

SEKHUKHUNE TVET COLLEGE

FOR TECHNICAL & VOCATIONAL EDUCATION AND TRAINING COLLEGE



REACHING GOALS TOGETHER

ADVERTISEMENT

The Sekhukhune TVET College hereby invites service providers to quote for the following item/s.

SPECIFICATION: SERVICE PROVIDER FOR FACILITATION OF NEW VENTURE CREATION (RELATED UNIT STANDARDS) TRAINING AND MENTORSHIP FOR 20 PARTICIPANTS (SMMEs).

Line	Item Description
01.	Request for a service provider to facilitate and manage new venture creation aligned standards and issue certificate of competency to 20 participants (SMMEs operating within chemical industries i.e. detergents manufactures, water treatment, cosmetics manufacturing and related) on the following unit standards: <ul style="list-style-type: none">• 114974 – apply the basic skills of customers services.• 119674 – Manage finances for a new venture.• 119670 – Produce a business plan for a new venture.• 119668 – Manage business operations. For a period of 3 months
02.	Mentorship/coaching of the 20 participants to produce a business plan and to establish own financial record keeping toolkit for effective financial management (sessions conducted simultaneously with training on new venture creation) For a period of 3 months
03	Technical Proposal (with project methodology to be used, timelines/ dated implementation plan, and projects management)
04	Project Leader: Qualification: Project Leader with NQF Level 6/ Degree/ Diploma Qualification in Business Management/ Marketing/ Development Studies/ Economics/ Entrepreneurship.
05	Business Mentor (Can be same as facilitator) Mentor with NQF Level 6/ Degree/ Diploma Qualification in Business Management/ Marketing/ Development Studies/ Economics/ Entrepreneurship. Experience as a business mentor and / business owner with language capabilities to function in both English and Sepedi. Months for all qualifications. Clearly index and label the Facilitator).
	NB: Financial proposals must not include stipends

The following conditions shall apply:

SUBMISSION OF DOCUMENTS:

- Sealed envelope written the notice number must be submitted at reception at the central office, **Sekhukhune TVET College, CS Barlow campus, stand no. 676, Motetema, Limpopo Province** between 07h30-16h30 (Monday to Thursday) and 07h30-11h00 on Fridays.
- Emailed quotations can be send to mmerekim@gmail.com
- Closing date for submissions will be **10 November 2022 at 11H00.**

COMPULSORY MANDATORY DOCUMENTS:

- CIPC of Company registration certificate (CK) issued within 1 year of closing date
- Indicate CSD Supplier Number on the **quotation**
- SBD 4 and SBD 8 forms obtainable on the College website.
- CSD Report
- Accreditation certificates with the relevant seta.
- **(NB: Non-Compliance with the above will result in automatic disqualification).**

GENERAL CONDITIONS:

- This request for proposal does not serve as a quotation template, therefore an official quotation must be in company letterhead.
- Quoted prices must be valid for at least a period of thirty (30) days.
- Suppliers must be in a position to deliver within ten (10) days upon receipt of an official purchase order as failure to do so will result to cancellation of the order with immediate effect.
- There will be no public opening of quotations.

For further enquiries, please use the following contact details:

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|--------------|---------------------|----------------|------------------------|
| • Sibande TD | Procurement Officer | (013) 269 0278 | Administrative Queries |
| • Magolo MT | Procurement Office | (013) 269 0278 | Administrative Queries |

**PRINCIPAL
TJ KEKANA**