



## REQUEST FOR QUOTATIONS

### LEVEL ONE FIRST AID TRAINING COURSE

SCM CONTACT PERSON:	Mr. PM Dyonase
TELEPHONE NUMBER:	(051) 673-9600
FAX NUMBER:	(051) 673-1550
TECHNICAL ENQUIRIES/ADDITIONAL INFORMATION:	Ms. N Jamjam Skills Development Officer
TELEPHONE NUMBER:	(051) 673-9600
FAX NUMBER:	(051) 673-1550
REFERENCE NUMBER:	SCM/MOH/88/2016
DESCRIPTION:	Level One First Aid Training Course
ADVERTISEMENT DATE:	22/07/2016
CLOSING DATE:	29/07/2016
CLOSING TIME:	14:00
COMPULSORY SITE MEETING :	No
SITE MEETING VENUE:	N/A
SITE MEETING DATE:	N/A
SITE MEETING TIME:	N/A
PUBLIC OPENING:	No

#### **PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000**

*This request for quotation is subject to the terms of the Preferential Procurement Policy Framework Act, 2000: Preferential Procurement Regulations, 2011. It is solely the responsibility of aspirant vendors who desire to avail themselves of the preferences available under this policy to familiarise themselves of its contents and to make such claims for preference. (Copies of the Policy may be obtained from the Supply Chain Management Unit or downloaded from National Treasury website: [www.treasury.gov](http://www.treasury.gov)).*

**NB!! BBBEE CERTIFICATES FROM ACCREDITED RATING AGENCY TO BE ATTACHED TO QUOTATION IF YOU WISH TO CLAIM PREFERENCES IN TERMS OF THE ABOVEMENTIONED REGULATION.**

The Mohokare local Municipality wishes to appoint an accredited and suitable registered training provider(s) to train 20 learners on NQFL1 First Aid. Main focus areas are as follows:

<u>Quantity</u>	<u>ID</u>	<u>Unit Standard</u>	<u>NQF Level</u>	<u>Credits</u>
20 learners	119567	Perform basic life support and first aid procedures	1	5

## Specific Outcomes

- Demonstrate an understanding of emergency scene management
- Demonstrate an understanding of elementary anatomy and physiology
- Assess an emergency situation
- Apply First Aid procedures to the life-threatening situation
- Treat common injuries

## Essential Embedded knowledge

The following embedded knowledge is addressed in an integrated way in the unit standard:

### 1. Names & functions of:

- Anatomy and physiology of the human body
- Primary and secondary examinations
- Scope of practice, consent, recording

### 2. Attributes, descriptions, characteristics & properties:

- Confidence attained through repeated practical applications
- Willingness to assist in emergency situations

### 3. Sensory cues:

- Effective diagnosis and treatment and safety of the accident scene and bystanders

### 4. Purpose of:

- Precautionary measures for blood and body fluids
- Specific equipment and training aids
- Specific treatment

### 5. Events, causes and effects, implications:

- Events relating to injury mechanisms
- Safety requirements relating to the situation
- Transportation of patients, services available and cost implications

### 6. Categories:

- Adults, children and infants
- Sick or injured
- Emergency situations
- Disaster situations

### 7. Procedures and techniques:

- Evaluation of the patient's condition and severity of injuries e.g. critical, stable, level of consciousness etc.
- Basic communication skills

**8. Regulations, legislation, agreements, policies, standards:**

- Standards set according to legislation as per the Occupational Health and Safety Act and other related legislation and policies

**9. Theory, rules, principles, laws:**

- Interdependence of the various systems of the body
- Specific treatments

**10. Relationships, systems:**

- Family, community, colleagues
- Emergency and disaster services
- Facilitate the learning program
- Conduct assessments
- Moderate assessment and
- Issue the certificates.

A successful service provider will be expected to supply all the learning material for the program and must demonstrate this ability in the proposal. Interested consultants, individuals and organizations must prepare and submit the following:

**Requirements:**

- A detailed proposal
- Company profile (with CVs of lead consultants)
- Relevant experience
- Accreditation Certificate

The following documents will be required:

- Valid Training provider Accreditation letter. Certified copies only.
- A valid original Tax Clearance certificate must accompany your quotation.
- BBBEE certificate must accompany your proposal
- Declaration of interest (obtainable from the Municipality's website [www.mohokare.gov.za](http://www.mohokare.gov.za))
- If not registered in our Municipality supplier's database, your quotation must be accompanied by the applications forms that you will find on the website [www.mohokare.gov.za](http://www.mohokare.gov.za)

**Failure to comply with these conditions may invalidate your offer.**

All Quotations **must be** submitted on your Companies official documentation **with letterhead** alternatively the Quotation must be stamped with your Companies official stamp.

Failure to comply with the above **will invalidate** the Quotation, leading to an automatic disqualification.

**NB:** The following shall not be considered:-

- (a) Quotations received after the closing date and time determined here-in.
- (b) Quotations of which the envelopes have not been duly marked for identification.
- (c) Telegraphic, faxed and telephonic tenders or those completed in pencil.

**Vendors Registration:**

Prospective vendors, who are not yet registered on Municipal Supplier Database, must submit a completed application form to Municipal Supply Chain Unit on, or before the Quotation closing date.

**No Orders may be issued if a Supplier is not registered on Municipal Supplier Database.**

**NOTE: "The Municipality may not necessarily accept the lowest or any other offer, and reserves the right to select in its favour any, all, or no portion of any offer made."**

***NB:** No quotations will be considered from persons in the service of the state*

*\*MSCM Regulations: "in the service of the state" means to be –*

- (a) a member of –*
  - (i) any municipal council*
  - (ii) any provincial legislature; or*
  - (iii) the national Assembly or the national Council of provinces;*
- (b) a member of the board of directors of any municipal entity;*
- (c) an official of any municipality or municipal entity*
- (d) an employee of any national or provincial department, national or provincial public entity or constitutional institution with in the meaning of the PFMA, 1999*
- (e) a member of the accounting authority of any national or provincial public entity; or*
- (f) an employee of Parliament or a provincial legislature*

Yours Faithfully

**Mr TC Panyani**  
**Municipal Manager**