



Health and Welfare Sector
Education and Training Authority

HWSETA

REQUEST FOR BID

SUPPLIER TO PROVIDE RPL CAPACITY BUILDING TO 250 ETDPs EMPLOYED/CONTRACTED WITH THE HWSETA ACCREDITED SDPs, TO BECOME RPL PRACTITIONERS, ON THE FOLLOWING UNIT STANDARDS:

12544: FACILITATE THE PREPARATION AND PRESENTATION OF EVIDENCE FOR ASSESSMENT;

117874: GUIDE LEARNERS ABOUT THEIR LEARNING, ASSESSMENT AND RECOGNITION OPPORTUNITIES.

CONTRACT NUMBER	HWSETA010-2025
CLOSING DATE	17 March 2026
CLOSING TIME	11h00
LOCATION	HWSETA OFFICES
COMPULSORY BRIEFING SESSION	MS OFFICE TEAMS
DATE	10 March 2026
TIME	10H00

DOCUMENTS IN THIS BID DOCUMENT PACK

BIDDERS ARE TO ENSURE THAT THEY HAVE RECEIVED ALL PAGES OF THIS DOCUMENT, WHICH CONSIST OF THE FOLLOWING DOCUMENTS:

DOCUMENT NAME	PAGES
PART A INVITATION TO BID	Pg 5 - 10
SPECIAL CONDITION	Pg 11
GENERAL CONDITION	Pg 12 - 15
FORMAT OF BID	Pg 16 - 19
GENERAL REQUIREMENTS	Pg 20 - 21
EVALUATION PROCESS	Pg 22 - 26
PART B TERMS OF REFERENCE	Pg 27 - 30
PART C EVALUATION CRITERIA	Pg 31 - 32
PART D PRICING SCHEDULE	Pg 33
GENERAL CONDITIONS OF CONTRACT	ANNEXURE A
DECLARATION OF INTEREST /SBD4	ANNEXURE B
SBD 6.1	ANNEXURE C
SBD 1	Refer to pages 7 to 9 of this RFB

ABBREVIATIONS - ACRONYM

ABBREVIATIONS	MEANING
B-BBEE	Broad Based Black Economic Empowerment
CAE	Chief Audit Executive
CCG	Community Care Givers
CIPC	Companies and Intellectual Property Commission
CIPRO	Companies and Intellectual property Registration office
CSD	Central Supplier Database
CYCW	Child and Youth Care Workers
DSD	Department of Social Development
DTI	Department of Trade and Industry
ETDP	Education and Training Development Practitioners
ETDPSETA	Education and Training development Practitioners Sector Education and Training Authority
ETQA	Education and Training Quality Assurance
EME	Exempted Micro Enterprises
GCC	General conditions of contract
IIA	Institute of Independent Auditors
IP	Intellectual Property
POE	Portfolio of Evidence
RPL	Recognition of Prior Learning
RSA	Republic of South Africa
SANAS	South African National Accreditation System
SARS	South African Revenue Services
SDP	Skills Development Providers
TSC	Tax Status Compliance

PART A

INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR THE RPL CAPACITY BUILDING OF 250 ETDPs EMPLOYED/CONTRACTED WITH THE HWSETA ACCREDITED SDPs, TO BECOME RPL PRACTITIONERS

BID NUMBER: HWSETA010-2025

CLOSING DATE AND TIME: 17 March 2026 @ 11h00

DESCRIPTION: RPL capacity building of 250 ETDPs employed/contracted with the HWSETA accredited SDPs, to become RPL Practitioners.

VALIDITY: Offer to be Valid for 180 Days from the Closing Date of the bid.

The successful bidder will be required to fill in and sign a written contract.

BID DOCUMENT may either be placed in the tender box OR couriered to the below address on or before the closing date and time.

**HWSETA Head Office,
17 Bradford Road
Bedfordview
2007
Johannesburg**

Bid documents will only be considered if received by the **HWSETA** before the closing date and time, regardless of the method used to send or deliver such documents to the **HWSETA**.

No faxed or e-mailed bids will be accepted

Bidders should ensure that bids are delivered before the closing date and time to the correct address. If the bid is late, it will not be accepted for consideration and where practicable, be returned unopened to the bidder(s).

<input type="checkbox"/>	Bids can be delivered between 09:00 and 15:00, Mondays to Fridays, prior to the closing date, and between 09:00 and 11:00 on the closing date.	
<input type="checkbox"/>	All bids must be submitted on the official forms (not to be re-typed)	
<input type="checkbox"/>	All bids must be sealed.	
<input type="checkbox"/>	This bid is subject to the General Conditions of Contract (GCC) and, if applicable, any other Special Conditions of Contract.	
<input type="checkbox"/>	This bid is subject to the Preferential Procurement Policy Framework Act and the Preferential Procurement Regulations, 2022, General Conditions of Contract (GCC) and, if applicable, any other Special Conditions of Contract.	
<input type="checkbox"/>	Bids submitted that do not comply with the following may not be considered for evaluation:	
<input type="checkbox"/>	A bid without all the mandatory required documents.	
<input type="checkbox"/>	Pricing schedules not in the required format.	
<input type="checkbox"/>	Shortlisted bidders might be invited to make a presentation if applicable, to the HWSETA before a final decision is made to award. The presentation will either be virtual via TEAMS or physically at the HWSETA Head Office situated at 17 Bradford Road, Bedfordview.	

Any queries regarding bidding procedures and technical information may be directed to:

Name & Surname	Ntombizodwa Motloung	
Email Address	tenders@hwseta.org.za	

PART A INVITATION TO BID

SBD 1

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF DEPARTMENT/ PUBLIC ENTITY)					
BID NUMBER:	HWSETA010-2025	CLOSING DATE:	17 March 2026	CLOSING TIME:	11H00
DESCRIPTION	<p>SUPPLIER TO PROVIDE RPL CAPACITY BUILDING TO 250 ETDPS EMPLOYED/CONTRACTED WITH THE HWSETA ACCREDITED SDPs, TO QUALIFY AS RPL PRACTITIONERS.</p> <p>THE CAPACITY BUILDING IS FOR THE FOLLOWING UNIT STANDARDS:</p> <p>12544: FACILITATE THE PREPARATION AND PRESENTATION OF EVIDENCE FOR ASSESSMENT; NQF LEVEL 04. 04 CREDITS; AND</p> <p>117874: GUIDE LEARNERS ABOUT THEIR LEARNING, ASSESSMENT AND RECOGNITION OPPORTUNITIES, NQF LEVEL 05, 06 CREDITS.</p>				
BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT (STREET ADDRESS)					
HWSETA HEAD OFFICE, 17 BRADFORD ROAD, BEDFORDVIEW, 2007 JOHANNESBURG					
BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO			TECHNICAL ENQUIRIES MAY BE DIRECTED TO:		
CONTACT PERSON	NTOMBIZODWA MOTLOUNG		CONTACT PERSON	BARBRA PHAMA	
TELEPHONE NUMBER	(011) 607 6907		TELEPHONE NUMBER	(011) 607 6900	
FACSIMILE NUMBER			FACSIMILE NUMBER		
E-MAIL ADDRESS	tenders@hwseta.org.za		E-MAIL ADDRESS	tenders@hwseta.org.za	
SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		OR	CENTRAL SUPPLIER DATABASE No:	MAAA
ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]		ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES OFFERED?		<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]
QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS					
IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A BRANCH IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?				<input type="checkbox"/> YES <input type="checkbox"/> NO	

DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?

YES NO

IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?

YES NO

IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.

**PART A
TERMS AND CONDITIONS FOR BIDDING**

1. BID SUBMISSION:
1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2. ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED (NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.
1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
1.4. THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).
2. TAX COMPLIANCE REQUIREMENTS
2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
2.4 BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.5 IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED; EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SIGNATURE OF BIDDER:

.....

CAPACITY UNDER WHICH THIS BID IS SIGNED:

.....

(Proof of authority must be submitted e.g. company resolution)

DATE:

.....

CONSENT IN TERMS OF SECTION 11 OF THE PROTECTION OF PERSONAL INFORMATION ACT, 2013 (“POPIA”)

In order for Health and Welfare Sector Education and Training Authority ("HWSETA") to consider the bidder's response to the tender advertisement to become a Service Provider of HWSETA, it will be necessary for HWSETA to Process Service Provider' personal information which may be shared with HWSETA for the purposes of the bid and publication of comprehensive information on all the tenders awarded by HWSETA, in line with the National treasury Instruction No. 09 of 2022/2023.

HWSETA is committed to transparency and accountability in its procurement processes. As part of our mandate, we ensure that all tender awards are published within the prescribed number of working days of the successful bidder accepting the bid award in writing. This information is made available on the e-Tender Portal, the HWSETA website and other media platforms where the bids were originally advertised.

HWSETA will process the Service Provider's Personal Information in accordance with its Privacy Policy, which can be accessed on HWSETA website. Access to your Personal Information and Purpose Specification: Personal Information will be processed by the HWSETA for purposes of assessing the Service Provider's submission in relation to the advertised tender and the purposes of assessing current Services required by the HWSETA. We may also share the Service Provider's Personal Information with third parties within the Republic of South Africa, including to carry out verification and background checks. In this regard, the Service Provider acknowledges that HWSETA's authorized verification agent(s) and Service Providers will access Personal Information and conduct background screening.

Consent:

Consent: By [ticking] "Yes" and signing below, the Service Provider agrees and voluntarily consents to HWSETA and/or its associated third parties appointed by it's processing of its Personal Information for the purposes of evaluating the submitted bid, publication of personal information on the platforms mentioned above, including to confirm and verify any information provided in the submission and Service Provider gives HWSETA permission to do so. The Service Provider understands that it is free to withdraw its consent on written notice to HWSETA in accordance with HWSETA Privacy Policy and the Service Provider agrees that the Personal Information may be disclosed by the HWSETA to third parties. Please note that if the Service Provider withdraws consent at any stage, HWSETA may be unable to process the bid submitted, confirm the information provided with third parties and render the purpose impossible.

Select your response	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Supplier Name		
Date	D	MM YY YY
Signature		

PART A

CONDITIONS OF CONTRACT

1. SPECIAL CONDITION OF CONTRACT

- 1.1 Proper bids for the services specified must be submitted
- 1.2 All providers are to take note of the implications of contravening the Prevention and Combating of Corrupt Activities Act, Act No 12 of 2004 and any other relevant Act
- 1.3 HWSETA reserves the right:
 - 1.3.1 To award this tender to a bidder that did not score the highest total number of points, only in accordance with section 2 (1) (f) of the PPPFA (Act 5 of 2000) amended.
 - 1.3.2 To negotiate with one or more preferred bidder(s) identified in the evaluation process, regarding any terms and conditions, including price without offering the same opportunity to any other bidder(s) who has not been awarded the status of the preferred bidder(s).
 - 1.3.3 To accept part of a tender rather than the whole tender.
 - 1.3.4 To carry out site inspections, product evaluations or explanatory meetings in order to verify the nature and quality of the services offered by the bidder(s), whether before or after Adjudication of the Bid.
 - 1.3.5 To correct any mistakes at any stage of the tender that may have been in the Bid documents or occurred at any stage of the tender process.
 - 1.3.6 To cancel and /or terminate the tender process at any stage, including after the closing date and/ or after presentations have been made, and or after tenders have been evaluated and/or after the preferred bidder(s) have been notified of their status as such.
 - 1.3.7 Award to multiple bidders based on either size or geographic considerations or service offering.
 - 1.3.8 To award the tender to the second highest point scorer should the highest point scorer fail to deliver or turn down the offer.
- 1.4 The HWSETA reserves the right to conduct supplier due diligence prior to final award or at any time during the contract period. This may include site visits and request for additional information.

PART A

CONDITIONS OF CONTRACT

2 GENERAL CONDITIONS OF CONTRACT

2.1 The General Conditions of Contract must be accepted.

2.2 Any award made to a bidder(s) under this bid is conditional, amongst others, upon-

2.2.1 The bidder(s) accepting the terms and conditions contained in the General Conditions of Contract as the minimum terms and conditions upon which HWSETA is prepared to enter into a contract with the successful Bidder.

2.2.2 The bidder submitting the General Conditions of Contract to the HWSETA together with its bid, duly initialled by an authorised representative of the bidder.

2.2.3 To carry out site inspections, product evaluations or explanatory meetings in order to verify the nature and quality of services offered by the bidder(s), whether before or after Adjudication of the Bid.

3. ADDITIONAL INFORMATION REQUIREMENTS

3.1 During evaluation of the bids, additional information may be requested in writing from bidders (non-mandatory documents). Replies to such request must be submitted, within 5 (five) working days or as otherwise indicated. Failure to comply, will lead to your bid being disregarded.

4. CONFIDENTIALITY

4.1 The bid and all information in connection therewith shall be held in strict confidence by bidders and usage of such information shall be limited to the preparation of the bid. Bidders shall undertake to limit the number of copies of this document.

4.2 All bidders are bound by a confidentiality agreement preventing the unauthorised disclosure of any information regarding the HWSETA or of its activities to any other organisation or individual. The bidders may not disclose any information, documentation or products to other clients without written approval of the HWSETA.

5. INTELLECTUAL PROPERTY, INVENTIONS AND COPYRIGHT

5.1 Copyright of all customised/developed documentation relating to this contract belongs to the HWSETA. The successful bidder may not disclose any information, documentation or products to other clients without the written approval of the HWSETA.

5.2 All the intellectual property rights arising from the execution of this Agreement relating to any customisation/development for the HWSETA, shall vest in HWSETA who shall be entitled to cede and assign such to the Department of Higher Education and Training and the Service provider undertakes to honour such intellectual property rights and all future rights by keeping the know-how and all published and unpublished material confidential.

5.3 In the event that the service provider would like to use information or data generated by the service, prior written permission must be obtained from HWSETA.

- 5.4 HWSETA shall own all materials produced by the Service provider during the course of, or as part of the service including without limitation, deliverables, computer programmes (source code and object code), programming aids and tools, documentation, reports, data, designs, concepts and other information whether capable of being copyrighted or not ("IP") which IP HWSETA shall be entitled to freely cede and assign to the Department of Higher Education and Training.
- 5.5 The Service provider assigns all IP rights in respect of all materials referred to in clause 5.4 to HWSETA or the Department of Higher Education and Training, as HWSETA directs. No other document needs to be executed to give effect to this cession, assignment or transfer.
- 5.6 The Service provider hereby irrevocably cedes, assigns and transfers to HWSETA or the Department of Higher Education and Training, as HWSETA directs, all rights, title and interest in and to all IP (which includes, but is not limited to methodologies and products) connected with or applicable to the Services.
- 5.7 The Service provider acknowledges and agrees that:
- 5.7.1 Each provision of this clause is separate, and separately enforceable from any other provisions of this agreement.
- 5.7.2 The invalidity or non-enforceability of any one or more provision hereof, shall not prejudice or effect the enforceability and validity of the remaining provisions of this agreement; and
- 5.7.3 This contract contains various *stipulatio alteri* in favour of the Department of Higher Education and Training, which rights shall continue in effect after termination of this Agreement, and which rights can be exercised and enforced at any time by the Department of Higher Education and Training.
- 5.8 Clause 5.7.3 shall survive termination of this agreement.

6. PAYMENTS

- 6.1 HWSETA will pay the Service provider the Fee as set out in the final contract. No additional amounts will be payable by HWSETA to the Service provider. The Service provider shall from time to time during the currency of the contract invoice HWSETA for services. No payment will be made to the Service provider unless an invoice complying with section 20 VAT Act No 89 of 1991 has been submitted to the HWSETA.
- 6.2 Payment shall be made into the bidder's bank account normally 30 days after receipt of an acceptable, valid invoice. (Banking details must be submitted as soon as this bid is awarded).
- 6.3 The Service provider shall be responsible for accounting to the appropriate authorities for its Income Tax, VAT or other moneys required to be paid in terms of applicable law.

7. NON-COMPLIANCE WITH DELIVERY TERMS

- 7.1 As soon as it becomes known to the Service Provider that he will not be able to deliver the services within the delivery period and/or against the quoted price and/or as specified, the HWSETA must be given immediate written notice to this effect. The HWSETA reserves the right to cancel the contract immediately.
- 7.2 The HWSETA reserves the right to cancel the contract on non-performance of the service provider.
- 7.3 The HWSETA reserves the right to cancel the contract should the service provider have in any form misrepresented themselves in the bid, whether fraudulently or otherwise.

8. WARRANTS

- 8.1 The Service Provider warrants that it can conclude this Agreement to the satisfaction of the HWSETA.
- 8.2 The Service Provider warrants that it has the necessary skill and capacity to deliver in terms of the TOR and the deliverables as envisaged in this document.

9. PARTIES NOT AFFECTED BY WAIVER OR BREACHES

- 9.1 The waiver (whether express or implied) by any Party of any breach of the terms or conditions of this contract by the other Party shall not prejudice any remedy of the waiving party in respect of any continuing or other breach of the terms and conditions hereof.
- 9.2 No favour, delay, relaxation, or indulgence on the part of any Party in exercising any power or right conferred on such Party in terms of this contract shall operate as a waiver of such power or right nor shall any single or partial exercise of any such power or right under this agreement.

10. RETENTION

No agreement to amend or vary a contract, an order or the conditions, stipulations or provisions thereof shall be valid and of any force and effect unless such agreement to amend or vary has been reduced to writing and signed by the contracting parties.

11. SUBMITTING BIDS

- 11.1 An **original plus six copies of the bid**, i.e., seven documents in total should be placed in the tender box in the reception area of the HWSETA. Note that all pages must be clearly numbered in sequential order. It is the responsibility of the bidder to ensure that all pages are included in all copies delivered to the HWSETA.

Head Office
17 Bradford Road
Bedfordview
Johannesburg
2007

NB: The bid document must clarify if a document is an original. If there is a discrepancy, the original will be regarded as the legally binding proposal.

- 11.2 Bids should be submitted in a sealed envelope, marked with:

- Bid number: HWSETA010-2025
- Closing date and time 17 March 2026 at 11h00

- 11.3 Documents submitted on time by bidders shall not be returned.

- 11.4 Unsealed tender documents shall not be accepted.

- 11.5 A service provider who is not accredited, or programme approved by the ETDPSETA for the following Unit Standards will be disqualified:

SAQA ID	Unit Standard title	NQF level	Credits
12544	Facilitate the preparation and presentation of evidence for assessment	04	04
117874	Guide learners about their learning, assessment and recognition opportunities	05	06

12. LATE BIDS

12.1 Late Bids will not be considered under any circumstance. Bids received at the address indicated in the bid documents, after the closing date and time will not be accepted for consideration and where applicable, be returned unopened to the bidder.

Once the box has been officially sealed at 11h00 on the closing date, any subsequent bids are considered late.

13. CLARIFICATIONS

Any clarification required by a bidder regarding the meaning or interpretation of the Terms of Reference, or any other aspect concerning the bid, is to be requested in writing via e-mail to **Ntombizodwa Motloun** on the following address tenders@hwseta.org.za. The bid number should be mentioned in all correspondence. Telephonic requests for clarification will not be accepted.

14. COUNTER CONDITIONS

Bidders' attention is drawn to the fact that amendments to any of the Bid Conditions or setting of counter conditions by bidders or qualifying any bid conditions may result in the invalidation of such bids.

PART A

FORMAT OF BID

15. FORMAT OF BIDS

Bidders are advised that their proposal should be concise, written in plain English and simply presented.

15.1 Bidders must complete the necessary bid document. The bid document comprises of the following:

- Part 1: HWSETA Invitation to Bid SBD 1(must be completed and signed)
- Part 2: SARS Tax Compliance Status PIN
- Part 3: Declaration of interest SBD4 (completed fully and signed)
- Part 4: Preference Points Claim Form in terms of the Preferential Procurement Regulations 2022(completed and signed) SBD 6.1
- Part 5: Pricing schedule (be detailed)
- Part 6 Proof of registration as a Service Provider on the National Treasury Central Supplier Database (CSD).
(Supply a copy of a detailed CSD report with MAAA number)
- Part 7 Required evaluation criteria submission documents
- Part 8 General Condition of Contract to be submitted with the bid document
- Part 9 Mandatory requirements - Accreditation letter/s

15.2 **PART 1: Invitation to Bid**

Bidders must complete and submit the "Invitation to Bid" document and sign it where specified.

15.3 **PART 2: SARS Tax Pin (to be obtained from SARS)**

15.3.1 A valid SARS Tax status pin must accompany Service Provider's proposal. In case of a consortium/ joint venture, or where sub-Service providers are utilised, a valid SARS Tax status pin for each consortium/ joint venture member **and/or sub-contractor** (individual) **must** be submitted. No tender shall be awarded to a bidder who is not tax compliant. HWSETA reserves the right to cancel a contract with a successful bidder in the event that such bidder does not remain tax compliant for the full term of the contract.

15.4 **PART 3: Declaration of Interest (Annexure C) SBD 4**

15.4.1 Each party to the bid must complete and submit the Declaration of Interest and sign it.

15.4.2 **Note: The HWSETA prohibits an award to the following persons:**

15.4.2.1 Persons who are in the service of the State.

15.4.2.2 To a natural person, of which any Director, Manager, Principal stakeholder or stakeholder is a person in the service of the State or who is an advisor or consultant contracted with the HWSETA.

15.4.3 Bidders providing false or fraudulent information of documentation shall subject themselves to immediate Disqualification.

15.5 **PART 4: Preference Points Claim Form in terms of the Preferential Procurement Regulations 2022 (Annexure D) SBD 6.1**

15.5.1 Bidders must complete and submit the Preference Points Claim Form (Purchases).

15.5.2 B-BBEE certificate or sworn affidavit. For a consortium or joint venture:

- A consolidated B-BBEE certificate must be submitted

15.6 PART 5: PRICING SCHEDULE

- Value Added Tax must be included and shown separately.
- All bid prices must be inclusive of 15% value-Added Tax where applicable

The pricing schedule included in the bid document must be completed in full and submitted in Part 5. The bidder may attach any other document to further compliment the pricing schedule.

15.7 PART 6: PROOF OF CSD REGISTRATION

A detailed copy of the CSD report together with the MAAA number must be submitted in Part 6.

15.8 PART 7: EVALUTION CRITERIA EVIDENCE

All the supporting evaluation criteria supporting documents must be submitted under Part 7 of the proposal

15.9 PART 8: GENERAL CONDITIONS OF CONTRACT (ANNEXTURE A)

The fully initialled (on each page) General Conditions of Contract must be submitted under Part 8 of the Proposal.

15.10 PART 9 : MANDATORY REQUIREMENTS

Accreditation letter/s

SAQA ID	Unit Standard title	NQF level	Credits
12544	Facilitate the preparation and presentation of evidence for assessment	04	04
117874	Guide learners about their learning, assessment and recognition opportunities	05	06

Non-submission of mandatory requirements at bid closing stage will lead to disqualification.

16. PRESENTATIONS

HWSETA reserves the right to invite bidders to make presentations before the award of the bid as part of the bid process.

17. NEGOTIATION

- 17.1 HWSETA has the right to enter into negotiations with a prospective Service provider regarding any terms and conditions, including price(s), of a proposed contract.
- 17.2 HWSETA shall not be obliged to accept the lowest of any quotation, offer or proposal.
- 17.3 All bidders will be informed whether they have been successful or not. A contract will only be deemed to be concluded when reduced to writing in a contract form signed by the designated responsible person of both parties. The designated person of HWSETA is the CEO who is duly authorised to represent the HWSETA.

18. REASONS FOR REJECTION

HWSETA shall exclude a proposal from further evaluation, and the award of a contract if the following circumstances exist:

18.1 If that bidder, or any of its directors:

18.1.1 Have abused the Supply Chain Management system of HWSETA or any other organisation at any time.

18.1.2 Have committed proven fraud or any other improper conduct in relation to such system.

18.1.3 Have failed to perform on any previous contract and the proof exists.

18.1.4 Have in any form misrepresented themselves in the bid, whether fraudulently or otherwise.

Such actions shall be communicated to the National Treasury.

18.2 If the bidder fails to provide detailed costing as required in the pricing schedule.

18.3 If the bidder is prohibited from being awarded a tender in terms of paragraph 15.4

18.4 If the bidder is not registered on the National Treasury Central Supplier Database.

18.5 If the bidder does not submit a valid accreditation letter duly signed by an authorised official of the HWSETA (no website printouts will be accepted)

Note that the list above is not exhaustive, and the HWSETA reserves the right to reject bids for other reasons. HWSETA reserves the right not to adjudicate a bid.

19. SOCIAL RESPONSIBILITY

The HWSETA has a responsibility to develop skilled youth in our country especially in the rural areas. In advancing this commitment, HWSETA requires all service providers doing business with the HWSETA to commit to the enhancement of skills development, in their specialty. To this end, the successful bidder will be required to contract (minimum two) unemployed graduates by means of, work experience and or work integrated learning for one of the following skills, for the duration of doing business with the HWSETA:

19.1 Project management in its entirety including all the stages related thereto.

19.2 Administration process and activities related to the project (document compilation related to planning, implementation, reporting: complying with contract deliverables, and project closing).

19.3 Implementation of an RPL capacity building project.

The bidder is required to outline how the chosen skill/s will be imparted. The achievement hereto will be monitored by the HWSETA.

NB: No previous youth support shall be considered

Points on functionality will be allocated for this criterion.

PART A

GENERAL REQUIREMENTS

20. GENERAL REQUIREMENT

20.1 Company Profile

The following information is required to follow the preferential procurement practices of the HWSETA.

Profile of the Bidder

Include in the bid:

- B-BBEE certificate or sworn affidavit as applicable (documented proof)
- Company registration
- Corporate profile
- SBD4 form
- References
- CIPRO certificate of ownership
- Registration on the National Treasury Central Supplier Database (CSD)

20.2 Tax Compliance Status

A valid tax compliance status pin from the South African Revenue Service is required.

Bids received from the bidders with a non-compliant tax status may be disqualified with failure to update the Tax status within 7 days.

20.3 Contact Person and Delivery Address for Bids

Having duly read the specifications and noting the requirements which can lead to my/our bid being invalidated for consideration:

I/We _____

declare that we can provide a fully comprehensive service, meeting all the requirements specified by the Health and Welfare Sector Education and Training Authority having the full authority to do so by the titleholder.

Signatory

Name and Surname

Designation

Date

Signature

PART A

EVALUATION PROCESS

21 Evaluation Process

21.1 COMPLIANCE WITH MINIMUM REQUIREMENTS (Phase 1a)

- 21.1.1 Bids duly lodged will be examined to determine compliance with bidding requirements and conditions. Bids with obvious deviations from the requirements/conditions, will be eliminated from further adjudication.
- 21.1.2 For first level evaluation (administrative evaluation) bidders will be given a chance to submit the following documents within five (5) days, failure which they will be eliminated for not complying – except for the non-submission of the SBD 6.1 which will lead to a zero score for specific goals:
 - 21.1.2.1 Bid document not signed by the bidder.
 - 21.1.2.2 Not submitting six copies and one original bid document
 - 21.1.2.3 Not submitting a completed and signed SBD4 form
 - 21.1.2.4. Not submitting proof of CIPC registration.
 - 21.1.2.5 Not submitting the SBD 1 form, and proof of authority e.g. company resolution)
 - 21.1.2.6 Not submitting the SBD 6.1 form
 - 21.1.2.7 Not submitting the General Condition of contract
 - 21.1.2.8 Not submitting proof of company registration on CSD
 - 21.1.2.9 In case of JV/Consortium a valid SARS issued pin code for both companies must be submitted and will be verified

NOTE: Additional required documents (not for elimination)

Valid Tax Clearance Certificate and/ or SARS issued pin code for both companies (which will be verified)

21.2 MANDATORY REQUIREMENTS EVALUATION (Phase b)

- 21.2.1 Bidders are required to submit a valid accreditation letter duly signed by an authorised ETDPSETA Official. No copies from the ETDPSETA website will be accepted. Failure to submit a valid accreditation letter will lead to the bid being eliminated.

21.3 FUNCTIONAL EVALUATION (Phase 1c)

- 21.3.1 Bids will be evaluated strictly according to the bid evaluation criteria stipulated in the terms of reference.
- 21.3.2 Bidders must, as part of their bid documents, submit supportive documentation for all technical requirements as indicated- hereunder. The panel responsible for scoring the respective bids will evaluate and score all bids based on their submissions and the information provided.
- 21.3.3 Bidders will not rate themselves but need to ensure that all information is supplied as required. The bid Evaluation Committee (BEC) will evaluate and score all responsive bids and will verify all documents submitted by the bidders.

21.4 FUNCTIONAL EVALUATION CRITERIA (refer to page 31 of the document)

- 21.4.1 The value scored for each criterion will be multiplied with the specified weighting for the relevant criterion to obtain- the marks scored for each criterion.
- 21.4.2 The scores will be converted to a percentage and only bidders that have met or exceeded

the two minimum threshold of 80% or 75% for functionality will be evaluated and scored in terms of pricing and HWSETA specific goals.

21.4.3 Any proposal not meeting the two minimum threshold score of 80% or 75% will be disqualified.

NB: Failure to meet the set minimum threshold of 80% or 75% on the technical evaluation will result in no further evaluation

21.5 HWSETA SPECIFIC GOALS (Phase 1d)

For this tenderer will be allocating 20 points for the HWSETA specific goals stated in the table below as may be supported by proof/documentation stated in the condition of this tender.

Note to the tenders: the tenderer must indicate how they claim the points for each preference point system – Refer to the attached SBD 6.1 form)

No.	HWSETA SPECIFIC GOALS CLASSIFICATION	DEFINITION	POINT ALLOCATION
1.	Black woman ownership percentage 30%-100% ownership (3 points) Less than 30% (0 points)	is a generic term which means African woman, Coloured woman and Indian woman	3
2.	People with disability ownership percentage 20%-100% ownership (4 points) Less than 20% (0 points)	people who have a long-term or recurring physical or mental impairment which substantially limits their prospects of entry into, or advancement in, employment.	4
3.	Black youth ownership percentage 30%-100% ownership (5 points) Less than 30% (0 points)	persons between the ages of 14 and 35	5
4	QSE and EME	A Qualifying Small Business Enterprise (QSE) in terms of a code of good practise on black economic	5

		empowerment issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act An Exempted Micro Enterprise (EME) in terms of the code of good practise on black economic empowerment issued in terms of section 9(1) of the Broad -Based Black Economic Empowerment Act	
5.	Black ownership percentage 51%-100% ownership (3 points) Less than 51% (0 points)	Is a generic term which means Africans, Coloureds and Indians	3
TOTAL MAXIMUM POINTS			20

NB: Points will be allocated based on ownership to the company (main tendering entity). Please attach proof/required documents.

- **Sworn Affidavit in the DTI prescribed format (EME/QSE) or**
 - **B-BBEE certificate by SANAS accredited agency**
 - **Certified disability certificate issued by a registered medical professional in case of claiming points for disability. This certificate should clearly state the nature and severity of your disability, confirming that you're unable to work.**
- OR**
- **A medical report and functional assessment report completed by a registered doctor and should not be older than three months.**

Note to tenderers: the tenderer must indicate how they claim points for each preference point system)

Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

HWSETA reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim in regard to preferences, in any manner required.

The points scored by a bidder in respect of points indicated above will be added to the points scored for price.

Bidders are requested to complete the various specific goals forms in order to claim points.

Only a bidder who has completed and signed the declaration part of the preference claim form will be considered for specific goal points.

21.6. PRICE/FINANCIAL FORMULAR AND POINTS ALLOCATION (Phase 1e)

The Preferential Procurement Regulations 2022 were gazetted on 4 November 2022 (No.47452) with effect from 16 January 2023. The 80/20 preference points systems will be applied in accordance with the formula and applicable points provided for in the respective status level contributor tables in the Regulations.

Price/financial proposals must be submitted in South African rand. HWSETA reserves the right to negotiate rates submitted by bidders. The pricing schedule must include the total bid price for the stated scope of work.

In terms of Regulation 4 of the Preferential Regulations pertaining to the Preferential Procurement Policy Framework Act 2000 (Act 5 of 2000) Preferential Procurement Regulations, 2022 responsive bids will be adjudicated by the state on the 80/20 preference point for Specific goals in terms of which points are awarded to the bidders on the bases of:

- The bidder's price (maximum 80 points)
- Specific goals (maximum 20 points)

The following formula will be used to calculate the points for price in respect of bidders with Rand value up to R50 000 000:

80/20

$$P_s = 80 \left(1 - \frac{P_t - P_{min}}{P_{min}} \right)$$

Where

P_s = Points scored for price of tender under consideration;

P_t = Price for tender under consideration; and

P_{min} = Price of lowest acceptable tender

A maximum of 80 points may be allocated for price and 20 points may be awarded to a tenderer for the specific goal specified for the tender. The points scored for the specific goal must be added to the points scored for the price and the total must be rounded off to the nearest two decimal places. Subject to section 2(1) (f) of the Act, the contract must be awarded to the tenderer scoring- the highest points.

21.7 ADJUDICATION OF BID

HWSETA reserves the right to arrange contracts with more than one contractor.

In the event that two or more bids have scored equal total points, the contract will be awarded to the bidder scoring the highest number of points for specific goals. Should two or more bids be equal in all respects, the award shall be decided by drawing of lots.

A contract may, on reasonable and justifiable grounds, be awarded to a bid that did not score the highest number of points.

The Board will consider the recommendations of the Bid Adjudication Committee as well as the Tender Standing Committee and make the final award.

The successful bidder will usually be the service provider scoring the highest number of points, or it may be a lower scoring bid on justifiable grounds, or no award at all.

PART B

TERMS OF REFERENCE

TERMS OF REFERENCE FOR THE RPL CAPACITY BUILDING OF ETDPs EMPLOYED/CONTRACTED WITH THE HWSETA ACCREDITED SDPs, TO QUALIFY AS RPL PRACTITIONERS. THE CAPACITY BUILDING SHALL BE FOR THE FOLLOWING UNIT STANDARDS:

- **12544: FACILITATE THE PREPARATION AND PRESENTATION OF EVIDENCE FOR ASSESSMENT;**
- **117874: GUIDE LEARNERS ABOUT THEIR LEARNING, ASSESSMENT AND RECOGNITION OPPORTUNITIES.**

1. BACKGROUND

According to SAQA, practitioners wishing to advise or assist RPL candidates, conduct RPL assessments or design assessments for the purpose of RPL, should seek to obtain the following unit standards as applicable:

- 12544: Facilitate the preparation and presentation of evidence for assessment;
- 115753: Conduct outcomes-based assessments;
- 115755: Design and develop outcomes-based assessments;
- 14297: Design, develop and implement the assessment of learning in higher education;
- 117874: Guide and advise learners about their learning, assessment and recognition opportunities;

The HWSETA funded training of SDPs' Assessors and Moderators in 2016 and 2018, towards the achievement of the unit standards 14297 and 116587. The candidates who were found competent had already achieved the two assessment unit standard (115753, 115755) listed above. The only outstanding unit standards to be achieved by the candidates, to qualify as RPL Practitioners are: 12544: Facilitate the preparation and presentation of evidence for assessment and 117874: Guide and advise learners about their learning, assessment and recognition opportunities.

The HWSETA, through a tender process, proposes to contract carefully selected accredited SDP to train SDPs' Assessors/Moderators (ETDPs) in the sector, to become qualified RPL Practitioners.

2. Objectives

- 2.1 The aim of the bid is to contract a Service provider to capacitate 250 ETDPs to become qualified RPL Practitioners.

The bidder should execute the following activities:

2.1.1 Planning and Preparation

- 2.1.1.1 Compile a final project plan in consultation with the HWSETA
- 2.1.1.2 Compile a schedule for the rollout of the capacity building sessions
- 2.1.1.3 Organise sessions in various provinces as identified

2.1.1.4 Purchase and prepare candidates' PoE files with learner guides and assessment tools.

The HWSETA will be responsible to recruit candidates and provide the list of recruited candidates to the successful bidder

The HWSETA will fund the cost of the venues and catering.

2.1.2 Delivery

- 2.1.2.1 Facilitate the signing of candidates' registrations forms and letters of commitment;
- 2.1.2.2 Conduct refresher sessions as revision from previous training for continuation;
- 2.1.2.3 Conduct capacity building sessions;
- 2.1.2.4 Guide and support the candidates in the collection and compilation of evidence;
- 2.1.2.5 Follow-up on submission of portfolios of evidence until submission;

2.1.3 Learner Achievement

- 2.1.3.1 Assess the candidates' portfolios of evidence files and compile assessment reports;
- 2.1.3.2 Conduct moderation of candidates' files;
- 2.1.3.3 Facilitate verification of learner achievements and endorsement from the ETDPSSETA;
- 2.1.3.4 Provide certificates and statement of results of competent candidates to the HWSETA;
- 2.1.3.5 Compile close-out report.

3. Target Candidates

The ETDPs employed/contracted with the HWSETA accredited SDPs in various provinces, who attended the HWSETA two weeks RPL capacity building workshops and are sectoral subject matter experts.

4. Deliverables and Outputs.

4.1 The outputs of the RPL assessment project are as follows:

- 4.1.1 100% competent, RPL Practitioners except on unforeseen circumstances .

5. Duration

The contract will be for a period of 12 months.

6. Requirements

6.1 The bid must be for the whole project.

7. Characteristics of potential bidders

Bidders must have the following characteristics:

- 7.1 Must be a service provider (SDP) accredited with the ETDPSSETA ETQA for the identified two unit standards.
- 7.2 Must have experience in implementing RPL capacity building (training and workshops).
- 7.3 Must have capacity to deliver RPL capacity building (training and workshops) nationally within set project timeframe of 12 months.
- 7.4 Must have technical knowledge on the implementation of the RPL capacity building workshops.

7.5 Consortiums/Joint Ventures of providers and/or SMMEs as well as organisations from the non-governmental sector are welcome to bid. However, the consortium/joint venture should be led by one organisation that will provide the overall planning, management, co-ordination and reporting, for the project. The implementing partner of the consortium must be accredited for the identified two unit standards and have RPL capacity building experience.

8. Characteristics of the service required

8.1 Provide POE files with learner guides and assessment tools fully covering the outcomes aligned with the following SAQA registered unit standards:

SAQA ID	Unit Standard title	NQF level	Credits
12544	Facilitate the preparation and presentation of evidence for assessment	04	04
117874	Guide learners about their learning, assessment and recognition opportunities	05	06

8.2 Must be able to recap/provide revision from the previous workshops conducted as continuation.

8.3 Conduct training that is candidate centred with clear considerations for an adult candidate.

8.4 Provide Portfolio of evidence (POE) arch lever files to all candidates on the first day of training.

8.5 Use a face-to-face approach in delivering this project.

9. Materials

9.1 PoE files and RPL tools must be made available to candidates on the first day of implementation.

9.2 Delivery of all equipment/materials to provincial sites will be the responsibility of the successful bidder/service provider.

10. Payments and Financial Reporting to the HWSETA

10.1 The bidder will only invoice the HWSETA subsequent to milestones as set out in the Service Level Agreement signed by the two parties, being met.

10.2 The HWSETA reserves the right to review and terminate services of the bidder as well as not to pay outstanding amounts owed to the bidder in the event of dissatisfactory services rendered.

10.3 The HWSETA reserves the right to appoint an arbitrator/s to make determinations on the progress of the project or address any disputes that could arise during the execution of the contract.

11. General Reporting

- 11.1 The bidder must provide detailed progress reports on achievement of each milestone set out in the Service Level Agreement signed with the HWSETA.
- 11.2 The bidder must submit a final report at the end of the project with the original certificates and statements of results for all candidates who were found competent and the evaluation report of the implementation of the project in its entirety.

12. Supporting Documentation Required

- 12.1 Together with the required bid documents, the bidder must also provide the HWSETA with a bid, which includes the following:
 - 12.1.1 An executive summary of the company/ consortium profile of not more than two pages.
 - 12.1.2 A table of content that describes where the evidence of compliance to the specifications can be found in the bid. (see evaluation criteria)

13 In General

- 13.1 The successful bidder will be faithful and diligly devote his/her time to the project.
- 13.2 The successful bidder will meticulously document the process and will report to the Provider Accreditation Manager and the ETQA Executive Manager in order to ensure that the services Provided meet the set requirements.
- 13.3 The HWSETA will become the owner of all information, documents, programmes and reports collated and compiled by the successful bidder in the execution of the said duties.
- 13.4 The copyright of the documents programmes and reports compiled by the successful bidder will belong to the HWSETA and none of the above may be made available, reproduced or distributed in any way without written approval of the HWSETA.

PART C

EVALUATION CRITERIA

The bids will be evaluated on functionality separately first. Bids scoring less than the two thresholds on the functionality will not be considered further in the evaluation and will be disregarded.

Note: The two minimum threshold of 80% and 75% will be applied.

The 80% threshold will apply if:

- *Three or more bids achieve a minimum score of 80% and more.*

The 75% threshold will apply if:

- *Less than three bids score 80%.*

1. EVALUATION CRITERIA	
1.1 All bidders will be evaluated based on the criteria indicated hereunder:	
CRITERION	MAXIMUM TO BE AWARDED
1. Functionality	
1.1 Proven track record of the bidder in conducting RPL Capacity building training and workshops: Bidder to submit: 1.1.1 three signed reference letters on a company letterhead reflecting the duration of the project. (letters must be dated from 2017 onwards) (05 points per letter) Total 15 points 0 (Zero) points will be allocated to letters that does not comply with the criteria outlined.	15
1.2 Experience and registration of Assessors and Moderators. 1.2.1.Valid ETDPSETA registration letters of Assessors and Moderators for the above listed two unit standards: ID: 12544 and ID: 117874 Two (02) Assessor registration letters 05 points per registration letter Total maximum 10 points Non-submission of assessor registration letters will score a 0 zero Expired assessor registration letter/s will score a 0 (zero) Two (02) Moderator letters 05 points per registration letter Total maximum 10 points Non-submission of the moderator registration letters will score a 0 (zero)	40

<p>Expired moderator registration letter/s will score a 0 (zero)</p> <p>1.2.2. CVs: Minimum two years' experience of Assessors in assessing RPL unit standards. Two (02) Assessor CVs: 05 points per qualifying CV Total 10 points</p> <p>No experience in assessing RPL programmes will score a zero Less than 02 years' experience will score 0 (zero)</p> <p>CVs: Minimum two years' experience of Moderators in Moderating RPL unit standards. Two (02) CVs 05 points per each qualifying CV Total 10 points</p> <p>No experience in moderating RPL programmes will score a zero Less than 02 years' experience will score 0 (zero)</p>		
<p>1.3 Implementation of the project</p> <p>1.3. A mock project plan clearly showcasing the following technical requirement of the project:</p> <p>1.3.1 how the previous RPL knowledge will be integrated with the new content for continuation (10 points)</p> <p>1.3.2 how the RPL capacity building process will be implemented from the first day of training to certification. (10 points)</p> <p>1.3.2 how the RPL capacity building project will be implemented within the allocated 12 months' timeframe. (10)</p> <p>1.3.3 how candidates who could not submit their POEs within the allocated timeframe will be supported to complete and submit their POEs after the project closure. (10)</p> <p>A mock project plan with clearly defined processes and stipulated timeframes will count 40 points. A mock project plan without all clearly defined processes within set timeframes will count 0 (zero)</p>		40
<p>1.4 Social responsibility</p> <p>1.4.1 Bidder to confirm and indicate how youth workplace experience will be offered to a minimum of two graduates (refer to paragraph 19 on page 19). Clearly elaborate:</p> <p>1.4.1.1 Which skill will be imparted to the youth; and (02)</p> <p>1.4.1.2 How the chosen skill will be imparted (03)</p> <p>Responses not addressing the above criteria will score 0 (zero) points</p>		05
CRITERION	MAXIMUM TO BE AWARDED	100

PART D

PRICING SCHEDULE

COST BREAKDOWN (PER CANDIDATE)

The HWSETA will fund the cost of venues and catering for training sessions.

The cost per candidate must include :

- **Preparatory stage** : Materials cost, printing, planning briefings/workshops, Courier, invitations.
- **Implementation stage** : Revision of previous training for knowledge continuation, training in all Provinces x 5 days, Compilation of POEs support, Facilitators' travel and accommodation.
- **Achievement stage** : Assessments, Moderations, Compilation of Assessments and Moderation Reports, Verification, Certification, Close out reports.

PRICING SCHEDULE	
ITEM	COST
Preparatory stage cost per candidate	R
Implementation stage cost per candidate	R
Achievement and close out stage cost per candidate	R
TOTAL PRICE per candidate excluding VAT	R
TOTAL PRICE for the whole project for all candidates (250) excluding VAT	R
VAT on total price for 250 candidates	R
TOTAL PRICE for the whole project for all candidates (250) inclusive of VAT	R