

## KNYSNA MUNICIPALITY

### **T 48/2017/18 MUNICIPAL MINIMUM COMPETENCY LEVELS TRAINING PROGRAMME FOR A 3 YEAR PERIOD**

Tenders are hereby invited for the appointment of an experienced, qualified and SETA accredited service provider, for the facilitation and delivery of a certificate in Municipal Financial Management (CMFM, Qualification ID No. 48965) for municipal officials from Knysna Municipality for a period of 3 years.

The physical address for collection of tender documents is: **Supply Chain Management Unit, Finance Building, Queen Street, Knysna.**

A receipt for a non-refundable deposit of **R 252.00** payable by cheque made out in favour of Knysna Municipality is required on collection of the tender documents. Tender documents can be downloaded from the following website: [www.knysna.gov.za](http://www.knysna.gov.za) at no cost. Website navigation is as follow: Information centre – SCM – Tenders.

Queries relating to these documents may be addressed to: Mr M Mato, Tel 044-302 6549, e-mail [mmato@knysna.gov.za](mailto:mmato@knysna.gov.za) Technical enquiries relating to the tender must be addressed Mrs. L Phillips, Tel 044-302 6307, e-mail [lphillips@knysna.gov.za](mailto:lphillips@knysna.gov.za)

The closing time for submission of bids is **12h00 on Wednesday, 13 December 2017**. Bids must be sealed in an envelope clearly marked with the bid number and title given above, and placed in the **bid box at the Supply Chain Management Unit, Finance Building, Queen Street, Knysna**, on or before the mentioned time and latest date. Telephonic, facsimile, e-mail and late bids will not be accepted. Bids must remain valid for a period of ninety (90) days after the closing date of the bid. Knysna Municipality reserves its right to extend the validity period, should you not be willing to hold your bid valid in all respects for further period as requested, it will lapse on expiry of the current validity period.

Bids will be opened on the same day at the Supply Chain Management Section at 12h05. Late or unmarked bids will not be considered.

Bids may only be submitted on the bid documentation that is issued.

Bids will be evaluated according to the **80/20** preference points system. The bids are subject to the Council Supply Chain Management Policy, Preferential Procurement Policy Framework Act, 2000, and the Preferential Procurement Regulations 2017.

Functionality is applicable and bidders must score at least 70% to be considered for price evaluation.

The Municipality reserves the right to withdraw any invitation to bid and/or re-advertise or to reject any bid or to accept a part of it. The Municipality does not bind itself to accept the lowest bid or to award a contract to the Bidder scoring the highest number of points.

**NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE AS DEFINED IN THE MUNICIPAL SUPPLY CHAIN MANAGEMENT REGULATIONS (GOVERNMENT GAZETTE NO 40553 DATED 20 JANUARY 2017).**

Further requirements for sealing, addressing, delivery, opening and assessment of bids are stated in the Tender Document.

**KAM CHETTY**  
**MUNICIPAL MANAGER**  
Clyde Street  
KNYSNA  
6570

