**
- **List of related projects completed in the last 5 years by the company with client's contact details, description, and contract values (Attach signed appointment letter or official purchase order)**

Bids will be assessed under the provisions of the following Acts and its Regulations: Municipal Finance Management Act, (Act 56 of 2003); PPPFA, Supply Chain Management Policy of the municipality in accordance with the specifications and in terms of **80/20 preferential points system.**

Specific Goals Categories (CSD will be used for verification)	Number of Points (80/20 system) 20 Points breakdown
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Sealed bid documents must be submitted in envelopes clearly indicating ***"BID NUMBER AND DESCRIPTION"*** on the outside and must reach the undersigned by depositing it into the official Bid Box at the front of the main entrance to the Civic Centre, by no later than **11:00 on, 08 December 2026.**

All bidders who meet the qualification requirements stipulated in the tender document will be appointed to the panel. Appointed service providers will be ranked in descending order according to the total points scored, and work will be allocated on a rotational basis, commencing with the highest-ranked service provider. If there are more that two service providers with the same points, a fair random selection method of drawing the lots will be used to determine the allocation of work. This will be done transparently and recorded in the minutes.

The Municipality is not bound to accept the lowest Bid and reserves the right to accept any part of a Bid. Bids must remain valid for a period of ninety (90) days after the closing date of the submission thereof.

Bids may only be submitted on the bid documentation provided by the municipality.

Please note that panelists shall be allocated jobs or purchase orders on a rotation or quotation basis as and when required.

NB: Bids which are late, incomplete, unsigned, completed by pencil, sent by telegraph, facsimile, electronically (Fax), or E- mail and without the compulsory requirements will be disqualified.

SIGIDI KTM
MUNICIPAL MANAGER

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THULAMELA MUNICIPALITY

INVITATION TO BID

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- **If the company is required by law to be audited, we need audited annual financial statements for the past three (3) years or audited financial statements since the establishment of the company if the company was established during the past three (3) years. If the company is not required by law to be audited, please provide us with a letter from a registered accountant.**

- **List of related projects completed in the last 5 years by the company with client's contact details, description, and contract values (Attach signed appointment letter or official purchase order)**

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Sigidi

SIGIDI KTM. MR.
MUNICIPAL MANAGER

27/10/2026

DATE

THULAMELA LOCAL MUNICIPALITY

BID NUMBER 36/2026/2027: PANEL OF TRAINING SERVICE PROVIDERS FOR THE IMPLEMENTATION OF MUNICIPAL WORKPLACE SKILLS PLAN (WSP) FOR A PERIOD OF THREE (3) YEARS

TERMS OF REFERENCE

INTRODUCTION

Thulamela Municipality is a statutory body established in terms of the Section 12 of local Government Municipal Structures Act 117 of 1998. Skills Development is sub in the key performance area of Good Governance and as such the municipality annually through Corporate Services Department is having mandate to provides skills opportunities for the development of a skilled and capable workforce supporting a responsive, accountable, efficient and effective local government system, through a range of learning programmes that focus on identified scare and critical skills in the sector.

PURPOSE

The Municipality invites Skills development Providers who are accredited against the identified qualifications to express their interest to be on the database panel for the implementation of Learnerships, Skills Programme, Apprenticeship, Recognition of Prior Learning (RPL). The Municipality is keen on appointing local based providers followed with provincial as well as National and therefore encourage providers to submit bids particularly where they have been accredited on. The municipality will however have the right to approve or request a provider to consider training in instances where no suitable providers were identified after evaluation of bids.

OBJECTIVES

- To source a panel of accredited skills development providers to offer learning programmes identified
- To improve the skills base of employed learners within the local government sector
- To provide access to learning for the unemployed
- To enable the municipality to achieve its Annual Performance Targets

CONTRACT PERIOD

The contract period will be entered into based on the national hours of the qualifications / unit standards and will include the timeframe for assessment, moderation, and certification of learners. The contract end period will be in line with Municipal Integrated plan (IDP) with reviewable documents to suit time.

TERMS OF REFERENCE / SPECIFICATIONS FOR THE REQUIRED PROCUREMENT

Bids are hereby invited from accredited Skills Development Providers against the identified qualifications to submit expression of interest for the implementation of learnerships, apprenticeships, skills programmes, and to conduct Recognition of prior learning (RPL)

TARGET GROUP

The Target group will come from private and public accredited Skills Development Providers who are interested in training employed and unemployed people within the local government sector

TARGETED BENEFICIARIES

Municipality intends to train employed and unemployed learners in line with municipality annual performance plan target. Number of learners to be trained will be derived from municipality Workplace Skills Plan (WSPs) and Discretionary Grant applications as follows; namely: Learnership; Internship; Skills Programme; Apprenticeship; and Recognition of Prior Learning

Please note that the accreditation needs to be against the qualification/ Unit standards ID and NQF level listed below.

The training will be conducted within Vhembe District Municipality jurisdiction and only if needs be, it should be Training Provider based

PRICING SCHEDULE

NB

The Specification is as follows:

- **The service provider will be reimbursed for the training venue without mark-up.**
- **For in-house training, the service provider will be reimbursed for accommodation in 3-star accommodation without mark-up.**
- **Ensure that prices are inclusive of travel, accommodation for the facilitator, deliverables and materials specified in this tender.**

"Annexure A"

GROUP	NAME OF LEARNING PROGRAMME	UNIT STANDARD ID	NQF LEVEL	SKILLS PROGRAMME/ QUALIFICATION	DURATION	NUMBER OF CURRENTLY EMPLOYED LEARNERS	UNIT PRICE VAT EXCLUSIVE PER LEARNER 1st YEAR	UNIT PRICE VAT EXCLUSIVE PER LEARNER 2ND YEAR	UNIT PRICE VAT EXCLUSIVE PER LEARNER 3rd YEAR	TOTAL PRICE VAT EXCLUSIVE FOR 3YEARS
1	Municipal Finance Manager	118775	8	Learnership	8 months	20				
2	Operate Articulated dump truck	116330	2	Skills Programme	10 days	47				
3	Operate a rigid body dump truck	262731	2	Skills programme	10 days	47				
4	Operate a tracked	262729	2	Skills	10 days	47				

	dozer			Programme						
5	Use a track dozer to move material	257038	2	Skills Programme	10 days	47				
6	Gardening and Horticulture	21024	4	Skills programme	2 months	20				
7	Executive Secretarial Studies	57204	5	Certificate	2 months	20				
8	Monitor handling of customers by frontline customer service	10052	5	Skills programme	10 days	25				
9	Customer Management	20909	6	Certificate	3 months	25				
10	Capture Payroll data	264374	3	Skills Programme	10 days	20				
11	Hygiene and Cleaning	20173	1	Certificate	2 months	33				
12	Specialist Hygiene and Cleaning Services	36233	2	Certificate	1 months	33				

13	Nurseryperson (Nursery Supervisor)	93622	3	Certificate	1 month & 2 weeks	20				
14	Management and Administration	60651	5	Certificate	2 months & 3 weeks	20				
15	Professional Secretary	21073	6	Diploma	2 months	20				
16	Payroll Administration Services	67229	5	Diploma	2 months	20				
17	Project management	50080	4	Certificate	2 months	20				
18	Reception Operations and Services	65829	4	Certificate	2 months & 5 days	20				
19	Provide reception and administrative	262625	3	Skills Programme	10 days	20				
20	Automative auto mechanic Phase 1 (Safety, Hand	118733	4	Trade	9 weeks	15				

	skill)									
21	Automative auto mechanic Phase 2 (Engine)	118733	4	Trade	6 weeks 6 weeks	15				
22	Automotive auto mechanic Phase 3 (Traction)	118733	4	Trade	6 weeks	15				
23	Automotive auto mechanic Phase 4 (Hydraulics, Pneumatics) and preparation	118733	4	Trade	2 months & 3 weeks	15				
24	Diesel Mechanic Phase 1 (Safety, Hand skills)	117237	4	Certificate	9 weeks	15				
25	Diesel Mechanic Phase 2(Engine)	117237	4	Certificate	6 weeks	15				
26	Diesel Mechanic Phase 3(Traction)	117237	4	Certificate	6 weeks	15				
27	Diesel Mechanic Phase 4	117237	4	Certificate	2 months & 3	15				

	(Hydraulics and Pneumatics) and preparation				weeks					
28	Firearm Training	50480	4	Certificate	10 days	41				
29	Project Management	120372	4	Learnership	6 months	20				
30	Project Management	101869	5	Certificate	6 months	20				
31	Hygiene & Cleaning	20173	1	Skills Programme	10 days	33				
32	Commercial Ablution Cleaner	118709	1	Skills Programme	10 days	33				
33	Methods to construct and maintain roads and stormwater drainage	114916	2	Skills Programme	10 days	20				
34	Occupational Health and Safety Practitioner	99714	5	Certificate	2 months & 1 week	20				
35	Apply customer	252170	4	Skills	10 days	25				

	care in client interactions			programme						
36	Incident and Accident Investigation	259617	2	Skills Programme	10 days	20				
37	Plumber	91782	4	Trade	18 months	10				
38	Carpenter	94022	4	Trade	18 months	10				
39	Carpenter	94022	4	Apprenticeship/ Certificate	3 years	10				
40	Bricklayer	93627	4	Trade	18 months	10				
41	Electrician	91761	4	Trade	18 months	10				
42	Welder	94100	4	Trade	18 months	10				
43	Fitter and Turner	94020	4	Trade	18 months	10				
44	Supply Chain manager	111357	6	Skills programme	3 months	3				

45	Disaster Management Officer	541907	5	Skills Programme	10 days	3				
46	Garden worker	102497	4	Skills programme	10 days	10				
47	Manage Individual and Team Performance	11473	4	Skills Programme	10 days	15				
48	Performance Management: Monitor and evaluate team members against performance standards	252034	5	Skills Programme	10 days	15				
49	Apply Monitoring and Evaluation approaches and tools to assess organisations' performance	337059	6	Skills Programme	10 days	15				
50	Conduct	116341	6	Skills	10 days	15				

	Performance management in a South African Municipal Environment			Programme						
51	Monitor team members and measure effectiveness of performance	252034	5	Skills Programme	10 days	15				
52	Use a graphical Interface (GUI) based word processor to format documents	117924	2	Skills Programme	10 days	20				
53	Work with spreadsheets	258876	4	Skills Programme	10 days	20				
54	Ensure spreadsheet integrity to enhance reliability	258878	4	Skills Programme	10 days	20				

55	Apply principles of computerised systems to manage data and reports relevant to public sector administration	119351	5	Skills Programme	10 days	20				
56	Advanced Microsoft Excel	116943	4	Skills Programme	10 days	20				

FUNCTIONALITY EVALUATION

Potential bidders will be evaluated on the functionality below.
N.B. Any bidder that earns a total points score of less than 70 for functionality will not be progressed to the next stage of further evaluation

No	Criteria	Weights		Total Score
1	Accreditation	**A maximum of five (5) accreditations should be attached, weighing ten (10) points per Accreditation.**		50
2	Qualifications of Facilitators, Assessors & Moderators	**Three certifications are required per individual training as follows: Facilitator (10 Points), Assessor (10 Points), Moderator (10 Points)**		30
3	Methodology and work plan:	**TRAINING IMPLEMENTATION METHODOLOGY** The bidder must submit a detailed methodology addressing: (1) training delivery; (2) learner registration and induction; (3) training facilities and resources; (4) assessment, moderation and certification; (5) quality assurance, monitoring and reporting; and (6) risk management.	***Requirements*** **Excellent:** All six – 10pts. **Good:** At least five – 7 pts. **Satisfactory:** four – 5 pts. **Poor:** One to three – 2 pts. **None** submitted – 0 pts.	10
		TRAINING IMPLEMENTATION WORK PLAN The bidder must submit a realistic work plan specifying activities, timeframes, milestones, responsible personnel and deliverables, covering: (1) mobilisation; (2) learner registration; (3) training delivery; (4) assessments; (5) moderation; (6) certification; and (7) project close-out.	***Requirements*** **Excellent:** All seven stages, with clear timeframes and responsibilities – 10 pts. **Good:** Six stages – 7 pts. **Satisfactory:** Four stages – 5 pts. **Poor:** One to three stages – 2 pts. **None** submitted – 0 pts.	10
	Note to bidders	Bidders must attach a Training Implementation Methodology and Work Plan to their tender submissions. Points will be allocated according to the published scoring bands and the extent to which the specified requirements or stages are addressed. Submissions should be relevant to the training programmes for which the bidder seeks appointment. Generic or incomplete submissions will be scored against the same criteria.		
Total score				100

DELIVERABLES

PHASE A: COMMENCEMENT OF PROJECT

The service provider must submit: -

- ✧ Detailed Project Implementation Plan with Timeframes
- ✧ Valid proof of Accreditation
- ✧ Facilitator and Assessor CV's ()Certified copies, Registration as Facilitator / Assessor / Moderator
- ✧ Learning Material / Learner Guides, Workbooks, Assessment guides (aligned to SAQA unit standard)
- ✧ Venue Confirmation QMS Documents (Attendance registers, Assessment tool, Moderation Plan)

PHASE B: IMPLEMENTATION / EXECUTION

The service provider must execute and provide: -

- ✧ Signed attendance registers
- ✧ Formative Assessments reports
- ✧ Summative Assessments & Portfolio of Evidence Building
- ✧ Bi - weekly / Monthly progress reports Including attendance, dropouts, performance challenges and mitigation
- ✧ SETA Uploads (Learner Enrolment on SETA/QCTO System where applicable)

PHASE C: COMPLETION / CLOSE OUT PHASE

The service Provider must finalise and submit: -

- ✧ Final Portfolio of Evidence (fully completed and assessed)
- ✧ External Moderation / Verification Report by SETA / QCTO
- ✧ Results / Statement of Results from SETA (where applicable)
- ✧ Ceritificate of Competence / Qualification for successful learners (hard & soft copy)
- ✧ Final Project Close - out Report
- ✧ Learner Completion Database - Excel with names, ID numbers, contact details, competence status
- ✧ Hand over of all all project Documentation - Both hard copy and USB

✧ Certificate of completion signed by both parties

Payment linked to Deliverables:

- **Tranche 1: 30% -** After Phase A delivearables approved
- **Tranche 2: 50% -** After Phase B - Proof of training completion and PoEs submitted
- **Tranche 3: 20% -** After Phase C - Certificates and Close - out Report approvedz

REQUIRED MATERIAL FOR THE LEANERS.

Stationery (enough writing pads, pens, pencils, rubber, ruler, and other additional required materials to be used during the learning period). Files for PoE must also be provided to each learner.

The following is a statement of similar work executed by the company/ies in the last five (5) years:

Employer, Contact person and telephone number	Description of contract	Value of work inclusive of VAT (Rand) if applicable	Date Completed