



NOTICE NO .SCM05-0112-22

Kindly furnish us with a written quotation for the supply of goods and services as detailed below.

Request for quotation documents may be obtained from Ray Nkonyeni Municipality – Supply Chain Management Office at 1000 Dan Pienaar Square, Margate from **1 DECEMBER 2022** during offices hours (7h30 to 16h00) to closing date. However, you are encouraged to download the documents at

<https://www.rnm.gov.za/index.php/opportunities/tenders/mini-tenders>

LIFE SKILLS & LEADERSHIP TRAINING PROGRAMME

DESCRIPTION/SPECIFICATION	QTY	UNIT PRICE		AMOUNT (EXCL VAT)	
		R	C	R	C
TRAINING TO CONDUCT LIFE SKILLS PROGRAMME & LEADERSHIP FOR 200 PARTICIPANTS	50 PARTICIPANTS PER PROGRAMME				
SERVICE PROVIDER MUST HAVE PROVEN TRACK RECORD ON TRAINING IN LIFE AND LEADERSHIP SKILLS. PROOF OF TRAINING MUST BE ATTACHED.	A MINIMUM OF 6 DIFFERENT MODULES				
SUB TOTAL					
ADD 15% VAT					
TOTAL					

COMPULSORY CLARIFICATION MEETING TO BE HELD AT: YOUTH DEVELOPMENT OFFICE – 10 CONNOR STREET PORT SHEPSTONE

DATE: 5 December 2022

TIME: 8:30

CONTACT: SAMUKELISIWE NGWABE -039-6883071/0716738101

Sealed quotations must be marked: **TENDER NO.SCM05-0112-22 LIFE SKILLS & LEADERSHIP TRAINING PROGRAMME** must be deposited into a Tender box at the Supply Chain Management Office (Margate) by no later than **12pm 8 DECEMBER 2022**. Telegraphic faxed, emailed, and late quotations will not be accepted. A valid tax clearance certificate from SARS reflecting your tax pin code must be furnished. Mini Tender documents (available on our website and at the Supply Chain Management Office) must be attached. It is mandatory that all service providers are registered on the Central Supplier Database (CSD) and proof of your registration reflecting your CSD Number must be furnished with every tender submission. Failure to attach all mandatory documents as is requested on the tender documents will result in your tender not being further evaluated.

FAILURE TO COMPLY WITH THESE CONDITIONS MAY INVALIDATE YOUR OFFER.

All queries in respect of the above should be addressed to the Supply Chain Management Office – 039-3128378 The Municipality does not bind itself to accept the lowest or any quotation and reserves the right to accept the whole or any part of the quote.

Ray Nkonyeni Municipality
P O Box 5
PORT SHEPSTONE
4240

COMPANY FULL NAME

AUTHORISED PERSON FULL NAME & SIGNATURE

DATE

COMPANY STAMP

Youth Development Unit of RNM is looking for a suitable and qualified training provider to conduct life skills training and leadership course for its youth from January 2022 to June 2022. The training provider must be fully registered and has developed its own model in Like Skills. The course must take a minimum of 4 full weeks, run follow-up sessions for the trained youth over a period of 6 weeks after the course, helping these youth in productive endeavours in their communities and beyond and must include community/volunteer services for at least 3 months after formal Training. The service provider will train these young people in a more intensive leadership programme, this entails 3 weeks of residential training and 1 weeks of practical community outreach, and assist in placing many of these students into study and job opportunities after the course.

The actual course must cover the following but not limited;

- **Vision/Goal Setting/Life Purpose**
- **Healing of the Past** (Forgiveness, Reconciliation)
- **Relationships and People Skills** (Conflict Resolution, Teamwork, Sexual behaviour, Romantic Relationships, Understanding People)
- **Communication Skills** (Public Speaking, Interpersonal Communication)
- **Leadership Skills**
- **Self-Esteem** (Motivation, African Renaissance)
- **World View**
- **Personal Growth** (Self-Leadership, Character Building)
- **Volunteerism and Active Citizenship**
- **HIV/AIDS** (Prevention, Treatment, Care for the Affected and infected)
- **Job Preparation Skills and Finances** (Prioritising, Budgeting)
- **Opportunity Awareness** (Jobs, Learnerships, Study, Volunteering, Entrepreneurship)

The training provider will be responsible for the following;

- Course content
- Learning material including facilitation AID
- Qualified facilitators for the duration of the training (CVs of facilitators must be attached)
- Credible certification for all participants
- Keep register with all details of participants
- Compile a close up report per class trained.
- Prepare, fund and Host graduation ceremonies in partnership with the Municipality.

RNM will be responsible for the following;

- Recruitment of all participants from wards in consultation ward councillors
- Booking and securing of training venues
- Covering of all costs related to trainings
- Evaluate the course
- Accept and scrutinise the closed up report
- Recommend changes and amendments to the training
- Coordinate relevant guest speakers within the duration of the training

All bidders will be subject to a session where they will be required to do a PowerPoint presentation on how they are going to enrol the program.

The Municipality will be targeting 4 different areas from January 2022-June 2022.

