

Quotation SC 721/2009
ABET TRAINING

Quotations are invited for the above-mentioned training.

1. **Specifications : ABET Training**

- Overstrand Municipality awaits quotations from suitably experienced service providers for Adult Basic Education and Training for the following learning areas (Numeracy, Life Skills and Literacy) up to Level 3.
- Rendering of Adult Basic Education and Training (ABET), including but not limited to:
 - ❖ Advise the municipality on all aspects of the implementation as well as appropriate customisation of the Programme.
 - ❖ Testing and placement of learners.
 - ❖ Provide all learning materials, stationery and related infrastructure.
 - ❖ Continuously conduct formative assessments during the duration of the Programme.
 - ❖ Co-ordinate the enrolment of learners in the National IEB/Unisa Abet examinations or any other recognized examinations.
 - ❖ Submit monthly ABET progress reports to the Municipality indicating constraints and problems.
 - ❖ Conduct placement assessments for all relevant Overstrand Municipality employees.
 - ❖ Provide facilitators for programmes at the respective venues (Gansbaai, Kleinmond, Stanford and Hermanus).
 - ❖ Provide facilitators with the necessary support, and quality assure the teaching process.
 - ❖ Monitor and report on facilitators and project progress.
 - ❖ Ensure that there is at least 80% pass rate in the group of learners who complete the course and write examinations.
 - ❖ Assist in establishing an ABET Implementation Committee.

2. **Timeframe**

Programme Implementation: January 2010 to December 2010.

3. **Project Costs**

The total project cost must be based on an estimated 35 learners. Please specify the cost per learner inclusive of VAT, inclusive of a breakdown specifying the cost for exam fees, training material and any other disbursements.

In awarding the tender, preference will be given to a Local Service Provider with a proven service record and local training facilities.

TRAINING PROVIDERS MUST USE THEIR OWN EQUIPMENT AND STATIONARY (COMPUTERS/OVERHEAD PROJECTORS, WHITE BOARD PENS, FLIPCHART STANDS AND FLIPCHART PAPER, ETC.) WHEN PROVIDING TRAINING.