



BA-PHALABORWA MUNICIPALITY
MEMORANDUM
- BUDGET AND TREASURY –

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TO : *Prospective Service Provider*
FROM : *SCM /STORES*
DATE : *09/01/2023*
ENQUIRIES : *STORES*
TELEPHONE : *015 780 6362/61*
REF : *REQ2294*

Kindly furnish this office with a written quotation for supply of goods/ services as detailed below. The quotation must be submitted on the letterhead of your Business and Brought to our offices 3 Nyala Street, Phalaborwa not later than 17/01/2023 12H00

QUANTITY	Description	PRICE/UNIT (Inc. VAT)	DELIVERY PERIOD
16	TRAINING OF 16 LEARNERS IN PROJECT MANAGEMENT		
	SEE THE ATTACH FOR MORE:		

Please number your quotes (Your Ref no)

The following conditions will apply:

- *Price (s) quoted must be valid for at least thirty (30) days from date of your offer.*
- *The municipality retains the prerogative to reject any quotes it deems to be excessive
A firm delivery period must be indicated.*
- *Tax Clearance Certificate*
- *A service provider be registered with central supplier database (CSD)*
- *Registered with CIPRO (CK 1 or 2 document)*
- *BBBEE Certificate certified by a SANAS accredited institution.*
- *Completed MBD4 (Declaration of Interest) Form*
- *COMPLETE MBD6.2*

NAME OF TRAINING: PROJECT MANAGEMENT

1. Numbers of learners=16 learners
 - 2.Duration of training=4 days
 - 3.The service provider must be ACCREDITED with a unit standard ID 120372
 - 4.Proof of accreditation on the unit standard to be attached
 - 5.Conduct assessment of learners at the end of the training
 - 6.Certification of competent learners at the end of the assessment
 - 7.Registration of learners on the National Learners Registration Database
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