

BILL OF QUANTITIES

Item	Description	NQF Level	Quantity	Amount
	Administration fees			Rate P/H or P/D or P/M
	Facilitator	N/A	1	R
	Assessor	N/A	1	R
	Moderator	N/A	1	R
1.	Hazard Identification and Risk Assessment	4	1	
	Hazard Identification and Risk Assessment	3	1	
	Health and Safety training	3	1	
	Health and Safety training	4	1	
	Advanced OHS training	-	1	
	Incident Investigation	3	1	
2.	Microsoft Excel	3	1	
	Microsoft Excel	4	1	
	Microsoft Excel Advanced	-	1	
			1	
3.	Project Management	2	1	
	Project Management	3	1	
	Project Management	4	1	
	Project Management	5	1	
	Project Management	6	1	
	Project Management Advanced	7	1	
			1	
4.	Conveyancing Training	3	1	
	Conveyancing Training	4	1	
	Conveyancing Training	5	1	
			1	
5.	Disaster and Risk Management	3	1	
	Disaster and Risk Management	4	1	
	Disaster and Risk Management	5	1	
	Disaster and Risk Management	6	1	
			1	
6.	Civil Engineering	3	1	
	Civil Engineering	4	1	
	Civil Engineering	5	1	
	Civil Engineering	6	1	

			1	
7.	Computer Training	2	1	
	Computer Training	3	1	
	Computer Training	4	1	
	Computer Training Advanced		1	
			1	
8.	Plumbing Trade Test	-	1	
9.	Electrical Trade Test		1	
10.	Diesel Mechanic Trade test		1	
11.	Petrol Mechanic Trade test		1	
			1	
12.	Municipal Finance Management Programme	6	1	
13.	Transport Management	3	1	
	Transport Management	4	1	
	Transport Management	5	1	
	Transport Management	6	1	
			1	
14.	Municipal Governance	4	1	
	Municipal Governance	5	1	
	Municipal Governance	6	1	
	Municipal Governance	7	1	
			1	
15.	PRV Valves training	-	1	
16.	Arc Welding Training	-	1	
17.	Auditing and Ethics	4	1	
	Auditing and Ethics	5	1	
	Auditing and Ethics	6	1	
			1	
18.	Machine Operators Training	2	1	
	Machine Operators Training	3	1	
	Machine Operators Training	4	1	
	Machine Operators Training	5	1	
			1	
19.	Examiner of Motor Vehicles	3	1	
	Examiner of Motor Vehicles	4	1	
	Examiner of Motor Vehicles	5	1	
			1	
20.	Bid Evaluation and adjudication Committee	-	1	
21.	Customer Relations	3	1	
	Customer Relations	4	1	
	Customer Relations	5	1	
			1	
22.	OD-ETDP	4	1	
	OD-ETDP	5	1	

	OD-ETDP	6	1	
			1	
23.	Secretarial Training	3	1	
	Secretarial Training	4	1	
	Secretarial Training	5	1	
	Secretarial advanced training	6	1	
			1	
24.	IT Supervisory Level	4	1	
	IT Supervisory Level	5	1	
	IT Supervisory Level	6	1	
			1	
25.	Water Plant Operation	3	1	
	Water Plant Operation	4	1	
	Water Plant Operation	5	1	
			1	
26.	Records Management	3	1	
	Records Management	4	1	
	Records Management	5	1	
			1	
27.	HRD Training Committee	4	1	
	HRD Training Committee	5	1	
			1	
28.	Water and Wastewater	2	1	
	Water and Wastewater	3	1	
	Water and Wastewater	4	1	
	Water and Wastewater	5	1	
			1	
29.	Environmental Practice	4	1	
	Environmental Practice	5	1	
			1	
30.	Contract Management	-	1	
31.	IDP Training	3	1	
	IDP Training	4	1	
			1	
32.	Road Maintenance	2	1	
	Road Maintenance	3	1	
	Road Maintenance	4	1	
	Road Maintenance	5	1	
			1	
33.	Leadership Development	3	1	
	Leadership Development	4	1	
	Leadership Development	5	1	
	Leadership Development	6	1	
			1	
34.	PFMA	4	1	
	PFMA	5	1	

	PFMA	6	1	
			1	
35.	Business Management and Adm	4	1	
	Business Management and Adm	5	1	
	Business Management and Adm	6	1	
			1	
36.	HR Management	4	1	
	HR Management	5	1	
	HR Management	6	1	
			1	
37.	EAP	3	1	
	EAP	4	1	
	EAP	5	1	
			1	
38.	Confined Space	3	1	
	Confined Space	4	1	
	Confined Space	5	1	
			1	
39.	Fall Protection	3	1	
	Fall Protection	4	1	
	Fall Protection	5	1	
			1	
40.	Anti-Fraud and Corruption	-	1	
41.	Risk Champions Training	-	1	
42.	Building Control	-	1	
43.	Problem Solving Skills	-	1	
44.	Building Control Skills	-	1	
45.	Performance Management	3	1	
	Performance Management	4	1	
	Performance Management	5	1	
			1	
46.	Qualitative Research	-	1	
47.	Quantitative Research	-	1	
			1	
48.	Leadership, Management & Supervision Skills Training	-	1	
49	Managerial Decision Making	-	1	
50.	Strategic Management	-	1	
51.	Labour Relations Development Programme (LRDP)	-	1	
52.	Team Building	-	1	
53.	Leadership Skills for Women Supervisors	-	1	
54.	Management Development Programme (MDP)	-	1	
55.	Diversity and Organisational Change	-	1	

56.	Information Technology For Accountants and Auditors	-	1	
57.	Advanced Information Technology for Managers	-	1	
58.	Employee Benefits & Salary Administration	-	1	
59.	Change leadership	-	1	
60.	Change Management	-	1	
61.	Strategic Directions and Leadership	-	1	
62.	Results and Quality focus	-	1	
63.	Analysis and Innovation	-	1	
64.	Planning and Organising	-	1	
65.	Communication	-	1	
66.	Knowledge and Information Management	-	1	
67.	Municipal Budgeting, forecasting and reporting training	-	1	
68.	Auto-Cad	-	1	
69.	Welding	-	1	
TOTAL TO BE CARRIED OVER TO THE FORM OF OFFER				

N.B Due to the vast nature of training courses / interventions, the municipality will from time to time request written quotations for other training interventions /courses that are not listed in the Bill of quantities or the scope of work as listed above as and when required due to its operational requirements.

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