

**Physical Address**  
Umzimvubu Goats  
Complex  
Hospital Road  
4735

Private Bag X 511  
Mount Ayliff  
South Africa  
4735

**Tel Number**  
+27 394 920 011  
**Fax Number**  
+27 866 833 718

*Better District, Better Life and Growth for all.*

Alfred Nzo Development Agency SOC Ltd  
Reg nr: 2008/009003/30

[www.anda.org.za](http://www.anda.org.za)



**02 OCTOBER 2023**

## **THE APPOINTMENT OF A PANEL OF ACCREDITED TRAINING PROVIDERS FOR A PERIOD OF THREE YEARS**

**BID NO: ANDA 01/2023/2024**

Alfred Nzo Development Agency (ANDA) is a municipal entity of the Alfred Nzo District Municipality established in terms s84 of the Municipal Finance Management Act (MFMA) 56 of 2003. The Agency (ANDA) is mandated to carry out the promotion and implementation of local economic development initiatives and investment and trade promotion on behalf of the District Municipality.

The Agency is situated in Mt. Ayliff in the Eastern Cape Province.

ANDA hereby invite bids from suitably **qualified** service providers and suitable prospective partners to submit proposals to be part of a panel of credible service providers that will provide accredited training services.

**This is a call for more proposals from qualified service providers and bidders who have received appointment letters from the previous advert need not submit proposals as they are already part of the panel.**

### **Notes to Prospective Bidders/ Submissions**

- All bidders have to be registered on **Central Supplier Database** (CSD summary to be submitted)
- All bids submitted should remain valid for a period of **90 days** after the bid closing date
- Valid Tax Clearance Certificate and/or **Pin** should be attached
- Copies of ID Documents and all **submitted certificates** must be certified with a certification that is not older than 3 months.
- Joint Venture agreement (where applicable)
- Company profile with traceable **references**.
- Valid copy of Sector Education and Training Authority (**SETA**) and/or Quality Council for Trades & Occupation (QCTO) certificate of accreditation which reflect the courses for which they are accredited to provide must be attached.
- All bidders are required to submit **MBD 1, 4, 8 & 9 forms** (declaration of interest & SCM past Experience) which are available at reception area at **ANDA Offices in Mount Ayliff** or which can be downloaded from [www.anda.org.za](http://www.anda.org.za). Failure to do so will result to **disqualification**.

The quotations will be evaluated on the basis of the **Preferential Procurement Policy Framework Act** (Act No.5, 2000), and the regulations pertaining thereto (2022), as well as the Alfred Nzo Development Agency's Supply Chain Management policy. The **80/20 preference point system** will be used as per the ANDA SCM policy.

**PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT (PPPFA) POINTS WILL BE AWARDED AS FOLLOWS:**

**The proposals / quotations will be evaluated in one stage, namely:**

Stage 1 – Functionality

Only service provider(s) that can demonstrate the required experience and skills relating to the execution of this project will be considered. The following criteria will be taken into account for the appointment of a successful Service provider(s).

Bidders need to score 70% or more to be considered.

ITEM	WEIGHT
<b>STAGE 1 OF EVALUATION - FUNCTIONALITY</b>	<b>100</b>
<ul style="list-style-type: none"> <li>• Proof of accreditation by relevant SETAs or QTCO</li> <li>• Provide a sample of portfolio of evidence not older than 2 years and learner guide used in the training</li> <li>• Provide a list of registered Facilitators, assessors and moderators</li> <li>• Provide a SETA/Client reference letter(s) from a training programme provider                             <ul style="list-style-type: none"> <li>1 reference letter (5 points)</li> <li>2 reference letters (10 points)</li> <li>3 reference letters (15 points)</li> <li>4 reference letters (20 points)</li> </ul> </li> </ul>	<p><b>30</b></p> <p><b>30</b></p> <p><b>20</b></p> <p><b>20</b></p>
<b>N.B Reference letters must be on a letterhead of the referring organisation and signed by the accounting officer.</b>	

**SUBMISSION OF PROPOSAL**

The completed proposal must be submitted in a sealed envelope endorsed with the Bid No: **ANDA 01/2023/2024 THE APPOINTMENT OF A PANEL OF ACCREDITED TRAINING PROVIDERS FOR A PERIOD OF THREE YEARS**. The sealed envelope must be deposited in the Tender Box, located at reception area of Alfred Nzo Development Agency not later than **12h00 am** on the **06<sup>th</sup> NOVEMBER 2023**. The submissions will be opened in public. Emailed or faxed proposals will be disqualified, Alfred Nzo Development Agency reserves the right to accept or not to appoint service provider.

**DOCUMENTATION**

The Bid Documents shall be available at a non-refundable cost of R 500.00 (VAT inclusive) per Document, to be collected at the Supply Chain Management Office, 1400 Hospital Road, Umzimvubu Goats Complex, Mount Ayliff, 4735. All Bidders are required to attach proof of payment receipts on their document when submitting bids.

To receive copies via email after payment, payment to be made at ANDA Bank Account, FNB Bank Cheque Account: 622 152 90 355 (& please quote your company name as the reference), kindly send an email to [makhatham@anda.org.za](mailto:makhatham@anda.org.za) to obtain the tender document (& please make sure you attach proof of payment, and

state the project name of the document you are requesting). Alternatively, tender documents will be available at Alfred Nzo Development Agency.

**BID ENQUIRIES**

Enquiries should be directed to LED Manager: Mr Sibonelo Tshonga 039 492 0011 / 067 440 7301 email: [tshongas@anda.org.za](mailto:tshongas@anda.org.za) and SCM related enquiries should be directed to Ms Olona Sompao on 0394920011 / 066 440 7301 or email: [sompao@anda.org.za](mailto:sompao@anda.org.za)



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**Mr. N.R Xolo**  
**Acting Chief Executive Officer**