



higher education & training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

Ingwe TVET College



Enquiries: S. Ngodwana

Tel: 039 940 2142

Ext 181

ADVERT

BID DESCRIPTION	BID NO	CLOSING DATE	ENQUIRIES
TRAINING FOR 10 OFFICIALS TO BE TRAINED ON AUTOCAD.	INGWE/095/2023	DATE: 10/10/2023	TECHNICAL: MRS. M.N NTOMBINI TEL: 039 940 2142 SCM: S. NGODWANA TEL: 039 940 2142

Kindly furnish me with a written quotation for the provision of services as detailed in the enclosed specification.

The quotation must be submitted on the letterhead of your business or have your business stamp. Quotation may be hand delivered before **12H00pm** at **Ingwe TVET College, Mount Frere Administration Offices at the reception area or email to snquotations@ingwecollege.edu.za**

THE FOLLOWING MANDATORY DOCUMENTS MUST BE SUBMITTED WITH THE QUOTATION AND FAILURE TO SUBMIT WILL LEAD TO THE BIDS BEING DECLARED NON-RESPONSIVE:

- Price(s) quoted must be valid for at least thirty (30) days from date of your offer.
- Price(s) quoted must be firm and must be inclusive of VAT.
- Firm Delivery Period must be indicated.
- A valid SARS TAX Compliance status with PIN.
- Updated CSD (Central Supplier Database) report.
- Company municipal statement of account not older than three (3) months or company lease agreement if renting premises or affidavit from SAPS stating that the company is not obliged to pay municipal rates or ward council letter confirming the proof of address for the company for non – rates paying areas or rural areas.
- Joint Ventures to attach: JV Agreement and letter of Signatory.
- **Completed SBD 4 – as per PFMA SCM Instruction No. 03 of 2021/22 effective from 1 April 2022, the revised SBD 4 must be fully completed and signed. SBD 8&9 are repealed (no longer required). Failure to submit as instructed will lead to the bids being declared non – responsive. Bidders must download the revised SBD 4 from the College website or National Treasury website.**

BIDDERS SHOULD TAKE NOTE OF THE FOLLOWING BID CONDITIONS:

- Ingwe TVET College Supply Chain Management Policy will apply;
- 80/20 preferential procurement point system will be applied.
- Ingwe TVET College does not bind itself to accept the lowest bid or any other bid and reserves the right to accept the whole or part of the bid;
- Bids which are late, incomplete and unsigned will not be accepted.
- No quotations will be considered from persons in the service of the state.
- Failure to comply with these conditions may invalidate your offer.
- **Only quotations sent to the above mentioned e-mail address will be accepted.**

Central Office
Badibanise Village
Mount Frere
Tel: 039 940 2142

Mount Frere Campus
Cancele Road
Mount Frere
Tel: 039 940 2142 ext.200

Ngqungqushu Campus
Magwa Road
Lusikisiki
Tel: 039 940 2142 ext.300

Siteto Campus
Mhlanga Village
Bizana
Tel: 039 940 2142 ext.400

Maluti Campus
Mli Road
Maluti
Tel: 039 940 2142 ext.500

Mt Fletcher Campus
Hospital Area
Mount Fletcher
Tel: 039 940 2142 ext.600

NB: SPECIFICATION ATTACHED

EVALUATION CRITERIA

The 80/20 preferential procurement point system will be applied as the project is estimated to be more than R30 000.00.

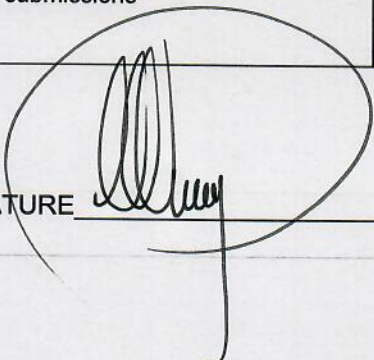
Price - 80 point
Specific goals - 20 points

“On the 04 November, the minister of Finance gazetted new Preferential Procurement Regulations (2022 Regulations) under the Preferential Procurement Policy Framework act, 2000 (PPPFA), this was aimed at aligning the regulations to the February 2022 Constitutional Court judgement. That judgement ruled that the Minister exceeded his powers in prescribing the 2017 Regulations. The Public Procurement Bill is being finalized, which will empower the Minister of Finance to set preferential procurement, the 2022 Regulations repeal the 2017 Regulations and take effect on the 16 January 2023”

SPECIFIC GOAL POINTS BREAKDOWN

SPECIFIC GOALS	PREFERENCE POINTS ALLOCATED OUT OF 20	DOCUMENTATION TO BE SUBMITTED BY BIDDERS TO VALIDATE THEIR CLAIM FOR POINTS
Black ownership: An EME or QSE which is at least 51% owned by black people	8	<ul style="list-style-type: none">• ID Copy• CIPC (Company registration)• CSD report (the ownership status of the 2 documents must correspond in order to be awarded points)
Women ownership: An EME or QSE which is at least 51% owned by women	4	<ul style="list-style-type: none">• ID Copy• CIPC (Company registration)• CSD report (the ownership status of the 2 documents must correspond in order to be awarded points)
Youth ownership: An EME or QSE which is at least 51% owned by youth (up to 35 years of age)	4	<ul style="list-style-type: none">• ID Copy• CIPC (Company registration)• CSD report (the ownership status of the 2 documents must correspond in order to be awarded points)
Disability: An EME or QSE which is at least 51% owned by people with disability	2	<ul style="list-style-type: none">• ID Copy• CIPC (Company registration)• CSD report (the ownership status of the 2 documents must correspond in order to be awarded points)• Medical certificate• SASSA registration or confirmation of disability from a relevant authority.
Locality: Located in the OR Tambo District municipality , Alfred Ndzo District Municipality and the Joe Qabi District Municipality	2	<ul style="list-style-type: none">• Municipal rates account OR• Letter from councilor confirming residence or Lease Agreement
Non – submissions	0	<ul style="list-style-type: none">• No points will be claimed if the bidders failed to submit the required documents

SIGNATURE _____



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Enquiries: M.N NTOMBINI

EXT: 150

mntombini@ingwecollege.edu.za

Terms of Reference / Specification for 1 Officials

QUOTATION FOR THE APPOINTMENT OF A SUITABLE SERVICE PROVIDER TO PROVIDE AUTO CAD TRAINING TO INGWE TVET COLLEGE 10 OFFICIALS.

NO.	DETAILS	NUMBER OF OFFICIALS	DATES (Excl.weekends & public holidays)	DURATION (In Days)
1.	AUTO CAD	10	To be confirmed	5

The service provider should take note of the following:

- Training provider must be an accredited auto cad provider.
- Completion certificate is required.
- Atleast 3 contactable references that you have conducted this training or similar training.

FIRST SCOPE

- Advanced drawing techniques. This includes learning how to create and edit complex objects, such as splines, polylines and ellipses.
- Users will also learn how to work with layers, blocks, and attributes to manage and organize their drawings effectively.

SECOND SCOPE

- 3 D modelling. This includes learning how to create 3D objects and surfaces using various tools and techniques. Users will also learn how to apply material and textures to their 3D models and how to render them to create realistic images. Additionally, users will learn how to create and edit 3D solids and meshes, as well as how to user Boolean operations to combine or subtract them.

THIRD SCOPE

- Customization and atomization. This includes learning how to customize the AutoCad interface to suit individual preferences and needs. Users will also learn how to create and use macros and scripts to automate repetitive tasks and increase productivity. Additionally, users will learn how to use the AutoLISP programming language to create custom commands and functions.

FOURTH SCOPE

- Collaboration and sharing. This includes learning how to work with other AutoCad users and how to share drawings and designs with them users will also learn how to use Auto Cad web and mobile apps to access and edit their drawings form anywhere. Additionally, users will learn how to use cloud storage services to store and share their drawings securely.

enquiries must be forwarded to:

.....M N NTOMBINI

HRD Unit

FUNCTIONALITY		REQUIRED EVIDENCE	SCORE POINTS
1. Experience			
(a) Number of clients (Contactable references) or list of similar projects that the bidder has successfully undertaken in the past five years.			
More than 5 clients	40 points	A minimum of at least three (03) reference letters from satisfied previous clients that have been serviced in the past five years should be provided, the submission must be on the relevant client's letterhead and signed. Contact details of clients should be also provided. NB: 0 point will be claimed where submitted of reference clients cannot be contacted. Appointment letters without reference letters will not be considered.	40
4 to 5 clients	30 points		
3 clients	20 points		
0-2 clients	0 points		
2. Expertise			
(a) Facilitator with experience and relevant qualification in Engineering (ND – NQF LEVEL 6) and comprehensive CV's should be attached.			
10 and above years' experience and qualifications.	30 points	Attach CV and certified copy of ID and qualifications (National Diploma in Engineering) of the Facilitator depicting at least a minimum of three (3) years' experience in leading similar projects. NB: 0 point will be claimed where the above is not attached and not certified will not be considered (certification should with the period of six month).	40
6 to 9 years' experience and qualifications.	20 points		
3 - 5 years' experience and qualifications.	10 points		
0-2 years' experience and qualification	0 points		
3. Methodology			
Demonstrate understanding of project, clear timelines, targets, cash flow and engagement strategy.	20 points	Appropriateness of the tools used by the organization and how they will satisfy the requirements of the assignment. Setting out the plans to manage works which should include the process for the taking and handling back of work areas. The service provider has to demonstrate knowledge of activities outline in the project.	20
Demonstrate understanding of project, clear timelines, and targets.	10 points		
Incomplete, inadequate and inaccurate project	0 points		
TOTAL			100 POINTS