

QUOTATIONS ARE HEREBY REQUESTED IN ACCORDANCE WITH THE SCM REGULATIONS SECTION 18 OF THE LOCAL GOVERNMENT MUNICIPAL FINANCE ACT 56 OF 2003, FOR THE PURCHASE OF ITEM/S THAT COULD BE ABOVE R30 000.00 UP TO A TRANSACTION VALUE OF R200 000, 00 (INCLUDING VAT).

PROVISION OF TRAINING SERVICES FOR OPERATING REGULATIONS FOR HIGH VOLTAGE SYSTEMS (ORHVS) TRAINING COURSE

DATE OF ADVERTISEMENT	18 JULY 2017
DATE OF CLOSING	27 JULY 2017 @12H00
COMPULSORY BRIEFING SESSION (IF APPLICABLE)	
DETAILS OF BIDDER	
FULL NAME	
ADDRESS OF BIDDER	
ID NUMBER (SOLE PROPRIETOR) COMPANY OR CC NUMBER	
REGISTRATION NUMBER (PTY) LTD	
TAX REFERENCE NUMBER	
VAT REGISTRATION NUMBER (IF ANY)	
CONTACT PERSON	
ALTERNATIVE CONTACT PERSON	
TELEPHONE NUMBER	
CELL PHONE NUMBER	
FAX NUMBER	
CIDB NUMBER (IF ANY)	

Must be completed in full

QUOTATIONS MUST BE SUBMITTED IN SEALED ENVELOPES CLEARLY MARKED “**PROVISION OF TRAINING SERVICES FOR OPERATING REGULATIONS FOR HIGH VOLTAGE SYSTEMS (ORHVS) TRAINING COURSE**” TO THE QUOTATION BOX SITUATED AT:

RATES AND TAXES HALL (LESEDI OFFICES)
C/O LOUW AND HF VERWOERD STREET
HEIDELBERG
1438

ALL ENQUIRIES SHOULD BE REFERRED TO JACQUELINE CHAUKE (016) 492 0240 OR MS SIBULELO NXATHI@ 016 492 0202 WITH REGARDS TO THE BIDDING PROCEDURE.

DEPARTMENT: INFRASTRUCTURE SERVICES

The following information must be submitted with the quotation, failure in submitting these documents will result in a quotation being disqualified:

- Original tax clearance certificate/Tax pin
- Forms listed below (MBD 2, MBD 4, MBD 6.1, MBD 8, MBD 9, Clearance Certificate for Water & Lights)
- Latest Municipal Account
- Letter of good standing
- Proof of accreditation by SETA

Bidders who did not submit an original or certified copy of their BBBEE Certificate will not be allocated preference points and will only be evaluated on price.

Evaluation Criteria: 80/20 Preference point system as presented in the Preferential Procurement Policy Framework Act no 5 of 2000, for this purpose MBD 2, MBD 4, MBD 6.1 MBD 8, MBD 9 and the Clearance certificate for water & lights can be downloaded on our website on the following link: www.lesedilm.gov.za/key/scm. MBD forms should be scrutinized, completed and submitted together with your quotation. All objections and complaints must be lodge within 14 days and in writing to the municipal's manager's office.

NB: All bidders must ensure that they are registered on the National Treasury Central Supplier Database via the following link: business.support@csd.gov.za. No business will be conducted with any person who is not registered on this database.

ANY BIDDER WHO IS INTERESTED TO ATTEND THE OPENING IS WELCOME TO DO SO.

PROVISION OF TRAINING SERVICES FOR OPERATING REGULATIONS FOR HIGH VOLTAGE SYSTEMS (ORHVS) TRAINING COURSE

Scope of Quotation

The Electrical Department requires the services of suitably qualified and experienced training providers accredited by a SETA to provide training in respect of Operating Regulations for High Voltage Systems Unit Standard 242766, NQF Level 5 for an amount not exceeding R200 000,00.

Short Description of Course and Expected Competencies

Study Unit 1: Background

- A basic background to the Occupational, Health and Safety (OHS) Act and Regulations.
- An understanding of the functions of the various officials and employees on the electrical network; and
- An understanding of abnormal conditions which could arise and actions to be taken

Study Unit 2: Access

- An understanding of the control exercised over access to restricted and prohibited areas and live chambers

Study Unit 3: Issue of Keys

- An understanding of the issue, safekeeping and use of keys
- An understanding of the responsibility of persons who are authorised to possess keys

Study Unit 4: Supervision

- An understanding of the requirements for supervision in these areas
A person completing this training module should have the required knowledge to be authorised for access to restricted and prohibited areas only (excluding live chambers) and to supervise tasks performed at ground level only, that does not require a work permit (not authorised at a responsible person level)

Study Unit 5: Reasons for Isolating and Earthing

- An understanding of why apparatus shall be isolated and earthed before you may work on it
- An understanding of the minimum requirements for earthing different types of apparatus
- An understanding of when additional earths shall be applied
- The ability to tell the difference between the various earths and when they are used

Study Unit 6: Operating Principles

- The correct order of operating
 - ❖ Switching;
 - ❖ Linking;
 - ❖ Safety testing; and
 - ❖ Earthing
- Requirements for:
 - ❖ Isolating from supply
 - ❖ Applying earths to apparatus
- The handing over procedures
- Returning apparatus to service

Study Unit 7: Operating Instruction Form

- This study unit will provide the learner with an understanding of the use of the operating instruction form with regard to:
 - ❖ Receiving instructions
 - ❖ Carrying out instructions
 - ❖ Transmitted and pre-authorized instruction
 - ❖ Cancelling of instructions

Study Unit 8: Work Permit System

- The purpose of the work permit system
- When a work permit is required
- The issue and the use of the work permit system including where customers are involved
- Clearance of work permits prior to returning apparatus to service

Study Unit 9: Abnormal Conditions and Exceptions to the General Rule

- The action to be taken in abnormal conditions
- The operating procedures to be followed on lines being supplied from a single source of supply
- The requirements for replacing blown dropout fuses

Study Unit 10: Close Proximity

To provide a common understanding of '**work** in close proximity as defined in the Operating Regulations for High Voltage Systems (EPC32-846) and the precautions specified by the regulations.

To provide a common understanding of the roles and responsibilities of the various parties involved in the execution of **work** in close proximity and the level of **supervision** that is required for such **work**

Expose the learner to various scenarios where the requirement for performing **work** in close proximity applies. The learner will learn how to identify such situations and how the scope of **work** influences the decision whether or not close proximity applies.

- Receiving instructions (handovers)
- Carrying out instructions
- Handing back after work is completed

Study Unit 11: Commissioning and Testing

- This study unit will provide the learner with an understanding of the regulations governing the commissioning and testing of **apparatus** before it is placed in service
- The roles and responsibilities of the responsible and **authorised persons** when removing and replacing **earths** for testing of **apparatus**
- Basic sequence for removal and replacing of **earths** and test leads

Study Unit 12: Preparation for Live Work

- This study unit will provide you, the learner with an understanding of the regulations governing the preparation for **work** on **live** and operational **apparatus**.

A person completing this training module should have the required knowledge to be authorised for one of the following outcomes:

- Operating under supervision

- Open and close of breaker lines and substations
- Control authorisation
- Operating up to and including 33KV
- Operating including Transmission and sub Transmission
- All substation live work; person in charge (lines)

Training providers must be accredited by a SETA and proof of accreditation must be provided, the Training Course must be registered with SAQWA under Unit Standard 242766, NQF Level 5.

Prices should include venue, all tutorial literature, all material for demonstration and practise for student, equipment required for practical training and presentations handed to students for future reference. These documents can be used as reference once back in the field. Certification to be presented to the Electrical Department once tested and certified.

The successful bidder shall upon receiving an official order or appointment letter provide a training schedule indicating available training dates.

Pricing Schedule for Operating Regulations for High Voltage Systems Training Course (Price including venue, material, use of equipment and meals)

You are required to quote on the official company letterhead

ITEM	DESCRIPTION	UNIT	QUANTITY	Q	R	S	TOTAL
				NUMBER OF DAYS REQUIRED FOR TRAINING	RATE PER DAY PER DELEGATE (EXCLUDING VAT)	RATE PER DAY FOR 19 PPL (EXCLUDING VAT)	Q X S
1	Operating Regulations for High Voltage Systems including all necessities excluding item 2 & 3	PER DAY	19				
2	Meals Tea break X 2 Lunch						
3	Venue if provided by service provider						
PRICE							
SUB - TOTAL							
TOTAL							

Note: Lesedi Local Municipality can only send a maximum of 7 personnel per training at a time. An indication of how many personnel can be accommodated at a time must be clearly indicated on the tender document.

ISAAC RAMPEDI
ACTING MUNICIPAL MANAGER

DATE

BIDDER (SIGNATURE)

DATE