INVITATION TO BID
PROC T283

The Services Sector Education and Training Authority (SSETA), a statutory body established in terms of the Skills Development Act of 1998), seeks to appoint service providers for the provision of the services listed below to be contracted for the duration of the SETA's licence period which ends 31 March 2016.

The SSETA hereby invites bids from skills development provider with relevant accreditation to render the following services:

- The implementation of a Full Qualification, via a learnership, in Business Administration NQF l4, for at least 96 learners and
- The implementation of a Short Skills Programme in End-User Computing

The Skills Development Provider must comply with the following requirements in order to be considered:

- Must have relevant accreditation, or an accredited partner, for the programmes
- Must be based in the KwaZulu Natal Province
- Must have capacity to train at Ulundi
- Must have capacity to train, assess, internally moderate and upload learner achievements
- Must have mentors to ensure that the transfer of skills takes place
- Must be prepared to assume full responsibility and accountability for the implementation and success of these learning interventions
- Must build partnerships with and provide support to relevant employers to ensure that learners receive appropriate workplace experience and that relevant evidence is collected throughout the duration of the learning interventions

Prospective Skills Development Providers must submit the following:

- An outline of the proposed training strategy
- An implementation plan
- Learner attendance management methods, reporting methods to the entity and the SSETA; and a learner exit strategy
- Proof of valid SSETA accreditation, indicating the relevant unit standards
- Completed Capacity to Train form below

EVALUATION CRITERIA FOR ALL ABOVE BID REQUIREMENTS

- Bidder will be evaluated on functionality and only bidders who obtain score of 70 points will be further evaluated on price and BBBEE;
- The 90/10 BBBEE Preferential Procurement Policy Framework Act (PPPFA) and Regulations shall apply;
- All proposals received will be evaluated according to bid documents evaluation criteria/ requirements.
- Successful bidder may be subject to the vetting process before appointment by Services SETA.

Bid documentation and detailed scope of work is available on the Services SETA website www.serviceseta.org.za/SupplyChainManagement/ActiveTenders. All enquiries regarding bids and briefing session should be in writing and may be directed to email: mpumelelon@serviceseta.org.za by no later than **11:00 AM** on **08 September 2015.**

CLOSING DATE AND TIME: 09 SEPTEMBER 2015 AT 11:00 AM

No late submissions will be considered. Submissions should be delivered into the bid box or couriered to: **Senior Manager: Supply Chain Management, Ristone Office Park, 15 Sherborne Rd, Parktown, Johannesburg. The bid box is open during office hours: Monday – Thursday: 08h00 AM– 16h00 PM**
Friday: 08h00 AM-15h00 PM.

www.serviceseta.org.za

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