



REQUEST FOR PROPOSALS
SERVICE PROVIDER FOR ACCREDITED TECHNICAL TRAINING SERVICES IN
KWAZULU NATAL
FOR THE COEGA DEVELOPMENT CORPORATION (PTY) LTD
Contract No. CDC/465/21

The Coega Development Corporation (CDC) is headquartered in the City of Gqeberha, Nelson Mandela Bay Municipality, South Africa, with a strategic operational footprint in South Africa and beyond the borders in the African continent. The CDC's vision is to be the leading catalyst for the championing of socio-economic development. This it seeks to achieve through the development and operation of the 9 003 hectare Coega Special Economic Zone (SEZ), a transshipment hub and a leading investment destination in Africa, providing highly skilled competence and capacity for the execution of quality complex infrastructure and related projects throughout South Africa and selected markets on the African continent, and advisory on the development of industrialization and logistics zones. The CDC's advanced capabilities are successful enablers in economic zone development and management, real assets management, infrastructure planning and development for National, Provincial, Local Government Departments and State-owned Entities, technology integration while realising related socio-economic impact areas such as skills and SMME development. The foundational culture of the CDC's approach, backed by core values, is innovation and continuous improvement.

INVITATION TO TENDER

The Coega Development Corporation (CDC) is inviting capable and competent Technical (Artisanal) Training Providers who hold current registration with a Sectoral Education and Training Authority (SETA), with proven experience and track-record to submit their proposals for the provision of Technical Training Services for a period of approximately three (3) months.

SCOPE OF WORK

The list below is intended to illustrate the typical scope of services required; it may not necessarily be exhaustive; however,

1. Curriculation of a bespoke accredited technical skills / handyman learning programme covering the following technical disciplines:
 - 1.1 **Plumbing** – Basic repairs to toilets, basins, urinals, drain piping and water piping including fittings
 - 1.2 **Painting** - Basic painting techniques
 - 1.3 **Tiling** – Basic tiling skills
 - 1.4 **Glazing** – Basic glazing replacement to windows

- 1.5 **Plastering** – Basic plastering skills including cement mixing
- 1.6 **Carpentry** – Basic tool skills and applications (tools to be provided by the schools from their Norms and Standards budget)
- 1.7 **Electrical** – Basic fault finding and multi-meter skills including replacement of globes and light fittings and repairs to socket outlets and light switches (multi-meters to be provided by the schools from their Norms and Standards budget)
2. Accreditation and in good standing with relevant Sectoral Education and Training Authorities (SETA's)
 3. Training Provider to have appropriate and relevant Programme Accreditation for the delivery of training as stipulated in 2 above
 4. Capacity and experience in the delivery of accredited technical training programmes at scale (more than 5000 beneficiaries)
 5. Provision of all training materials required for the theoretical component of the training
 6. Provision of Logbooks to track and record beneficiary workplace practical experience
 7. Sourcing of suitable training venues across the KwaZulu Natal Province
 8. Provision on one meal (lunch) and refreshments (twice) on each day of training
 9. Provision of geo-location enabled verifiable time and attendance records.
 10. Provision of a detailed training plan and roll-out project plan
 11. Granular reporting capabilities that are compliant with SETA and Department of Basic Education (DBE) audit modalities
 12. Issuing of certificates of completion and proof of uploads to the relevant SETA for competence credits.
 13. Provision of a mini certification ceremony at the conclusion of all theoretical training

CONDITIONS

Failure to adhere to the conditions stated hereinunder or to provide evidence where specified, will render the submission non-responsive and the submission will be declared as null and void and will not be considered further.

- (a) The CDC's Procurement Policy and Procedures shall apply.
- (b) The following legislation shall apply:
 - (i) Public Finance Management Act (PFMA).
 - (ii) National Treasury Regulations.

- (iii) Preferential Procurement Policy Framework Act, 2000.
 - (iv) Preferential Procurement Regulations, 2017.
 - (v) Occupational Health and Safety Act and Regulations, Act (85 of 1993);
 - (vi) Compensation for Occupational Injuries and Disease Act (130 of 1993);
 - (vii) BBBEE Act Number 53 of 2003 (as amended by Act number 46 of 2013); and
 - (viii) Any other applicable legislation.
- (c) The appointment will be for 3 (three) months.
- (d) Joint Venture & Consortiums will be accepted
- (e) The 90/10 preference point system, as per the Preferential Procurement Policy Framework Act 2000: Preferential Procurement Regulation 2017 is applicable for allocating points for price and preference points.
- The following scores will be applied:
- (i) Price -90,
 - (ii) B-BBEE Score - 10.
- (f) Successful bidder will be required to comply with the Occupational Health and Safety Act and Regulations, Act (85 of 1993) and Compensation for Occupational injuries and disease Act, Act (130 of 1993) and Disaster Management Act (57 of 2002) read with Covid-19 Regulations and all relevant and applicable legislations. Upon appointment of the successful bidder, it will be required to develop Occupational Health, Safety and Environmental Management Systems to comply with the SANS Norms and Standards. CDC SHEQ Unit will monitor compliance and implementation of Occupation Health and Safety, Environmental and Quality requirements for the duration of the contract.
- (g) Successful bidder will be required to provide proof of capacity and capability to delivery across the 12 (twelve) designated districts in the KwaZulu Natal Province.

(i) Districts:

1.	Amajuba
2.	Harry Gwala
3.	Ilembe
4.	King Cetshwayo
5.	Pinetown
6.	Ugu
7.	uMgungundlovu
8.	uMkhanyakude
9.	Umlazi
10.	uMzinyathi
11.	uThukela
12.	Zululand

- (h) The empowerment and development objectives (33% SMME Involvement) will be controlled by implementing the procedure listed in (g) below, where the bidder in terms of the Amended BBEE Codes is a Generic Entity (Turnover of over R50mil).
- (i) The appointed service provider must sub-contract entities from previously disadvantaged groups (black, female and/or with disability) and/or local black-owned companies (with a turnover of less than R50mil), where scope and credentials permit.
- (j) Generic entities as well as QSEs with less than 51% black shareholding are to submit a valid SANAS Accredited B-BBEE Verification Certificate (with the full applicable B-BBEE elements). Bidders with more than 51% black shareholding (EMEs & QSEs) are to submit a sworn affidavit stamped and signed by the Commissioner of Oaths as per the DTI B-BBEE template. Bidders must confirm their company registration with Companies and Intellectual Property Commission (CIPC) (formerly CIPRO) as CDC will not award any bid to any business that appears on the CIPC List of de-registered businesses. The CDC may verify company registration with CIPC through BizPortal.
- (k) All Bidders must be Value Added Tax (VAT) Vendors and the **Pricing Schedule** must include VAT.
- (l) Bidders must provide proof of registration on the National Treasury's Central Supplier Database (CSD) or provide a Treasury CSD registration number e.g. MAAA0...
- (m) CDC will only award the Bid to a Successful Bidder who is tax compliant. The tax compliant status of the Bidders will be verified through the CSD and South African Revenue Services (SARS) website.
- (n) Public servants are prohibited from conducting any form of business with organs of state, whether in their own capacity as individuals or through companies in which they are directors. Verification will be carried out by the CDC and Bidders will be disqualified should they be found to be in contravention with this requirement.
- (o) It is incumbent upon and the responsibility of the Prospective Bidders to submit their full and correct contact details when they download the RFP Document to enable any communication that the CDC might need to issue to all the Prospective Bidders during the bidding process to be realised. The CDC will not be accountable for any such omission or failure by the Prospective Bidders.
- (p) Any misrepresentation of information will lead to immediate disqualification of the Bidder's Submission. It is imperative that the duly authorised person conducts quality control on all the documentation to be submitted to the CDC as part of this RFP and signs the submission as a correct and sound documentation that the CDC could put its reliance on.
- (q) Late Submissions will not be accepted.
- (r) Incomplete RFP Submissions will be deemed null and void and shall be considered non-responsive.
- (s) Tender validity shall be twelve (12) weeks.
- (t) **No telephonic or any other form of communication with any other CDC member of staff other than the named individual below relating to this RFP will be permitted.**
- (u) **All the enquiries regarding this bid must be in writing only, and must be directed to:**
 - (i) Ms Zine Mtanda, Unit Head: Supply Chain Management.

(ii) E-mail address: kzntenders@coega.co.za

The RFP documents can be downloaded from the CDC website (www.coega.co.za) from **10 December 2021** at 10h00.

Due to the outbreak of the COVID-19 Pandemic, leading to restricted movement and a need to heed to safety precautions, there will be a non-compulsory Virtual Briefing Meeting held on **15 December 2021**, at 09h00, via Microsoft Teams. Bidders must use this link to join the meeting:

https://teams.microsoft.com/l/meetup-join/19%3ameeting_YTUyMTcxMDgtMDI3Zi00M2U1LTk0MTQtMGUyZTdmMjNiMmZj%40thread.v2/0?context=%7b%22Tid%22%3a%22b4333a30-8174-45c8-8963-f080d0621754%22%2c%22Oid%22%3a%22af69246a-1386-40a4-b310-a554a90d0e2a%22%7d

The closing date and time for the receipt of complete bid documents is **12h00, 4 February 2022**. **One original completed bid document and one flash drive** shall be placed in a sealed envelope clearly marked: **"CDC/465/21 - REQUEST FOR PROPOSALS: SERVICE PROVIDER FOR ACCREDITED TECHNICAL TRAINING IN KWAZULU NATAL FOR THE COEGA DEVELOPMENT CORPORATION (PTY) LTD"**. Bids are to be placed in the tender box at the CDC's Durban Office located at **18 Cranbrook Crescent, La Lucia, Umhlanga**, KwaZulu Natal or via e-mail, TendersCDC46521@coega.co.za.

This maximum size of this email is **20MB**.

It must be noted that the email address provided on this advert is **ONLY** for submissions of bids and for any enquires related to the bid may be submitted electronically via kzntenders@coega.co.za

Bidders who choose **to submit electronically must** note that it is the responsibility of the bidder to ensure that all pages of the original bid document and the supporting documents are scanned and included in the electronic submission. Should the electronic submission miss some key pages more especially the documents required for evaluation purposes, the bid will be disqualified. Bidders must first test and confirm that their bid submissions are accessible before sending the email to CDC, as CDC will not consider incomplete and inaccessible folders/ documents/ links. Those bidders who submit the electronic bids should keep the original copy of the bid as it will be required on appointment of the successful bidder.

Bids will not be opened in public, and no late submissions will be considered.

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The CDC reserves the right not to accept the lowest proposal in part or in whole or any proposal.