

You are hereby invited to tender for the requirement of the W&RSETA

Tender number	WCR/IKU/035/01	Closing Date:	21 September 2009	Closing Time	11:00am
Description	Provision of Training for learners on Ikusasa Project				
Validity	Offer to be valid for 90 days from the closing date of the bid				
THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM					
Bid documents may be deposited in the tender box situated at:			W&RSETA House 224 Witch-Hazel Street Highveld Techno Park Centurion, Pretoria		
No faxed, mailed or e-mailed bids will be accepted					
Bidders should ensure that bids are delivered before the closing date and time to the correct address. If the bid is late, for any reason whatsoever, it will NOT be accepted for consideration					
<ul style="list-style-type: none"> • Bids can be delivered between 08:00 and 16:30, Mondays to Thursday and 08h00 to 16h00 on Fridays, prior to the closing date, and between 08:00 and 11:00 on the closing date. • All bids must be submitted on the official forms (not to be re-typed). • This bid is subject to the General Conditions of Contract (GCC) and, if applicable, any other Special Conditions of Contract. • Bids submitted that do not comply with the following will not be considered for evaluation: <ul style="list-style-type: none"> ○ A bid that is not in the format prescribed. ○ A bid without some or all of the required documents. ○ Pricing schedules not in the required format. ○ Bids without the required number of copies 					
Any queries regarding bidding procedures and technical information must be directed in writing to the following contact details, with the tender reference number as the subject:					
E-Mail	tenders@wrseta.org.za				
Fax	086 569 4816				
No telephonic queries will be entertained.					

**All bidders must furnish the following particulars and include it in their submission
(Failure to do so may result in your bid being disqualified)**

Name of bidder							
Entity Name							
VAT registration number							
Tax Clearance certificate				A valid original tax clearance certificate must be submitted			
Postal address							
Street address							
Telephone number		Code		Number			
Cellular number		Code		Number			
Facsimile number							
E-mail address							
Is this bid made in a (tick applicable method)		Single entity		Joint Venture		Consortium	
In case of a consortium/joint venture, full details on consortium/joint venture members: NB: A Valid original Tax Clearance certificate must be attached for all parties.							
Entity name				VAT registration number			
Entity name				VAT registration number			
Entity name				VAT registration number			
Name of contracting entity in case of a consortium/joint venture							
Entity Name							
Postal address							
Street address							
Contact details of responsible person who will act on behalf of the entity/consortium/joint venture for this bid							
Name and surname							
Telephone number		Code		Number			
Cellular number							
Facsimile number		Code		Number			
E-mail address							
Contact details of alternative person who will act on behalf of the entity/consortium/joint venture for this bid							
Name and surname							
Telephone number		Code		Number			
Cellular number							
Facsimile number		Code		Number			
E-mail address							

Please specify regions, in which your organisation has proven capacity to deliver, specifying as per the following column. Please note that failure to complete this will lead to your bid being regarded as non-responsive.

Province in which head office is situated										
Permanent staff compliment at head office										
Contracted staff (facilitators etc.)										
Province in which satellite offices are situated (please tick)	GP	LIM	WC	EC	NC	FS	NW	Mpu	KZN	
Staff compliment per satellite office										
Preferential operational area (please indicate ONE region which the organisation would prefer to deliver)										

Declaration:

I/We have examined the information provided in your bid documents and offer to undertake the work prescribed in accordance with the requirements as set out in the bid document. The prices quoted in this bid are valid for the stipulated period. I/We confirm the availability of the proposed team members. We confirm that this bid will remain binding upon us and may be accepted by you at any time before the expiry date

I am duly authorised to commit the bidder	YES		NO	
Capacity under which the bid is signed				
Date				
Signature				