



KAROO HOOGLAND

MUNISIPALITEIT / MUNICIPALITY



REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS

Procurement from R30 000.00 up to a transaction value of R300 000.00(incl VAT)
(For Publication on Karoo Hoogland Website and Notice Boards)

RE-ADVERTISEMENT

QUOTATION NUMBER: R22/8/622/2025-2026

ADVERTISING DATE: 19 NOVEMBER 2025

CLOSING DATE: 25 NOVEMBER 2025

Karoo Hoogland Municipality hereby invites all interested Qualified Service Providers to furnish us with written quotations for the supply and delivery of the services/goods as detailed in the enclosed specifications.

The quotation must be submitted on the letterhead of your business quoting the above quotation number not later **than 25 NOVEMBER 2025 at 12:00**

PROJECT NAME: Service provision for Chainsaw Operator Training

The quotation can either be hand delivered in a sealed envelope marked with quotation number to: **The SCM Practitioner, Karoo Hoogland Municipality Offices, 2 Mulder Street, Williston, 8920** or emailed to t.petoors@karoohoogland.gov.za for the attention of the SCM Office. Please specify in your email or on your sealed envelope the **Quotation Number** stated above.

The following conditions will apply:

- Price(s) quoted must be valid for at least thirty (30) days from closing date of quotation.
- Price(s) quoted must be firm and must be inclusive of VAT.
- Goods must be delivery within 7 days after receiving the order
- Bidders must complete the following forms: (obtainable from the municipal SCM office and submit it with their quotation)
 - MBD 2 (Tax Clearance Certificate)
 - MBD 4 (Declaration of Interest)
 - MBD 6.1 (B-BBEE Status Level)
 - MBD 8 (Declaration of Bidders past supply chain management practices)
 - MBD 9 (Certificate of independent Bid determination);
 - MBD 15(Municipal accounts)
- Bidders must be registered on the National Treasury Central Suppliers Database.
- Bidders must ensure that they submit a valid Tax Clearance and ID documents of directors and shareholders.
- Quotations between **R 30 000** and **R 300 000 (Vat Incl)** will be evaluated using **80/20** preferential system.
- The Municipality reserves the right to partial acceptance of one or more quotations, to withdraw any invitation to quotations and/or ot re-advertise or to reject any quotation.

NB: No quotation will be considered from persons in the service of the state!

Failure to comply with these conditions may invalidate your offer.

Yours faithfully SCM Department -Tel: 053 285 0998 / t.petoors@karoohoogland.gov.za

SPECIFICATIONS

Operate a chain saw / Conduct pruning activities

SAQA US ID	UNIT STANDARD TITLE
262157	Conduct pruning activities according to industry standards
262187	Operate a chain saw from a rope and harness
NQF LEVEL: Level 03	
CREDITS: 5	
Duration of Training:	As per Service Provider`s schedule but no longer than 5 days
Total Delegates:	15 employees
Pricing:	1. A unit rate per trainee should be provided and. 2. All prices in (1) and (2) should include all costs (i.e. training material, stationery, own media and technology). 3. Prices must include VAT. 4. The supplier shall furnish the Municipality with an original detailed invoice.
Seta Certificate Accreditation	6. A certified copy of the bidder`s SETA Certificate must accompany the bid documents. If the requested certified copy does not accompany the bid document of the bidder, the Municipality reserves the right to reject the bid. 7. Qualifications of key personnel – Certified relevant qualification.
Certification	8. Certification of delegates when competent 9. Provision of training report for the training provided.
Language	10. Training must be presented in English however training providers must also be able to present in Afrikaans depending on the target audience.
Methodology	11. Facilitation: Face to Face (As determined by the Municipality) 12. Must contain a practical component with demonstration and practical assessment of competency.

BACKGROUND

Service provider: Operate a chainsaw from rope and harness & conduct pruning activities according to industry standards

The learners after training will be able to:

SAQA:262157

- Conduct tree pruning risk assessment to develop an operational plan.
- Use equipment for tree pruning.
- Communicate with stakeholders during the pruning operation.
- Conduct tree pruning activities as per operational procedures.
- Identify the tree structure and targeted features for pruning operations.
- Conduct risk assessment in relation to tree pruning activities.
- Apply knowledge of legal and environmental factors in relation to pruning operations when dealing with targeted species.
- Brief ground staff about tree pruning operations.
- Inspect pruning equipment for safety and functionality.
- Use chainsaw from harness and rope to prune a tree according to industry working standards.
- Perform tree pruning activities safely according to industry standards.
- Advise client on outcome of tree pruning.

SAQA:262187

- Achieve a working position to receive a chainsaw in an aerial position.
- Start a chainsaw from rope and harness.
- Change chainsaw positions for cutting.
- Remove limbs using a chainsaw as required.
- Use a chainsaw in exceptional circumstances.

Payment:

Payment will be made in tranches:

T1: Completion of Training done (70% of Quote)

T2: Upon receipt of SOR from Ceta and Certificate of Competency from SPD (30% of Quote)

Information to be provided with the quotation

- ID documents of directors and shareholders
- Valid Tax Clearance Certificate
- MBD Forms
- CSD Report

Any enquiries: TN Petoors t.petoors@karoohoogland.gov.za

FINANCIAL EVALUATION – POINT SCORING

The evaluation will be performed on 80/20 principles as Provided in PPFA :

Price :	80 points
Specific Goals: 10 -Youth and 10 -Locality	20 points
Total	100 points