



BA-PHALABORWA MUNICIPALITY

- BUDGET AND TREASURY –

- PROCUREMENT AND STORES -

TO : Prospective Service Provider
FROM : SCM/STORES
DATE : 20/09/2016
ENQUIRIES : STORES
TELEPHONE : 015 780 6872
REF : 128417

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/ emailed to mogofen@ba-phalaborwa.gov.za or not later than 03/10/2016 at 15H30.

QUANTIT Y	Description	Duration	DELIVERY PERIOD
25	Financial modelling excel TRAINING	3 days	
	The service provider must <ul style="list-style-type: none">• be accredited with a unit standard ID:117924 use a graphical user interface (GUI)-based word processor to format documents• proof of accreditation on the unit standard to be attached• conduct assessment of leaners at end of the assessment• certification of competent leaners at the end of the assessment• registration of learners on the national leaners registration database		

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
- Registered with CIPRO (CK 1 or 2 document)
- BBBEE Certificate certified by a SANAS accredited institution.



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TO : Service Provider
FROM : SCM /STORES
DATE : 05/05/2015
ENQUIRIES : STORES @ 015 780 6362/61
REF : Trading Documents-14/15

Kindly furnish this office with the following documents.

- Original Tax Clearance Certificate
- CIPRO (CK2 Document) / Proof of organisation ownership
- BBBEE Certificate certified by a SANAS accredited institution (if available).
- Completed MBD4 (declaration of Interest) Form

I trust that you will find the above to be in order.

Digitally Signed

Accountant: SCM



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