



REQUEST FOR QUOTATIONS

OCCUPATIONAL HEALTH AND SAFETY

SCM CONTACT PERSON:	Mr P Dyonase
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TECHNICAL ENQUIRIES/ADDITIONAL INFORMATION:	Skills and Development Officer Ms N Jam-Jam
TELEPHONE NUMBER:	(051) 673-1056
FAX NUMBER:	(051) 673-9600
REFERENCE NUMBER:	SCM/MOH/32/2014
DESCRIPTION:	Occupational Health and Safety
ADVERTISEMENT DATE:	09/04/2014
CLOSING DATE:	16/04/2014
CLOSING TIME:	12:00
COMPULSORY SITE MEETING :	No
SITE MEETING VENUE:	N/A
SITE MEETING DATE:	N/A
SITE MEETING TIME:	N/A
PUBLIC OPENING:	No

PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT,2000

This request for quotation is subject to the terms of the Preferential Procurement Policy Framework Act,2000:Preferential Procurement Regulations,2011 It is solely the responsibility of aspirant vendors who desire to avail themselves of the preferences available under this policy to familiarise themselves of its contents and to make such claims for preference. (Copies of the Policy may be obtained from the Supply Chain Management Unit or downloaded from National Treasury website: www.treasury.gov).

NB!! BBBEE CERTIFICATES FROM ACCREDITED RATING AGENCY TO BE ATTACHED TO QUOTATION IF YOU WISH TO CLAIM PREFERENCES IN TERMS OF THE ABOVEMENTIONED REGULATION.

The Municipality wishes to appoint an accredited and suitable registered training provider(s) to train 30 learners on Health and safety .Main Focus areas are as follows:

ID	UNIT STANDARD TITLE	NQFL	Credits
9964	Apply health and safety to a work area	2	3

Specific Outcomes

- Identify potential hazards in the work area.
- Limit damage to persons or property in the case of an emergency.
- Follow procedures that apply to illness or injury in the work area.

Essential Embedded knowledge

- Harzard", "hazardous substance", "risk" and "safe" as described in the Occupational Health & Safety Act (Act no. 85 of 1993), and the relationship between the three concepts.
- Statutory requirements.
- Workman`s compensation procedures.
- Relevant national regulations.
- The implications of not following procedure that applies to illness or injury in the work area.
- Health and safety planning.
- The use of protective clothing.
- The use of fire extinguishers
- Procedures for incident reporting and recording.

Successful service provider would be expected to carry out the following activities in consultation with the municipality.

- Facilitate the learning program
- Conduct assessments
- Moderate assessment and
- Issue the certificates.

A successful service provides will be expected to supply all the learning material for the program and must demonstrate this ability in the proposal. Interested consultants, individuals and organizations must prepare and submit the following:

Requirements:

- A detailed proposal
- Company profile (with CVs of lead consultants)
- Relevant experience
- Accreditation Certificate

The following conditions will apply:

- Valid Training provider Accreditation letter. Certified copies only.
- A valid original Tax Clearance certificate must accompany your quotation.
- BBBEE certificate must accompany your proposal
- If not registered in our Municipality suppliers' database, your quotation must be accompanied by the applications forms.

Failure to comply with these conditions may invalidate your offer.

Compulsory Documentation to be attached to Quotation, failure to submit valid documents as specified below will invalidate the offer.

Please deposit Quotation in the Quotation box situated at the Municipal Offices.

All Quotations **must be** submitted on your Companies official documentation **with letterhead** alternatively the Quotation must be stamped with your Companies official stamp.

Failure to comply with the above **will invalidate** the Quotation.

Attach all required documentation e.g. Tax Clearance and BBBEE certificate

Vendors Registration:

Prospective Vendors, who are not yet registered on Municipal Supplier Database, must submit a completed application form to Municipal Supply Chain Unit on, or before the Quotation closing date.

No Orders may be issued if a Supplier is not registered on Municipal Supplier Database.

NOTE: “The Municipality may not necessarily accept the lowest or any other offer, and reserves the right to select in its favour any, all, or no portion of any offer made.”

NB: No quotations will be considered from persons in the service of the state

**MSCM Regulations: “in the service of the state” means to be –*

(a) a member of –

(i) any municipal council

(ii) any provincial legislature; or

(iii) the national Assembly or the national Council of provinces;

(b) a member of the board of directors of any municipal entity;

(c) an official of any municipality or municipal entity

(d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the PFMA, 1999

(e) a member of the accounting authority of any national or provincial public entity; or

(f) an employee of Parliament or a provincial legislature

Yours Faithfully

Mr CT Panyani
Municipal Manager