

**SUPPLY CHAIN MANAGEMENT UNIT**  
**CORPORATE PROCUREMENT BRANCH**  
**OLD FORT PLACE**  
**DURBAN**

21 February 2018

**CONTRACT ADVERT**

**Contract Number: 7Z - 37072**

**Tender Closing: 28 February 2018 BEFORE 11:00 AM AT CORPORATE PROCUREMENT BUILDING, ARCHIE GUMEDE PLACE (FORMER OLD FORT PLACE, DURBAN, 4001 (NOT ANY OTHER MUNICIPAL BUILDING)**

**Documents: are obtainable from Corporate Procurement Building (MMB), Archie Gumede Place (Former Old Fort Place), Durban, 4001 (ONLY ACCREDITED SERVICE PROVIDERS NEED TO ATTEND THE MEETING AND COLLECT THE DOCUMENT ON THE DAY OF COMPULSORY BRIEFING)**

**COMPULSORY BRIEFING SESSION ON 26 FEBRUARY 2018 AT ROOM 10, 13 FLOOR SHELL HOUSE, 221 ANTON LEMBEDE STREET (FORMER SMITH STREET), DURBAN AT 10:00**

**DESCRIPTION: APPOINTMENT OF A SUITABLE SERVICE PROVIDER FOR THE TRAINING OF 20 BENEFICIARIES IN PROJECT MANAGEMENT, CHANGE MANAGEMENT, COMPETENCY BASED MANAGEMENT & FINANCE FOR NON – FINANCIAL MANAGERS FOR ETHEKWINI MUNICIPAL ACADEMY FOR A PERIOD OF 12 MONTHS**

**PURPOSE**

The purpose of this brief is to provide terms of reference to interested accredited training providers for the submission of proposal to undertake paving for twenty five (20) beneficiaries residing in eThekwini Municipal Area.

Scope and Technical Specification	<ul style="list-style-type: none"><li>• The Project Management Training Program must be based on specified Registered Unit Standards</li><li>• The service provider must have FULL accreditation by the relevant ETQA</li><li>• The presenters must be experts in the field of Project Management with a minimum 5 years training experience</li><li>• The Service Provider must ensure that delegates compile the Portfolio of Evidence during or after training</li><li>• On completion of training delegates must be awarded certificate of <b><u>competence</u></b> on each Unit Standard</li><li>• The service provider must have suitable premises to provide training</li></ul>
Duration of Contract	<ul style="list-style-type: none"><li>• 12 months</li></ul>
Beneficiaries	<ul style="list-style-type: none"><li>• eThekwini employees identified through the Workplace Skills Plan</li></ul>
Estimated Number of Beneficiaries	<ul style="list-style-type: none"><li>• 20 beneficiaries for a Once off Training Event</li></ul>
Methodology	<ul style="list-style-type: none"><li>• The programmes must be based on current theories of project management, but there must be a strong element of action learning. Case studies, where necessary, must be taken from the local government sphere, preferably from eThekwini Municipality.</li></ul>

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**ACT SENIOR MANAGER: CORPORATE PROCUREMENT**