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| Attention | : | Prospective Bidders |
| From | : | Supply Chain Management |
| Date | : | 04 July 2023 |
| Bid Number | : | RFP2023/18/NYDA |
| Bid Title | : | ADVERTISEMENT OF THE APPOINTMENT OF A SHORT-TERM INSURANCE COMPANY FOR THE NYDA FOR A PERIOD OF THREE (3) YEARS. |

YOU ARE HEREBY ADVISED OF THE ADMINISTRATIVE REGULATIONS AND PROCEDURES

- o Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms if it is between parties in a horizontal relationship and if it involves collusive Bidding (or Bid rigging). Collusive Bidding is a per se prohibition meaning that it cannot be justified under any grounds. It undermines the fair determination of a supplier, corruptly eliminating free and open competition. Therefore, it is not allowed.

1. QUESTIONS AND ANSWERS DURING AND AFTER THE COMPULSORY BRIEFING SESSION HELD 27TH OF JUNE 2023 AT 10H00 BUT BEFORE 30 JUNE 2023 AT 16H00

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| 1.1 | Question | : Is it possible to get the recording of the briefing session or will there be another session? |
| | Answer | : There is only one briefing session. the recording is for minutes purposes so it will not be provided but the addendum with questions and answers during and after the site briefing will be published in relevant media (NYDA website and e-tenders). |
| 1.2 | Question | : Project specific requirements Can NYDA break down the specifics of the project so that we can understand what needs to be covered? |
| | Answer | : <ul style="list-style-type: none"> • Grant Program – individuals and cooperatives (Commercial Insurance Policy) • Foreign Exchange Students (Inter-global Healthcare Plan) • Technical Training Programmes including Apprenticeship • NYDA Beneficiaries in-transit /travel cover |
| 1.3 | Question | : NYDA mentioned grants in the form of cash and assets that are given to recipients, now if it is the grants, does NYDA have an insurable interest in the asset that has been given to the beneficiary? If so, who will be covering because the beneficiary should be responsible for covering the assets. |
| | Answer | : NYDA covers assets of R100 000 and above for the first two years on behalf of the beneficiary and thereafter the beneficiary must cover the assets themselves. |
| 1.4 | Question | : Please provide clarity on the compliance or eligibility requirements on item 7 and 8. Is the south African insurance brokers association and the south African financial services intermediaries association the same thing? If not, please clarify how they differ. |

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| | Answer | : <ul style="list-style-type: none"> • South African insurance brokers association - The South African Insurance Association (SAIA) represents the short-term insurance industry in South Africa at all levels and with all stakeholders to ensure a sustainable and dynamic short-term insurance industry for the benefit of all involved. The SAIA acts as the spokesperson of the industry seeking to constructively work with all relevant stakeholders including consumers and users of short-term insurance, Government, the media and other relevant entities. • South African financial services intermediaries association - The Financial Intermediaries Association of Southern Africa (FIA) came about with the merging of SAFSIA and the IBC and has been in effective operation from 1st January 2008. Industry role - The FIA has clearly defined its role as being to champion the interests of consumers who require short term insurance, investment and financial planning, medical cover and retirement benefits. • Both registrations are required, the South African Insurance Brokers Association is required as a registration for the company and the South African Financial Services Intermediaries Association is for the key personnel. |
| 1.3 | Question | : Price schedule item 3, please provide a breakdown of the insured amount for the electronic equipment between the hardware & the software? |
| | Answer | : An asset register is provided, that will assist more in depth with the costs between the hardware and software assets. |
| 1.5 | Question | : Please provide a list of laptops that make up the insured amount? |
| | Answer | : Please check the assets register, it has all the costs that makes up the insured amount. |
| 1.6 | Question | : Please provide a fleet list with value? |
| | Answer | : The fleet list is provided as part of the assets register. |
| 1.7 | Question | : In line with events liability please provide a list of planned events for the next 12 months? |
| | Answer | : <ul style="list-style-type: none"> • Youth Month Launch • Youth Day Celebration • Women's month • Heritage Month • BRICS Youth Summit • Road Shows • South African Youth Awards • Solomon Mahlangu Scholarship Fund Gala Dinner • Nelson Mandela Youth Dialog Session • IYDS Integrated Youth Development Strategy events • Presidential Youth Employment initiative events • South African Youth Roadshows • Exhibitions X 12 • Outreach programmes / Events X 100 |
| 1.8 | Question | : In regards with the travel insurance please specify out of the 365 days how many days are domestic and how many are international? |

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| | Answer | : Local (domestic) days – 3 000 days International days – 250 days |
| 1.9 | Question | : Regarding the project specification insurance please specify if it a group life, group personal accident or some type of health care plan/medical aid, and it is referred to how many people in what age group? |
| | Answer | : It is Group life and group personal accident for 584 people. |
| 1.10 | Question | : How many people are insured in the group personal accident? |
| | Answer | : 584 |
| 1.11 | Question: | : Will the IBA also be accepted as part of the supporting document, or it is strictly the FIA that is required? |
| | Answer | : Strictly FIA is required. |
| 1.12 | Question | : If there are no claims in accordance with the professional indemnity, errors and omissions, does the agency expect a letter to be provided stating that? |
| | Answer | : Yes the Agency still requires a letter stating that. |
| 1.13 | Question | : Is the insurance company expected to have an online system or will any other system such as telematic or manual system also count? |
| | Answer | : According to the requirements in the functional evaluation, the bidder should have an online system in place to obtain points. However, the bidder will not be disqualified if there is no online system. |
| 1.14 | Question | : Will there be risk addresses for theft cover since a theft cover for stock and assets is required? |
| | Answer | : Yes |
| | Question | : For the group personal accident, is the cover only limited to death/permanent disability, repatriation, and mobility? |
| | Answer | : No. Loss of vital limbs and payment of medical expenses |
| 1.16 | Question | : What risk is required to be covered for the project specification insurance and please provide reasons? |
| | Answer | : <ul style="list-style-type: none"> • Injury to Beneficiaries – during the project work / execution. • Theft of assets and cash – for the project – immovable assets and many paid to the project account for execution of work. • Loss of assets and cash for beneficiaries – assets allocated to beneficiaries such as tablets, etc. |
| 1.17 | Question | : In line with provision for new assets to be procured please clarify what assets would be procured? |
| | Answer | : The successful bidder will be notified when NYDA procure new assets. |
| 1.18 | Question | : Is it possible to be on the list of the bidders if you did not attend the briefing session and also get information regarding the tender? |
| | Answer | : A briefing session is compulsory and bidders who did not attend will be disqualified. The information regarding the tender is published in the NYDA website and e-tenders. |
| 1.19 | Question | : Are independent insurance brokers also permitted to apply for this tender? |
| | Answer | : Yes, however, they must submit a letter/agreement from the underwriter confirming that the agreement is in place. |

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| 1.20 | Question | : Who is the organization's current fund administrator as well as the different medical schemes the employees have the option to choose from? |
| | Answer | : Organization's current fund administrator - Alexander Forbers Medical schemes – Discovery, Bonitas, and GEMS |
| 1.21 | Question | : Why is the panel beating and motor/fleet costs separated in the price schedule? |
| | Answer | : Wanted to be specific so that we limit the exposure/cost of the insurance premium to be paid on the motor/fleet cover. |
| 1.22 | Question | : In line with the Mechanical breakdown cost (R150 000), is it per vehicle or the whole fleet? |
| | Answer | : It is per vehicle. |
| 1.23 | Question | : Will the structural building repairs and maintenance be planned, if so, how often will the maintenance need to be done? |
| | Answer | : Yes, it is planned and as and when there is damage, etc. |
| 1.24 | Question | : Please provide total annual earnings of the insured persons? |
| | Answer | : R199 913 000 / 549 = R364 140 (Average) |
| 1.25 | Question | : Please give reasons why the project specification insurance insured value is R10 000 000? |
| | Answer | : Our projects range from R250 000 upwards. |
| 1.26 | Question | : Please specify in detail on the cover required for the foreign exchange student's global healthcare plan? |
| | Answer | : Coverage usually includes in-patient, out-patient, wellness, evacuation, dental, and vision treatment, along with premium other benefits. |
| 1.27 | Question | : Please provide details of what needs to be covered regarding the technical training programmes? |
| | Answer | : Injury on duty and health in-patient, out-patient, wellness, evacuation, dental, and vision treatment, along with premium other benefits. |
| 1.28 | Question | : In line with the training programmes, do the NYDA beneficiaries return the items given to them by NYDA at the end of the projects? |
| | Answer | : Yes, the items are returned at the end of the programme. |
| 1.29 | Question | : Please clarify what cover is required for panel beating as panel beating is part of comprehensive vehicle cover? |
| | Answer | : We wanted to limit the exposure of the insurance premium to be paid in a comprehensive vehicle insurance cover. |
| 1.30 | Question | : What cover exactly is required for facilities maintenance equipment and tools? |
| | Answer | : Theft, fire, loss and damage of those equipment and tools. |
| 1.31 | Question | : Regarding business interruption, what needs to be covered for R 5 000 000? |
| | Answer | : Backups, data recovery and administration of the remote recovery site. |
| 1.32 | Question | : For the indemnity cover are bidders allowed to submit a letter of intent? |
| | Answer | : Yes. |

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| 1.33 | Question | : | Are bidders only limited only to submit prove of the registrations only mentioned on page 18, or bidders are allowed to submit any other broking registration besides the ones mentioned? |
| | Answer | : | Bidders must submit those requirements mentioned in page 18. |

2. ANNEXURES

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| 2.1 | Presentation | Annexure A |
| 2.2 | Asset Register | Annexure B |
| 2.3 | Claim History | Annexure C |
| 2.4 | Staff Compliments | Annexure D |

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