



higher education
& training
Department
Higher Education and Training
REPUBLIC OF SOUTH AFRICA



**BUFFALO CITY
TVET COLLEGE**

REQUEST FOR QUOTATIONS – EMOTIONAL INTELLIGENCE TRAINING

Kindly see the attached request for quote (RFQ). Quotations should be forwarded to quotations@bccollege.co.za.

TENDERERS MUST NOTE THAT WHEREVER THIS DOCUMENT REFERS TO ANY PARTICULAR TRADE MARK, NAME, PATENT, DESIGN, TYPE, SPECIFIC ORIGIN OR PRODUCER, SUCH REFERENCE SHALL BE DEEMED TO BE ACCOMPANIED BY THE WORDS 'OR EQUIVALENT.

Kindly submit the following **REQUIRED** documents when responding to the RFQ

- Signed quotation (quotations not signed will be eliminated)
- Latest declaration forms (SBD 4, 8 and 9), see attached on college website
- Certified BBBEE certificate (0 points will be awarded for BBBEE certificates that are not certified)
- Tax Clearance Certificate
- CSD full report
- Company Registration
- Bank Confirmation Letter (not older than 3 months)
- Quotations must be detailed as per specification
- **Quotations must be submitted in the PDF format ONLY**
- All quotations submitted via email addresses other than the one listed above will not be considered.

Closing Date 21 JUNE 2024 at 11h00 am. No late or hand delivered documents will be accepted. ONLY EMAILED DOCUMENTS WILL BE ACCEPTED

043 704 9238 / 043 704 9241



higher education & training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA



BUFFALO CITY TVET COLLEGE

Enquiries:

Miss L. Jongidiza (043-704 9268)

Miss B. Madliki (043-704 9267)

ljongidiza@bccollege.co.za

brendam@bccollege.co.za

Date:

10 June 2024

Expected Delivery Date:

RE: QUOTATION REQUEST

Kindly provide us with the quotation for 20 staff members that are interested to attend Emotional Intelligence short course at your institution

No	Item	Item Description	Quantity
	Training for 20 Staff Members	<ul style="list-style-type: none"> Emotional intelligence short Course Duration 3 days Unit Standard: 252031 NQF level 5 Venue- In House 	20

- Quotations must be dated, signed and stamped.
- Quotations must be accompanied by the following documents:
 - Signed quotation with banking details,
 - Certified BBBEE Certificate,
 - SBD forms,
 - Valid Tax Clearance Certificate and
- Quotations must have bank details
- CSD Forms
- Bank Confirmation Letter.

A valid letter of accreditation with the relevant SETA for the training course offered.

Signed by: 
Skills Development Facilitator: L. Jongidiza

Signed by: 
AD: Human Resource Administration: N Mhlola-Miza

Signed by: 
DP: Corporate Services: Z Chola

Signed by: 
SCM Manager: B Timothy

ADMIN CENTRE

Cnr Lukin Road & King Street
Private Bag 9016
East London, 5200
Tel: (043) 704 9352
Fax: (043) 743 4254
Email: ceo@bccollege.co.za

COLLEGE CAMPUSES

SCHOOL OF BUSINESS:

EAST LONDON CAMPUS
Lukin Road, East London
Private Bag 9016
East London, 5200
Tel: (043) 722 5453
Fax: (043) 743 0116
Email: elcadmin@bccollege.co.za

SCHOOL OF ENGINEERING

JOHN KNOX BOKWE CAMPUS
Mfafa Street, Nu 1, Mdantsane
Private Bag X24
Mdantsane, 5219
Tel: (043) 761 1792
Fax: (043) 761 4803
Email: jkbadmin@bccollege.co.za

SCHOOL OF OCCUPATIONAL TRAINING

ST MARKS CAMPUS
St Marks Road, 5200
East London
Private Bag 9016
East London, 5200
Tel: (043) 743 6554
Fax: (043) 743 9650
Email: training@bccollege.co.za

KING STREET SITE

17 King Street
East London
Tel: (043) 7224949
Fax: (043) 742 3351
Email:
mpuffet@bccollege.co.za

www.bccollege.co.za

Relevant Vocational Education for a Changing World

Emotional Intelligence

Demonstrate knowledge and understanding of the concept and principles of emotional intelligence. This is explained with reference to examples from work and life scenarios

Analyse the impact of emotional intelligence on work and life interactions. The negative and positive effect of emotional intelligence is explained through examples and the interpersonal level.

Analyse roll of emotional intelligence in interpersonal and intrapersonal relationship in life and work situation

Evaluate own level of emotional intelligence in order to determine development areas