



MOQHAKA LOCAL MUNICIPALITY

REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS
(Over R30 000.00 up to a transactions value of R300 000.00 VAT included)

REFERENCE NUMBER: 2/1/005/2025-26

CLOSING DATE: 28 October 2025

CLOSING TIME: 12:00 PM

NON-REFUNDABLE PRINTING FEE: R 150.00

Description	Contact Person
<p><u>Moqhaka Local Municipality hereby invites Accredited and Reputable Service Providers to submit quotations for the following (In-house) training intervention.</u></p> <p><u>SHORT COURSE – MONITORING AND COACHING</u></p> <p>Number of participants: 20 employees Period of training: 5 days</p> <p><u>SPECIFICATIONS IS AS FOLLOWS:</u></p> <ul style="list-style-type: none">• The provider must be accredited with the PSETA and/or LGSETA or any other related SETA (e.g. Services SETA)• The provider must provide proof that he/she has provided similar training programmes, i.e. referral letters that clearly state the starting date and completion date of the project and must have contacts in case the municipality needs to verify the information provided.• The provider is required to provide training on the following unit standard:<ul style="list-style-type: none">✓ SAQA ID: 252035 - Select and coach first line managers✓ SAQA ID: 114215 - Mentor a colleague to enhance the individual's knowledge, skills, values and attitudes in a selected career path <p><i>***A maximum of 20 points (80/20 preference points system), will be allocated for specific goals. The maximum points for these goals are as follows:</i></p> <ul style="list-style-type: none">• Locality of Supplier – 10 Points• BBBEE Status Level Contributor - 10 Points <p><i>These goals are specified in MBD6.1 in terms of the PPR2022</i></p>	<p>Keke Moabi Contact Details: 056 216 9413 Email: kekem@moqhaka.gov.za OR moqhakasdf@gmail.com</p> <p>MOQHAKA LOCAL MUNICIPALITY SUPPLY CHAIN MANAGEMENT VERIFIED FOR COMPLIANCE 17 OCT 2025</p> <p>Official Signature </p>

ELIGIBILITY CRITERIA

Only those suppliers who:

- Are willing and able to keep their cast prices/ rates fixed for the maximum period of 120 days from date of the RFQ closing- Shall be eligible to participation further on price and preferential points.
- Quotes in line with these pro ranges (R30 000.00 – R300 000.00) will be considered for further evaluation.
- **Bidders are required to submit a brochure with detailed specifications of all listed items.**
- **Bidders are requested to bind their documents in a presentable manner and not include loose papers.**

POTENTIAL BIDDERS CAN DOWNLOAD THE FREE COPY OF THE COMPLETE BID DOCUMENT FROM THE E-TENDER PORTAL AT:
www.etender.gov.za

PAYMENT OF NON-REFUNDABLE FEE

Payment of the non-refundable printing fee of R150.00 can be made at the cashiers at the main Municipal Building, Hill Street or directly into the municipal bank account. If an EFT payment is made, the proof of payment (Pop) can be forwarded to the SCM unit at tsietsil@moqhaka.gov.za or stephanieb@moqhaka.gov.za , then the bid document should be collected from the SCM offices, at Kroonstad Municipality (Magasyn Building), Cnr 11th & 12th Way, Kroonstad, 9499.

Moqhaka Local Municipality Banking Details:

Bank: ABSA Bank Kroonstad
Account Number: 40-5327-4876
Branch Code: 334536
Bidder Reference: Company Name and RFQ Number

SUBMISSION DETAILS

The quotation and supporting documents sealed in an envelope and **externally endorsed with the relevant quotation number and description, should then be submitted at the SCM Offices, Kroonstad Municipality (Magasyn Building), Cnr 11th & 12th Way, Kroonstad, 9499. No bid documents will be accepted via e-mail.**

CONTACT DETAILS FOR ENQUIRIES

All enquiries pertaining to Supply Chain Management Matters contact Mr. Tsietsi Lekhonthula at 056 216 9184/86 or email to tsietsil@moqhaka.gov.za or stephanieb@moqhaka.gov.za
For Technical, queries contact Ms Keke Moabi at 056 216 9413.

