



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** : *REQ2300*

*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*

<b>QUANTITY</b>	<b>Description</b>	<b>PRICE/UNIT (Inc. VAT)</b>	<b>DELIVERY PERIOD</b>
<b>25</b>	<b>TRAINING OF 25 LEARNERS IN FIRST AID LEVEL 1</b>		
	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: FIRST AID Level 1

1. Numbers of learners=25 learners
2. Duration of training=2 days
3. The service provider must be ACCREDITED for the skills program on unit standard; perform basic life support and first aid procedures US.ID no. 119567
4. Proof of accreditation on the unit standard to be attached
5. Conduct assessment of learners at the end of the training
6. Certificate must be approved by the Department of Labour Chief Inspector and have CI number
- 7 Registration of learners on the National Learners Registration Database