



**REQUEST FOR QUOTATION  
APPOINTMENT OF SERVICE PROVIDER FOR THE WORKSHOP OF COUNCILLORS  
QUO/503/2016**

**BID INVITATION**

Notice is hereby given in terms of chapter 11 of the Municipal Finance Management Act 2003 (Act No.56 of 2003).

uMfolozi Local Municipality is requesting quotations from suitably qualified service providers, for following services.

- **Workshop for Councillors on Standing Rules and Orders, Code of Conduct for Councillors, powers and functions of Council Committees.**
- **Proposed dates- 7-9 September 2016**

**Compulsory returnable documents**

- Company Registrations Certificate
- Original Tax Clearance Certificate
- BBBE certificate accredited by the recognized institution
- Fully accreditation certificate with LGSETA
- All prospective bidders are required to submit MBD4 forms-Declaration of interest forms, which can be obtained from the Supply Chain Management Unit, uMfolozi Municipal Offices located at 25 Bredelia Street, KwaMbonambi during office hours.

**CLOSING DATE**

Quotations shall be sealed in an envelope clearly indicating the name of the project and the bid number for which the proposal is being submitted and deposited in the foyer of uMfolozi Local Municipality, on 25 Bredelia Street, Kwa-Mbonambi, before **12h00** on the **02 September 2016**. Late proposals or proposals received by way of facsimile or e-mail will, under no circumstances be considered.

**BID ENQUIRIES**

Enquiries can be directed to Mr M Ntuli (Manager Supply Chain Management) during office hours 08h00 - 16h00 on the number (035) 580-1421.

  
**MR M NTULI  
HEAD OF SUPPLY CHAIN**