



BeyondZero

a partner in public health transformation

QUESTIONS AND ANSWERS FOR THE APPOINTMENT OF TRAINING SERVICE PROVIDERS

#	Questions	Answers
1	Kindly please clarify the pricing part.	Bidders must complete the proposed pricing schedule for all the trainings they are bidding for.
2	Where do we sign the code of conduct, 8 pages documents	Bidders must read and sign the whole document.
3	When choosing more than one specialization the must be a proposal to each?	No. Its one proposal for everything and include all trainings you are bidding for
4	Can an organization bid for non-accredited training, even if it doesn't have experience as an organization in that particular programme, but will be utilizing facilitators that have the relevant training & even accredited training experience, work experience for that programme particular programme they are bidding on?	Yes they can bid as long as they provide appropriate documents.
5	Are joint ventures/ subcontracting for some of the non-Accredited programmes allowed?	Joint ventures are allowed but sub-contracting is not.
6	On schedule 3, organizations which have not registered for VAT & will not be charging VAT, are they expected to produce a VAT registration certificate	If you are not a VAT vendor, this requirement is not applicable to your organisation.



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7	On schedule 9: Are bidders expected to provide a course outline for each of the non-Accredited programs they are bidding for, eg: if I am bidding for 5 non-accredited programs, is the expectation to submit 5 different course outline	Yes. Bidders should submit a course outline for all the trainings they are bidding for.
8	Schedule 12: How many reference letters per organisation are required for each training program	Bidders must complete Addendum 1 and also provide one relevant written reference letter to support the information captured on addendum 1.
9	The written contactable references for the facilitators, how many are required	<p>Bidder must submit at least one written reference letter per non-accredited training they are bidding for.</p> <p>Scenarios:</p> <ol style="list-style-type: none">1. if you are bidding for three (3) non accredited training and you have one facilitator that will be conducting that training. Bidder must submit three (3) relevant reference letters for the trainings that will be facilitated by the individual. <p>So basically, one reference letter per training is required.</p>
10	Do we attach the pricing schedule on page 17, where its written 10. pricing schedule?	Pricing schedule should be reference as Schedule 14 as per the schedules on the cover page of the terms of reference
11	On the table where service providers need to indicate the training they are bidding for, where we have provided more than non-Accredited training to one institution, is it allowed	One reference may cover different trainings.



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	that we name the same institution (considering that the reference letter will name all the trainings by year it was conducted for that institution)	
12	Do we duplicate addendum 2 by the total number of training providers we are bidding (if we are bidding for 5 non-Accredited trainings, and we will be using a total of 10 facilitators across all 3 provinces, we would need to duplicate addendum 2 page, 10 time)	Yes, bidders may duplicate Addendum 2.