

SPECIFICATION

**THE HEALTH AND WELFARE SECTOR EDUCATION AND TRAINING AUTHORITY
INVITES A SERVICE PROVIDER TO TRAIN: COMMUNITY EDUCATION TRAINING (CET)
LEARNERS ON THE FOLLOWING OCCUPATIONAL QUALIFICATIONS:**

Occupational Qualifications	QA Body	SAQA ID	Credits	NQF
Home Based care Assistant	QCTO	104792	68	2
Home Based Personal Worker	QCTO	104779	135	3

DETAILED DESCRIPTION OF SERVICE REQUIRED:

The service provider will have the responsibility to:

- Liaise with CETs on the training of the identified unemployed learners (4 learners per province) in five provinces (Eastern Cape, Gauteng, Kwa-Zulu Natal, Limpopo, Northern Cape)
- Co-ordinate the registration of the learners with QCTO
- Coordinate all communication with the CETs regarding the training of the identified the learners
- Coordination and delivery of training in its entirety including training of Knowledge, Practical and workplace component
- Ability to train online or face to face or blended
- Administer all mandatory and compliance documents required by the HWSETA
- Provide the HWSETA will all required reporting documents
- Coordinate issuing of Statement of achievements, Statement of results and the certification of learners by the QCTO

SPECIAL REQUIREMENTS:

- Must be **accredited** as a skills development provider by QCTO for the two occupational qualifications
- Co-ordinate and liase with the CETs on the registration of learners with QCTO
- Coordinate the placement of learners to write the External integrated Summative assessment (EISA) in an accredited assessment centre
- **Assessment centre accreditation by QCTO** or in the process of accreditation for the two occupational qualifications (evidence required)
- The ability to train in the five different provinces as learners will be from different provinces

- Provide a **Mock project plan** on how the training will be rollout in the five provinces
- 2 years' experience in training against any of the above areas. References are required.
- Must have a minimum of 5 years or more of experience in the training space
- Provide a budget breakdown for training that is inclusive of tuition and transport allowance for 20 learners using the HWSETA guidelines and maximum costs per learner.
- Training must be completed by no later than **15 February 2026**.

FUNCTIONALITY REQUIREMENTS

Note that bids will be evaluated on functionality separately first. Bids scoring less than 70% on functionality will not be considered further in the evaluation and will be disqualified.

All bidders will be evaluated on the criteria indicated hereunder

1. Functionality	Points awarded
Criteria 1: 1.1 Evidence of 2 yrs experience in training against The two occupational qualifications or its legacy qualifications (15 points) , less than 2yrs experience (0 points) 1.2 References required and proof of verification. one reference (5 points) two references (10 points) Proof of verification (15 points)	30 points
Criteria 2: 2.1 Evidence of 2 yrs experience in the training space (10 points) Less than 2yrs experience (0 points)	10 points
Criteria 3: 3.1 Evidence of the ability to train in Five different provinces (20 points) 3.1.1 5 provinces (20 points) 3.1.2 3 to 4 provinces (15 points) 3.1.3 2 to 3 provinces (10 points) 3.1.4 1 to 2 provinces (5 points)	20 points
Criteria 4: 4.1 A mock project plan which include a detailed budget breakdown on the training rollout in five provinces for 20 unemployed learners using the HWSETA guidelines	40 points
TOTAL	100 points

ALL BIDDERS THAT SCORED 70 POINTS AND MORE WILL BE FURTHER EVALUATED ON THE 80/20 PREFERENCE POINT SYSTEM

80 POINTS WILL BE ALLOCATED FOR PRICE

20 POINTS WILL BE ALLOCATED FOR HWSETA SPECIFIC GOALS

A B-BBEE CERTIFICATE MUST BE SUBMITTED IN ORDER TO QUALIFY FOR THE BELOW HWSETA SPECIFIC GOALS:

No.	HWSETA SPECIFIC GOALS CLASSIFICATION	DEFINITION	POINT ALLOCATION
1.	Black woman ownership percentage 30%-100% black woman ownership 3 points Less than 51% 0 points	is a generic term which means African woman, Coloured woman and Indian woman	3
2.	People with disability ownership percentage 20% or more owned by people living with disabilities 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% youth ownership 5 points Less than 30% 0 points	persons between the ages of 14 and 35	5
4	QSE/EME	A Qualifying Small Business Enterprise (QSE) in terms of a code of good practise on black economic	5

		<p>empowerment issued in terms of section 9(1) of the Broad-Based Black Economic Empowerment Act</p> <p>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</p>	
5.	<p>Black ownership percentage</p> <p>51-100% black ownership 3 points</p> <p>Less than 51% 0 points</p>	Is a generic term which means Africans, Coloureds and Indians	3
TOTAL MAXIMUM POINTS		20	

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