

<b>Attention</b>	:	Prospective Bidders
<b>From</b>	:	Supply Chain Management
<b>Date</b>	:	24 January 2022
<b>Bid Number</b>	:	RFP2021/09/NYDA
<b>Bid Title</b>	:	APPOINTMENT OF A PANEL OF VARIOUS ACCREDITED TRAINING PROVIDERS TO NYDA BENEFICIARIES 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 ON THE 18 JANUARY 2022 AT 11H00**

1.1	<b>Question</b>	:	Are we allowed to attach QCTO reference letters, as we are waiting for SETA to give us final accreditation status?
	<b>Answer</b>	:	Only accreditation per programme will be considered.
1.2	<b>Question</b>	:	Under the scope of work headed Transport, Operations, and Logistics; one of the items there is "Machine Operations". What machines will be required to be trained? For example, just under there is "Forklift Operator" which makes it clear on the machinery. However, Machine Operations is not clear. Please provide clarity as to which machines will be used for training? Front end Load, TLB, Bulldozer etc?
	<b>Answer</b>	:	Any lifting machine/s that will equip learners with required knowledge and skills.
1.3	<b>Question</b>	:	Is it allowed for one company to have MOU agreements with more than 3 companies bidding for the tender?

**Board Members:**

	<b>Answer</b>	:	No, only Joint Venture agreement will be considered
1.4	<b>Question</b>	:	If you have an MOU with a company but it's not a Joint Venture, will that be accepted in the bid
	<b>Answer</b>	:	No.
1.5	<b>Question</b>	:	How many delegates is it for and is the training to be conducted onsite or virtual?
	<b>Answer</b>	:	The actual number for delegates will based on the quotation
1.6	<b>Question</b>	:	Must I submit proposal and downloaded tender document, or downloaded tender forms only?
	<b>Answer</b>	:	You are required to submit both the proposal and the downloaded tender document together with supporting documents.
1.7	<b>Question</b>	:	Can it be possible to attach closure report of both internship and learnership programmes, we successfully completed for the past 5 years while we were a Lead employer as additional reference before we are accredited as service provider in 2020?
	<b>Answer</b>	:	signed positive testimonial letters from existing/previous clients (within past 5 years) where the relevant training was provided which the NYDA may contact for references will be accepted.
1.8	<b>Question</b>	:	Page 13 of the tender document, clause 3.2, indicated that applicants must submit proof of accreditation by the relevant SETA and ICDL. My question was: Should it be both or either?
	<b>Answer</b>	:	Both, if you are bidding for SETA and ICDL programme. Either if you are bidding for SETA or ICDL programme
1.9	<b>Question</b>	:	For Artisan training, is the tender for legacy trades or occupational training?
	<b>Answer</b>	:	For both legacy and occupational trades. Bidder can apply and submit tenders based on their accreditation.
1.10	<b>Question</b>	:	Does the price under 6.3, need to include a financial proposal and if so, how many learners should the financial proposal be based on per year?
	<b>Answer</b>	:	At this stage a financial proposal is not a requirement, however once the panel has been appointed a quotation process will be applied to appoint a service provider to render a training programme.

**Board Members:**

1.11	<b>Question</b>	: We are an NPO/PBO and registered as a voluntary association. We therefore do not have a BBBEE status as registered companies would have. How should we therefore present our BBBEE status to you?
	<b>Answer</b>	: At this stage BBBEE points will not be applied.
1.12	<b>Question</b>	: Does the training venue we utilise have to accommodate 100 people at one time? Or 100 people over the course of a year or 3 years period.
	<b>Answer</b>	: The number of learners to be trained range between 20 -100 per programme.
1.13	<b>Question</b>	: How do we get into this market – if experience and duration of having provided the services are the highest weighted criteria? I would like to propose that a category for “new entrants” be included based on other related qualifying and demonstrated criteria.
	<b>Answer</b>	: The requirement to this Panel remains the same as stipulated in the tender document.
1.14	<b>Question</b>	: Kindly advise on page 15 what do you mean by Accredited training centre location(s), I don't understand what is required
	<b>Answer</b>	: These are the places where your training centres are located. The accredited training centre is the one inspected and approved by the relevant SETA.
1.15	<b>Question</b>	: We offer the Construction: Roadworks qualification however on Page 15 it talks about Accredited Training Centres. All the practical training/experience and assessment for the Roadworks Qualification takes place on site on actual construction projects. We also conduct the classroom training in venues close to these projects (not necessarily at our venue). We are wondering how the workplace aspect of this training would be addressed.
	<b>Answer</b>	: The venue/site will be dependent on the required training programme as per quotation process.
1.16	<b>Question</b>	: Can you please kindly send me the audio record for the tender briefing meeting we had earlier today.
	<b>Answer</b>	: The audio recording is for NYDA use only.

**Board Members:**

1.17	<b>Question</b>	:	We are a college based in Cape Town. Would our training site need to be in JHB?
	<b>Answer</b>	:	This is a national panel targeted for all 9 provinces.
1.18	<b>Question</b>	:	Can you do a joint venture with a company that did not attend the briefing session?
	<b>Answer</b>	:	Yes.
1.19	<b>Question</b>	:	Can an independent accredited Facilitator, Assessor, Moderator Freelancing for any training provider apply to be in the Panel?
	<b>Answer</b>	:	Yes, all bidders will be assessed based on the published evaluation criteria.
1.20	<b>Question</b>	:	I can rent facilities to deliver the skills development anywhere in South Africa. Am I allowed to apply without being attached to DAMELIN, BOSTON etc. for example?
	<b>Answer</b>	:	Yes
1.21	<b>Question</b>	:	If we are sharing or partnered with an institution like an FET that does not have SETA accreditation, so we provide the Accredited services. The benefit is one sided but not a joint venture but the MoU on how work together. Can we use the MoU as to indicate the partners in our ecosystem as an organisation?
	<b>Answer</b>	:	Bidders are allowed to bid as individual company or joint venture if they can meet the evaluation requirements.
1.22	<b>Question</b>	:	Is the office address acceptable or enough to be used as proof of office footprint?
	<b>Answer</b>	:	No.
1.23	<b>Question</b>	:	What form of a training centre readiness by NYDA is required, as we normally used public/municipal community halls to provide training as and when is needed. Therefore, the municipality will and can only provide such confirmation as and when the facility is needed.
	<b>Answer</b>	:	To confirm whether the venue has all the required training facilities for the specific programmes
1.24	<b>Question</b>	:	Should the CVs of the personnel be certified for the bid document? Are the rules in that regard?

**Board Members:**

	<b>Answer</b>	:	No, CVs should not be certified.
1.25	<b>Question</b>	:	Upon being selected to be on the panel. Where will the Training of the candidates take place? And will the candidates be recruited by the NYDA and logistically where will the candidates be recruited from?
	<b>Answer</b>	:	The candidates will be identified by NYDA and the candidate will be identified from Communities within South Africa.
1.26	<b>Question</b>	:	would you please clarify for me again the closing date of the tender no subject above? From the tender document it has two different closing dates, one on the 10 February while the on page 10 D. Procurement Timeline, closing date is 25 January and completion of bid evaluation on 10 February. Please clarify for me data.
	<b>Answer</b>	:	The closing of this tender is 10 <sup>th</sup> February 2022 at 11:00am.
1.27	<b>Question</b>	:	We are a training provider from the Newcastle area, and we are accredited for some of the training needs. We were not aware of the tender or the compulsory sight briefing. Can we please be allowed to tender?
	<b>Answer</b>	:	No, bidders who did not attend the briefing session cannot be considered.
1.28	<b>Question</b>	:	Do you have to be able to provide qualifications for all subject matter that falls under that category?
	<b>Answer</b>	:	You are required to provide accreditation for the category or programme you are bidding for.
1.29	<b>Question</b>	:	As a South African Company, accredited by QCTO, how do we answer the question below, which is on page 4 of the tender document.  The way I understand the question, it refers to a company based in SA but being a representative of an entity outside of the country. If my understanding is correct, then the answer will be NO as we are not representing any organisation that is outside of SA.

**Board Members:**

	<b>Answer</b>	:	Correct. Page 4 of the bidding document provides questionnaire for South African companies and Foreign Based companies, please only answer what relates to your company.
1.30	<b>Question</b>	:	I am enquiring about the last years reference letters whether to use them or not. The other one doesn't have project amount and the other one doesn't have client's level of satisfaction. Should i get new one's point scoring, the one without project amount can I attach it with POE?
	<b>Answer</b>	:	Yes, the reference letters should be for services that were rendered within the past 5 years. The refence letter must indicate services provided, client name, contact details, value of the project and the level of satisfaction
1.31	<b>Question</b>	:	Kindly advise if this tender is for Gauteng based or national? Also do you need proof of my offices hence I have branch office in Gauteng
	<b>Answer</b>	:	This is a national panel that caters for all provinces.

## 2. ANNEXURES

<b>3.1</b>	Presentation	Annexure A
<b>3.2</b>	Procurement timelines	Annexure B

**Board Members:**