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REQUEST FOR QUOTATION

RFQ Name: APPOINTMENT OF SRC ELECTION SERVICE PROVIDER, LEADERSHIP DEVELOPMENT.

RFQ No: KHC/RFQ/07/2023

Specification Enquires: Mr KM Picane

Contact Details: 047 401 6400

Email address: kanyap@kinghintsacollege.edu.za

SCM Enquiries: Ms N. Maseme

Contact No: 047 401 6400/6437

Email address: nmaseme@kinghintsacollege.edu.za

Specification:

Item	Full Descriptions	Quantity
Facilitation of SRC elections	<ol style="list-style-type: none"> 1. Technical Proposal 2. Project Implementation Plan, 3. Conduct and deliver SRC election in 05 Campuses- Msobomvu, Centane, Teko, Willowvale and Dutywa Campuses. 	01
SRC Induction	<ol style="list-style-type: none"> 1. Leadership development & training for elected SRC members 2. Provide areas / topics to be covered during 3. Service provider to render team building services 4. The activities to be conducted must also produce a programme of action (POA) for the new term of office of the newly elected SRC 	01

Important Information:

Please submit the following compliance documents:

MANDATORY DOCUMENTS

Prospective bidders to submit the following documents:

1. A valid Tax Clearance
2. Active Central Supplier Database Proof
3. Public Liability Insurance Certificate
4. Minimum of three reference letters from institutions of higher learning where similar service of SRC Elections and Training were rendered.
5. Company Profile
6. BBEE Certificate or Sworn Affidavit
7. Supplier declaration forms (Obtained from the College website)
8. Company Registration Documents

All quotations and compliance documents **MUST** be emailed to the following address: nmaseme@kinghintsacollege.edu.za

Closing Date of quotations: 12 April 2023 AT 16:30pm

PLEASE NOTE THAT NO LATE QUOTATIONS WILL BE ACCEPTED.