



**KWAZULU-NATAL PROVINCE**

HUMAN SETTLEMENTS  
REPUBLIC OF SOUTH AFRICA

**INVITATION FOR PROPOSALS**

**APPOINTMENT OF A PANEL OF SERVICE PROVIDERS TO CONDUCT ACCREDITED TRAINING FOR EPWP SKILLS DEVELOPMENT PROGRAMME LEARNERS IN VARIOUS DISTRICTS THROUGHOUT THE PROVINCE FOR A PERIOD OF THIRTY-SIX (36) MONTHS.**

**BID NUMBER** ZNB124/2024/25HSE  
**CLOSING DATE** 08 MAY 2025  
**TIME** 11:00  
**BID BOX NO.** 01 (SITUATED AT THE 12<sup>TH</sup> FLOOR, DEPARTMENT OF HUMAN SETTLEMENTS, EAGLE BUILDING, 353 – 356 DR PIXELY KASEME STREET, DURBAN, 4001)

**COMPULSORY BRIEFING SESSION** RESIDENCE HALL  
INKOSI ALBERT LUTHULI CENTRAL HOSPITAL  
800 VUSI MZIMELA ROAD  
4091

**DATE:** 22 APRIL 2025  
**TIME:** 11:00

Bid documents must be downloaded from departmental website: [www.kzndhs.gov.za](http://www.kzndhs.gov.za) or [www.etenders.gov.za/](http://www.etenders.gov.za/)

**BIDDERS TO NOTE THE FOLLOWING:**

1. NO BID DOCUMENT WILL BE ISSUED BY THE DEPARTMENT OR DURING THE BRIEFING SESSION.
2. NO BRIEFING SESSION PAGE (SECTION D) WILL BE ISSUED BY THE DEPARTMENT AT THE BRIEFING SESSION VENUE.

**TECHNICAL ENQUIRIES** MR. T. GOBA – 072 604 1383  
[thuthuka.goba@kzndhs.gov.za](mailto:thuthuka.goba@kzndhs.gov.za)

**BID ENQUIRIES** MRS. R. GAFOOR 031 336 5142 / MR. S. MKHIZE 031 336 5241 / MR. S. BIYASE 031 336 5165/MR. V. MKHWANAZI 031 336 5420

**NB: SPECIFIC GOALS WILL BE DETERMINED AT THE TIME OF INVITATION OF QUOTATIONS/BID AS PER THE STRATEGIC OBJECTIVES OF THE DEPARTMENT.**

## Eligibility Criteria

A COMPREHENSIVE COMPANY PROFILE / PROPOSAL MUST BE ATTACHED DETAILING ALL INFORMATION REQUIRED AS PER EVALUATION CRITERIA. THE PROFILE / PROPOSAL MUST HAVE TRACEABLE REFERENCES WITH A PROVEN TRACK RECORD. IN CASES WHERE THERE ARE TEAMS, DETAILED CURRICULAM VITAE OF ALL KEY PERSONNEL IS REQUIRED. DOCUMENTARY PROOF OF COMPLETED PROJECTS MUST BE ATTACHED. A MINIMUM OF 60% IS REQUIRED IN ORDER TO QUALIFY.

Key aspect of Eligibility	BASIS FOR POINT ALLOCATION	Score	Max Points
Methodology	<p><b>Define a clear methodology to provide training programme for participants on EPWP in the construction sector:</b></p> <ol style="list-style-type: none"> <li>1. Administration-<b>10 points</b> <ul style="list-style-type: none"> <li>• Indicate training resources mobilized, training sites identified and programme scheduling to be in place -<b>5 points</b></li> <li>• Enrolment of Learner on the CETA/QCTO Database which includes the uploading of learner contracts, IDs and unit standards to be trained – <b>5 points</b></li> </ul> </li> <li>2. Inductions-<b>10 points</b> <ul style="list-style-type: none"> <li>• Indicate clear end goals describing the desired outcomes of the training for the duration - <b>5 points</b></li> <li>• Indicate CETA/QCTO reporting templates and assessment structures and explain Unit standards to be trained – <b>5 points</b></li> </ul> </li> <li>3. Phase one of training with deliverables-<b>15 points</b></li> <li>4. Phase two of the training with deliverables-<b>15 points</b></li> </ol>	Good	31-50
	Acceptable (in terms of above).	Fair	19-30
	Lacks the appropriate level of experience (in terms of the above).	Poor	0-18
RELEVANT EXPERIENCE	<p>1. <b>Clearly Indicates relevant experience in terms of number of completed similar projects. Reference letters signed by respective institutions must be attached for each project completed. 3 or more similar projects successfully completed- provided 3 and above reference letters. 30 Points</b></p>	Good	30
	2 similar projects successfully completed –provided 2 reference letters.	Fair	20
	1 similar project successfully completed- provided 1 reference letter	Poor	10
	No Reference Letters = <b>0 Points</b>		
RESOURCES ORGANOGRAM	<p><b>Resource Organogram</b></p> <p>A. Detailed Organogram with <u>curriculum vitae's</u> detailing the duties and responsibilities of <u>key personnel</u> coupled with their experience (Minimum of 2 years).<b>20 Points</b></p> <ol style="list-style-type: none"> <li>1. Project Manager <b>4 Points</b></li> <li>2. Financial Manager <b>4 Points</b></li> <li>3. Training Coordinator <b>4 Points</b></li> <li>4. Training Facilitators <b>4 Points</b></li> <li>5. Assessors <b>4 Points</b></li> </ol>	Good	11-20
	Organogram is acceptable	Fair	6-10
	Lacks the relevant key personnel (in terms of above)	Poor	0-5
<b>Total</b>			<b>100</b>