



## MOGHAKA LOCAL MUNICIPALITY

### REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS (Over R30 000.00 up to a transactions value of R200 000.00 VAT included)

REFERENCE NUMBER: 2/1/1/2023-24

CLOSING DATE: 08 DECEMBER 2023

CLOSING TIME: 12:00 PM

NON-REFUNDABLE FEE: **R 150.00**

Description	Contact Person
<p align="center"><b>(In-House) Training Intervention</b></p> <p><b>Short Course: Protection Of Personal Information Act No. 4 Of 2013 (POPI Act) For 50 Municipal Employees</b></p> <ul style="list-style-type: none"><li>Moghaka Local Municipality hereby invites Accredited and Reputable Service Providers to submit quotations for the following (In-house) training intervention Short Course <b>Protection of Personal Information Act No. 4 of 2013 (POPI Act) For 50 Municipal Employees For 1 Day.</b></li></ul> <p><b>SPECIFICATIONS IS AS FOLLOWS:</b></p> <ul style="list-style-type: none"><li>Provider must be accredited with the LGSETA.</li><li>Must provide proof of providing training for similar training programmes (referral letters that proves that the provider was appointed and has completed training).</li><li>Providers will be required to provide training on the following short course:</li></ul> <p><b>Protection of Personal Information Act No. 4 of 2013 (POPI Act) for 50 municipal employees (1 Day)</b></p> <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"><li><b>Locality of Supplier – 10 Points</b></li><li><b>B-BBEE Status Level of Contributor - 10 Points</b></li></ul> <p><i>These goals are specified in MBD6.1 in terms of the PPR2022.</i></p>	<p>Me Keke Moabi Tel: 056 216 9414 Email Address: <a href="mailto:kekem@moghaka.gov.za">kekem@moghaka.gov.za/</a> <a href="mailto:moghakasdf@gmail.com">moghakasdf@gmail.com</a></p> <div><p>SUPPLY CHAIN MANAGEMENT VERIFIED FOR COMPLIANCE 2023 -12- 01 Official Signature </p></div>

#### ELIGIBILITY CRITERIA

Only those suppliers who:

- Quotes in line with these pro ranges (R30 000.00 – R200 000.00) will be considered for further evaluation.
- Are willing and able to keep their cast prices/ rates fixed for the maximum period of 90 days from the date of the RFQ closing.
- Payment will only be effect after the services are rendered and a valid tax invoice is issued.

#### PAYMENT OF NON-REFUNDABLE FEE

Payment of the non-refundable fee of R150.00 can be made at the cashiers at the main Municipal Building, Hill Street or directly into the municipal bank account. Proof of payment (Pop) can be submitted to the SCM Offices if EFT payment was made it can be forwarded to the following SCM officials: [palesal@moghaka.gov.za](mailto:palesal@moghaka.gov.za) or [tsietsil@moghaka.gov.za](mailto:tsietsil@moghaka.gov.za) and [agnesm@moghaka.gov.za](mailto:agnesm@moghaka.gov.za), after which the complete bid document forwarded to the bidder. **The bid document can also be collected from the SCM offices, Kroonstad Municipality (Magasyn Building), Cnr 11<sup>th</sup> & 12<sup>th</sup> 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 11<sup>th</sup> & 12<sup>th</sup> 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 056 216 9185/9183.  
**For Technical, queries contact Ms Keke Moabi at 056 216 9414.**

SUPPLY CHAIN MANAGEMENT  
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2023 -12- 01  
  
Official Signature 