

SUMMARY	
Title	Appointment of service providers to conduct training for a period of twenty-six (26) months.
Reference	BZ-GF-2023-02-01
Description	Beyond Zero seeks to appoint suitable qualified and experienced Training Service Providers (TSPs) to provide both Accredited and Non-Accredited training for the CSS Module for a period of twenty-six (26) months.
Submission by email only to	crs-procurement@beyondzero.org.za
Submission must be in the following format	<p>Schedule 1: CIPC Registration Documents</p> <p>Schedule 2: SARS tax clearance certificate/Tax Compliance Letter</p> <p>Schedule 3: VAT Registration Certificate or VAT Registration Letter available on e-Filing for all expenditure more than R500000. (If applicable)</p> <p>Schedule 4: B-BBEE certificate / Sworn Affidavit</p> <p>Schedule 5: Signed Global Fund Code of Conduct for Suppliers of Services</p> <p>Schedule 6: Completed and signed bid document</p> <p>Schedule 7: Certified copy of Directors ID (certification date must not be older than 6 months)</p> <p>Schedule 8: Certified copies of accreditation with the relevant SETA for the training company</p> <p>Schedule 9: Course outline for each of the trainings</p> <p>Schedule 10: Facilitators Details, experience and certificate for accredited trainings (Addendum 2)</p> <p>Schedule 11: 5-page Proposal (paragraph 7 Response Requirements)</p> <p>Schedule 12: Company Reference Letters</p> <p>Schedule 13: Facilitators CVs, copies of certificates and reference letter showing relevant experience on non-accredited trainings</p> <p>Schedule 14: Pricing Schedule</p>
Compulsory briefing session	<p>14 February 2023, @11h00am</p> <p>https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZGFmNDE4ZTktMmM0YS00MDRhLWI4NDEtNjYxMjI5NmUwMGVj%40thread.v2/0?context=%7b%22id%22%3a%2292b6ba47-f105-433b-9667-9ad9e140511d%22%2c%22oid%22%3a%22ebcc775b-d1b0-44f5-a7ca-15890ed21761%22%7d</p>
Closing Date and Time	27 February 2023, @13h00pm

1. PURPOSE

- 1.1. Beyond Zero (BZ) seeks to appoint legally registered Training Service Providers (TSPs) to implement trainings for a period of twenty-six (26) (February 2023 to March 2025).
- 1.2. The training is aimed at developing and strengthening the capacity of Civil Society Organizations (CSOs), as well as providing various training services to enable them to manage and deliver HIV and TB programs in an effective, accountable and sustainable manner.

2. BACKGROUND

- 2.1. The South Africa Global Fund Country Coordinating Mechanism (Global Fund CCM) is responsible for overseeing the implementation of HIV and TB programs funded by the Global Fund to Fight AIDS, TB, and Malaria (the Global Fund) in the country.
- 2.2. The Global Fund CCM has selected Beyond Zero as one (1) of the four (4) Principal Recipients (PRs) that will implement programs to be funded by the grant. Beyond Zero as a PR is implementing interventions that address the AIDS and TB epidemics in South Africa and focuses more specifically on the Prevention programs for Adolescent Girls and Young Women (AGYW), in and out of school; Comprehensive prevention programs for Men who have sex with other Men (MSM); Comprehensive prevention programs for Transgender (TG) people, and Community Systems Strengthening (CSS) programmes.
- 2.3. The Global Fund CCM decided that a PR should serve as a grants manager while sub-recipients (SRs) will be the main implementers of the programmes.
- 2.4. The CSS module has a capacity building and mentorship component for CSO's, to this effect Beyond Zero will provide capacity building to 170 CSO's that are led or work closely with people with TB, people living with HIV (PLHIV), key populations (sex workers, MSM, People Who Inject Drugs [PWID], and TG people as well as vulnerable groups, Adolescent and Young People (AYP), to build their capacity to manage, implement, report, monitor and evaluate quality combination prevention and linkage to care for HIV and TB programs, including support to increase their resource mobilization. Capacity Building, which includes, Training, Coaching and ongoing Mentoring support is a key component of this grant.
- 2.5. Beyond Zero is expected to provide a variety of Accredited and Non-Accredited trainings to CBOs and CSOs in the three (3) provinces it coordinates, namely, Free State, Limpopo and Eastern Cape over a three (3) year grant period.

3. OBJECTIVES

- 3.1. The objective of the project is to have CSO(s) who are better equipped to perform their function, ultimately leading to improved institutional performance and better service delivery to citizens.
- 3.2. Furthermore, the expected outputs of the training intervention include, but not limited to:
- i. Increased competence of participants;
 - ii. Improved performance of participants in the workplace; and
 - iii. Sustainable learning interventions.

4. AREA OF SPECILISATION

- 4.1. The service providers will be appointed according to their area of specialisation. To this effect, a service provider must choose the area of specialisation they are bidding for from the list provided in **Addendum 1**.
- 4.2. Below is the list of areas of specialisation that the service providers will be required to provide training on:

Table 1: Area of specialisation

Accredited Trainings

#	Training Area	Unit Standards	Notes	Credits
1	Accredited Basic Computer Skills	<p>MICSETA</p> <ul style="list-style-type: none"> • 117924: MSWord • 116937: MS Excel • 117923: MS PowerPoint • 116931: Graphical user interface and web browser <p style="text-align: center;">OR</p> <p>BANK SETA</p> <ul style="list-style-type: none"> • 258876 + 116940 + 116930 + 116945 + 117924 + 116931: <p>General Computer literacy, Word processing, email, Excel, internet browsing and Power point.</p>		<p style="text-align: center;">5</p> <p style="text-align: center;">5</p> <p style="text-align: center;">5</p> <p style="text-align: center;">4</p>
2	Accredited Financial Management	<p>ETDP SETA Unit Standards</p> <ul style="list-style-type: none"> • 117156: Interpret Basic Financial statements 		4

		<ul style="list-style-type: none"> • 252038: Prepare and manage a budget <p style="text-align: center;">OR</p> <p>Services SETA unit standards</p> <ul style="list-style-type: none"> • 242810: Manage Expenditure against a budget • 114738: Perform financial planning and control functions for a small business. 		5
				6
				6
3	Accredited HIV/ TB Prevention	<ul style="list-style-type: none"> • 116948: Develop a program that demonstrates effective ways of dealing with the effect of terminal and chronic illnesses particularly TB & HIV/AIDS in the workplace. <p style="text-align: center;">+</p> <ul style="list-style-type: none"> • 119721: Support marginalised, at risk and vulnerable individuals and groups and identify appropriate referral services. <p style="text-align: center;">OR</p> <ul style="list-style-type: none"> • 119560: Promote an awareness of Sexually Transmitted Infections (STIs) in the community. <p style="text-align: center;">+</p> <ul style="list-style-type: none"> • 117017: Provide information about Tuberculosis and directly observed treatment (DOTS) 	<ul style="list-style-type: none"> • 116948 + 119721 these need to be offered both to a total of 20 Credits. • SPs can either quote on 116948 + 119721 <p style="text-align: center;">OR</p> <p>119560+117017</p> <ul style="list-style-type: none"> • These also will be offered both to a total of 7 credits. 	12
				8
				4
				3
4	Accredited HTS	<p>HWSETA</p> <ul style="list-style-type: none"> • 252512: variety of counselling contexts <p style="text-align: center;">+</p> <ul style="list-style-type: none"> • 252532: Counselling and support to individuals infected or affected by HIV and AIDS <p style="text-align: center;">+</p> <ul style="list-style-type: none"> • 252533: Pre and Post Test Counselling 		12
				3
				5

5	Accredited Human Resource Management – Labour Legislation	ETDP Unit Standards: <ul style="list-style-type: none"> • 258097: Demonstrate understanding of the legislative framework governing collective bargaining. 	7
		+	
		Services /PSETA/MICT/SAS Seta <ul style="list-style-type: none"> • 12140: Recruit and select candidates to fill defined positions 	9
		OR	
		HWSETA/SAPSTC/ETDP SETA <ul style="list-style-type: none"> • 117870: Conduct targeted training and development 	10
		OR	
		<ul style="list-style-type: none"> • 258101: Understanding of the theory of collective bargaining. 	9
		OR	
		Services Seta <ul style="list-style-type: none"> • 116394: Implement and manage human resource and labour relations policies and acts 	9

Non-Accredited Trainings

#	Training Area
1	Non- Accredited Mental Health Awareness
2	Non-Accredited Adherence Support (Department of Health Content)
3	Non-Accredited Basic and Social Media Communication
4	Non-Accredited COVID 19 Awareness and Vaccination Advocacy
5	Non-Accredited CSO Strategic Planning: NSP Alignment
6	Non-Accredited GBV Lives (WHO Curriculum)
7	Non-Accredited Governance and Leadership
8	Non-Accredited Health Promotion (Department of Health Content)
9	Non-Accredited Human Right, Stigma and Discrimination (GF Curriculum)
10	Non-Accredited Monitoring and Evaluation
11	Non-Accredited Procurement and Supply Chain Management
12	Non-Accredited Programme Management
13	Non-Accredited Risk Management

#	Training Area
14	Non-Accredited RTQII (Department of Health Content)
15	Non-Accredited Social Enterprise Development
16	Non-Accredited Sustainability
17	Non-Accredited TB Early Identification and Screening
18	Non-Accredited Stepping Stones (SAMRC and Project Empower Content)

5. SCOPE OF WORK

- 5.1. The successful service providers will be expected to commence work on this assignment immediately following appointment. The training should be completed by periods stipulated under table three (3) below.
- 5.2. The successful service providers will conduct the training in any of the major cities and towns in each of the three (3) provinces, whereby two (2) participants will be trained per CSO on each of the identified trainings.
- 5.2.1. CSOs will select participants whose role in the organization is directly linked to the training and whose skills need to be improved to subsequently improve efficiency in the organization.
- 5.2.2. The table below summarizes the number of CSOs to be trained per province and the district where the CSOs are based including the major cities where trainings will be conducted.

Table 2: Number of participants and training locations

Province	Sub-district	No of CSOs	No of participants per training	Training location
Eastern Cape Province	<ul style="list-style-type: none"> • Alfred Nzo • OR Tambo • Buffalo City Municipality • Nelson Mandela Bay • Amathole 	65	130	East London or Mthatha or Gqeberha
Limpopo Province	<ul style="list-style-type: none"> • Capricorn • Sekhukhune • Mopani • Waterberg • Vhembe 	65	130	Polokwane
Free State Province	<ul style="list-style-type: none"> • Thabo - Mofutsanyana • Mangaung • Lejweleputswa 	40	80	Bloemfontein or Bethlehem

5.3. The successful service provider shall be able to conduct training as per the details below:

Table 3: CSS Trainings: February 2023 to March 2025

Name of Training	Duration	Phase 1: Estimated Time Period	Phase 2: Estimated Time Period
1. Non-Accredited CSO Strategic Planning: NSP Alignment	3 Days	Q4: February to March 2023	Q5: April to June 2023
2. Non-Accredited Governance and Leadership	3 Days		
3. Accredited Financial Management	3 Days		
4. Non-Accredited COVID 19 Awareness and Vaccination Advocacy	5 Days		
5. Non-Accredited Programme Management	3 Days	Q5: April to June 2023	Q6: July to Sept 2023
6. Non-Accredited Basic and Social Media Communication	2 Days		
7. Non-Accredited Monitoring and Evaluation	4 Days		
8. Non-Accredited Stepping Stones	4 Days		
9. Non- Accredited Procurement and Supply Chain Management	3 Days	Q6: July to September 2023	Q7: Oct to Dec 2023
10. Accredited Basic Computer Skills	5 Days		
11. Non-Accredited Human Right, Stigma and Discrimination (GF Curriculum)	5 Days		
12. Non- Accredited Risk Management	2 Days	Q7: October to December 2023	Q8: Jan to March 2024
13. Accredited HIV/ TB Prevention	5 Days		
14. Accredited HTS	10 Days (5 Days Theory and 5 Days Practicals)		
15. Non- Accredited Health Promotion	3 Days		

Name of Training	Duration	Phase 1: Estimated Time Period	Phase 2: Estimated Time Period
16. Non-Accredited GBV Lives (WHO Curriculum + Master trainers certificate required)	2 Days	Q8: January to March 2024	Q9: April to June 2024
17. Non-Accredited TB Early Identification and Screening	3 Days		
18. Accredited Human Resource Management – Labour Legislation	4 Days	Q9: April to June 2024	Q10: July to September 2024
19. Non-Accredited Social Enterprise Development	3 Days		
20. Non- Accredited Mental Health Awareness	5 Days		
21. Non-Accredited RTQII	3 Days		
22. Non-Accredited Adherence Support	2 Days		
23. Non-Accredited Sustainability	3 Days		

- 5.4. The successful service providers will conduct face-to-face training sessions.
- 5.5. The successful service providers shall provide high quality assured approved learning and facilitation materials.
- 5.6. The successful service providers will be supervised by the CSS Manager and CSS Capacity Building Training Manager, who will work closely with the service providers to discuss the work and review progress and performance on deliverables and timelines.
- 5.7. The successful service providers shall deploy facilitators that are conversant with local languages in line with the targeted provinces.
- 5.8. The successful service providers shall prepare and provide stationery, training manuals, programme evaluations, attendance certificates and reports for all trainings.
- 5.9. The successful service providers shall provide their own work tools (laptop, cell phone, airtime /data, and other basic work tools related to the consultancy), travel logistics and accommodation.
- 5.10. Beyond Zero will be responsible for the venue and catering arrangements for the participants.

6. EXPECTED DELIVERABLES

6.1. Service provider must:

- 6.1.1. Provide learners with appropriate learning materials (print and distribute learning materials) for each training areas they are conducting.
- 6.1.2. Prepare and provide pre and post-test questionnaires for each training.
- 6.1.3. Conduct pre and post-training assessments for all trainings.
- 6.1.4. Deliver trainings according to set objectives.
- 6.1.5. Submit registers for all trainings.
- 6.1.6. Administer post training evaluation and analysis which must be part of the final report.
- 6.1.7. Prepare and submit training reports to Beyond Zero following the end of each training conducted. (A template will be provided). The report must demonstrate the efficacy and impact of the training by attributing and linking the training results to training objectives.
- 6.1.8. Print and issue certificates of attendance/ participation at the end of each training. (A template will be provided).
- 6.2. For all accredited trainings, service providers are expected to coordinate the issuing of Statement of Results (SoR) by the relevant SETAs and deliver these to Beyond Zero.

7. REQUIREMENTS

- 7.1. The successful service providers must have experience and understanding of the donor environment and the management of donor grants both international and local donor grants.
- 7.2. The successful service providers must have prior experience in delivering similar GF grant trainings for CSOs and civil society organizations / adult learners from CSO.
- 7.3. The successful service providers must have experience in optimizing organizational growth and performance of civil society organizations.
- 7.4. The successful service providers must have experience in mentoring organisations.

8. RESPONSE REQUIREMENTS

- 8.1. The service provider must mark in Addendum 1 which training they are bidding for that they are qualified and capable to provide and also populate all the other information required.
- 8.2. The service provider must attach **relevant accreditation as indicated on table 1** for the company on each individual area of expertise they are bidding for as they have marked on Addendum 1. For GBVLIVES, Stepping Stones and Human Rights, the service provider must attach the WHO Master Trainers Certificate for the Project lead to ensure that quality is not compromised.

- 8.3. As a minimum requirement the service provider must submit a minimum of one (1) written relevant contactable reference (contact name, position, contact number and email address) for each area of expertise they are bidding for. The reference letter must be in the client's company letterhead and must not be older than five (5) years.
- 8.4. Service providers must provide a detailed proposal of the methodology/ approach to be used to carry out the scope of work. Service providers should demonstrate their knowledge and how they will deliver this project in line with the scope of work, include a detailed project plan with specific timeframes and deliverables, clearly outline the process to be followed in learner registration, issue of SoR and certification in view of the short timeframe that the training should be provided.
- 8.5. **IMPORTANT:** Required documents to be submitted -must be marked (name the document on the cover/front page for every document) as shown in the cover page of this ToR. Documents listed in the table must be submitted as one pdf file and, in the order shown. Insert a blank page, with appropriate label & mark it "NOT SUBMITTED" to indicate documents not submitted. Beyond Zero will not be held responsible for documents delayed or misplaced during file transmission.
- 8.6. Joint ventures and sub-contracting for the accredited courses will not be accepted.
- 8.7. It is a mandatory requirement that the supplier attends a compulsory briefing meeting.
- 8.8. The following must be noted as part of the pricing proposal:
 - i. The service provider should provide rates /quotation which will be applied for the duration of this assignment.
 - ii. Payment will be based on review and acceptance of the completed deliverables presented with required service providers paperwork /supporting documents.
 - iii. Some deliverables require final approval /sign-off by multiple stakeholders. If several revisions are required to produce acceptable quality, costs of these revisions are to be borne by the service provider.
 - iv. Beyond Zero will request a quotation and confirm assignment by issuing a written confirmation /acceptance of quotation before the assignment is undertaken.

9. EVALUATION CRITERIA

The evaluation of proposals will be managed by an Evaluation Committee which will prepare a shortlist of applicants that meet the eligibility for appointment. The evaluation process will be conducted according to the following stages:

- **Stage 1:** Assessment of administrative compliance. Applications that do not comply may not be evaluated further.
- **Stage 2:** Assessment on mandatory requirements evaluation. Applications that do not comply may not be evaluated further.
- **Stage 3:** Assessment on functionality/technical evaluation criteria competency focusing on the ability to fulfil the required scope of work. Service providers need to achieve a score of at least 70 out of 100 points to progress further.
- **Stage 4:** The final stage of evaluation will be the application of the preference points system price at 80 points and B-BBEE 20 points.

9.1. **Stage 1: Eligibility Evaluation**

Table 4: Eligibility evaluation Stages

CRITERIA	Document Number	SUB-CRITERIA	Comply/Not Comply
Eligibility	Schedule 1	CIPC Registration Documents	
	Schedule 2	SARS Tax Clearance Status/pin	
	Schedule 3	Valid VAT registration certificate /Notice of Vat Registration	
	Schedule 4	Valid BBB-EE Certificate / Sworn affidavit (from SANAS Accredited Verification Agency)	
	Schedule 5	Signed Global Fund Code of Conduct for Suppliers of Services	
	Schedule 6	Completed and signed bid document	
	Schedule 7	Certified copy of Directors ID (certification date must not be older than 6 months)	
			Compulsory Tender Briefing attendance Evidence Required: The service provider must attend a virtual tender briefing sessions and a Microsoft teams register will be used as proof of attendance

9.2. **Stage 2: Mandatory Requirements Evaluation**

Table 5: Mandatory Requirements

Document Number	Description	Comply/ Not Comply
Schedule 8	<p>SETA Accreditation for each area of expertise</p> <p>The service provider must have accreditation with the relevant SETAs as indicated on table 1 for each of the accredited trainings they are bidding for.</p> <p>Evidence required: The service provider must attach certified copies of accreditation with the relevant SETA for the training company for each individual area of expertise they are bidding for as they have marked on Addendum 1. For GBVLIVES, Stepping Stones and Human Rights, the service provider must attach the Master Trainers Certificate from the relevant body.</p>	
Schedule 9	<p>Course Outline</p> <p>The service provider must provide a brief course outline entailing the course description, learning objectives/, assessments (Assessment Overview and Assessment Plan) and instructional strategies.</p> <p>Evidence required: The service provider must provide a course outline for each of the trainings they are bidding for.</p>	
Schedule 10	<p>Facilitator’s Language Proficiency (Addendum 2)</p> <p>The facilitator(s) that the service provider will deploy to conduct the training in each of the provinces must be proficient in the following languages spoken in the three (3) provinces:</p> <ul style="list-style-type: none"> • Eastern Cape – IsiXhosa and/or Afrikaans • Free State – Sesotho and/or Afrikaans • Limpopo - Sepedi and/or Tshivenda and/or Xitsonga <p>Evidence required: The service provider must complete and attach the table provide on Addendum 2.</p>	

Document Number	Description	Comply/ Not Comply
	Note: One facilitator can be proposed to conduct training in multiple provinces if they are conversant in the languages in those provinces.	

9.3. **Stage 3: Functionality/Technical Evaluation Criteria**

Only service providers who score **70 points** or more in stage 3 will be evaluated further in stage 4 and therefore eligible for further evaluation.

Table 6: Functionality/technical Evaluation

Criteria	Document Number	Description	Weighting
Methodology <i>(5-page Proposal)</i>	Schedule 11	<p>The service provider must provide a detailed proposal of the methodology/ approach to be used to carry out the scope of work.</p> <p>The service provider must demonstrate their knowledge and how they will deliver this project in line with the scope of work, include a detailed project plan with specific timeframes and deliverables, clearly outline the process to be followed in learner registration, issue of SoR and certification in view of the short timeframe that the training should be provided.</p> <p>Excellent: Satisfies the requirements The response is comprehensive, unambiguous and demonstrates a thorough understanding of the requirement and provides details of how the requirement will be met in full = 30 points</p> <p>Acceptable: Satisfies the requirement. The response shows an acceptable level of understanding of the requirement and</p>	30

Criteria	Document Number	Description	Weighting
		<p>provides some satisfactory level of details on how the requirements will be fulfilled = 20 points</p> <p>Serious Reservations: Satisfies the requirement with serious reservations. The response addresses some elements of the requirement but contains insufficient/limited detail or explanation to demonstrate how the requirement will be fulfilled = 10 points</p> <p>Unacceptable: Does not meet the requirement. Does not comply and/or insufficient information provided = 0 points</p>	
<p>Company Reference Letters</p>	<p>Schedule 12</p>	<p>The service provider must provide contactable references on Addendum 1, and one (1) of the reference must be written contactable reference letters of recent and current projects.</p> <p>Reference must not be older than five (5) years, and the written reference must be submitted on the letterhead of the previously serviced clients and should at least reflect name of the clients, title of the related work conducted, contactable reference name and contact number and signed by the appropriate delegate.</p> <p>Scoring Matrix</p> <p>Three (3) contactable references provided on addendum 1, which includes (1) written reference letter attached = 30 points</p> <p>Two (2) contactable references provided on addendum 1, which includes one (1) being</p>	<p>30</p>

Criteria	Document Number	Description	Weighting
		<p>a written reference letter attached = 20 points</p> <p>One (1) written reference letter = 10 points</p> <p>No reference letter attached = 0 points</p>	
<p>Facilitator Qualifications, Experience and reference letter</p>	<p>Schedule 13</p>	<p>The facilitator must have a qualification in education studies or other related fields.</p> <p>The service provider must attach certified copies of qualifications for the facilitator, not older than six (6) months.</p> <p>Scoring Matrix:</p> <p>Certified copy of honour's degree (SAQA NQF level 8) in the fields indicated above = 20 points</p> <p>Certified copy of bachelor's degree (SAQA NQF level 7) in the fields indicated above = 15 points</p> <p>Certified copy of National Diploma (SAQA NQF level 6) in the fields indicated above = 10 points</p> <p>Less than a diploma or no certified qualifications submitted = 0 points</p>	<p>20</p>
		<p>The service provider must attach a brief Curriculum Vitae (CV) for the facilitator indicating relevant years of experience conducting training or workshops in the identified areas of specialisation.</p> <p>Five (5) years' relevant experience and more = 15 points</p> <p>Four (4) years' relevant experience = 10 points</p> <p>Three (3) years' relevant experience = 7.5 points</p> <p>Two (2) years' relevant experience = 5 points</p>	<p>15</p>

Criteria	Document Number	Description	Weighting
		Less than two (2) years' experience = 0 points	
		The service provider must provide the facilitators written contactable reference letter of recent and current projects for all the non-accredited trainings they are bidding for. 1 written reference letter provided = 5 points No written reference letter provided = 0 point	5

Service providers obtaining a minimum of at least 70 out of 100 points of the technical competency requirements will be evaluated further on Price & BBEE.

9.4. Stage 4: Price And B-BBEE Evaluation

Service Providers that have successfully scored 70 points and above in the Functionality/Technical evaluation stage will be evaluation on stage 3 (Price and B-BBEE).

The service providers' tender response will be evaluated based on a combination of price and BBEE in accordance with the ratios set out below for each training:

Price and B-BBEE	Weighting
Price	80
B-BBEE	20
Total	100

Price evaluations will be conducted using the following formula:

$$\text{Lowest bid price} = 80$$

$$\text{Price under calculation} = 80 \left(1 - \frac{\text{Price under consideration} - \text{Lowest bid price}}{\text{Lowest bid price}} \right)$$

BBEE evaluations will be conducted in accordance with the following table:

B-BBEE Status	Number of Points (80/20 system)
Level 1	20
Level 2	18
Level 3	12
Level 4	10
Level 5	8
Level 6	6
Level 7	4
Level 8	1
Non-compliant	0

10. PRICING SCHEDULE

Service providers to refer to the pricing schedule provided Annexure A.

Service providers to populate the table below:

#	Area	Please select (P) the province which you are bidding for and attach proof			SETA Accreditation <i>Please mark (✓) and attach proof</i>	Client reference contact details <i>Please populate & attach reference letter as proof</i>	Client reference contact details <i>Please populate & attach reference letter as proof</i>	Client reference contact details <i>Please populate & attach reference letter as proof</i>
		Eastern Cape	Free State	Limpopo				
1	Accredited Basic Computer Skills					Client Name: Contact person: Contract No: Email:	Client Name: Contact person: Contract No: Email:	Client Name: Contact person: Contract No: Email:
2	Accredited Financial Management					Client Name: Contact person: Contract No: Email:	Client Name: Contact person: Contract No: Email:	Client Name: Contact person: Contract No: Email:
3	Accredited HIV/ TB Prevention					Client Name: Contact person: Contract No: Email:	Client Name: Contact person: Contract No: Email:	Client Name: Contact person: Contract No: Email:
4	Accredited HTS					Client Name: Contact person: Contract No: Email:	Client Name: Contact person: Contract No: Email:	Client Name: Contact person: Contract No: Email:
5	Accredited Human Resource Management – Labour Legislation					Client Name: Contact person: Contract No: Email:	Client Name: Contact person: Contract No: Email:	Client Name: Contact person: Contract No: Email:



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#	Area	Please select (P) the province which you are bidding for and attach proof			SETA Accreditation <i>Please mark (✓) and attach proof</i>	Client reference contact details <i>Please populate & attach reference letter as proof</i>	Client reference contact details <i>Please populate & attach reference letter as proof</i>	Client reference contact details <i>Please populate & attach reference letter as proof</i>
		Eastern Cape	Free State	Limpopo				
6	Non- Accredited Mental Health Awareness				N/A	Client Name: Contact person: Contract No: Email:	Client Name: Contact person: Contract No: Email:	Client Name: Contact person: Contract No: Email:
7	Non-Accredited Adherence Support				N/A	Client Name: Contact person: Contract No: Email:	Client Name: Contact person: Contract No: Email:	Client Name: Contact person: Contract No: Email:
8	Non-Accredited Basic and Social Media Communication				N/A	Client Name: Contact person: Contract No: Email:	Client Name: Contact person: Contract No: Email:	Client Name: Contact person: Contract No: Email:
9	Non-Accredited COVID 19 Awareness and Vaccination Advocacy				N/A	Client Name: Contact person: Contract No: Email:	Client Name: Contact person: Contract No: Email:	Client Name: Contact person: Contract No: Email:
10	Non-Accredited CSO Strategic Planning: NSP Alignment				N/A	Client Name: Contact person: Contract No: Email:	Client Name: Contact person: Contract No: Email:	Client Name: Contact person: Contract No: Email:
11	Non-Accredited GBV Lives (WHO Curriculum)				N/A	Client Name: Contact person: Contract No:	Client Name: Contact person: Contract No:	Client Name: Contact person: Contract No:



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#	Area	Please select (P) the province which you are bidding for and attach proof			SETA Accreditation	Client reference contact details	Client reference contact details	Client reference contact details
		Eastern Cape	Free State	Limpopo	Please mark (✓) and attach proof	Please populate & attach reference letter as proof	Please populate & attach reference letter as proof	Please populate & attach reference letter as proof
						Email:	Email:	Email:
12	Non-Accredited Governance and Leadership				N/A	Client Name: Contact person: Contract No: Email:	Client Name: Contact person: Contract No: Email:	Client Name: Contact person: Contract No: Email:
13	Non-Accredited Health Promotion				N/A	Client Name: Contact person: Contract No: Email:	Client Name: Contact person: Contract No: Email:	Client Name: Contact person: Contract No: Email:
14	Non-Accredited Human Right, Stigma and Discrimination (GF Curriculum)				N/A	Client Name: Contact person: Contract No: Email:	Client Name: Contact person: Contract No: Email:	Client Name: Contact person: Contract No: Email:
15	Non-Accredited Monitoring and Evaluation				N/A	Client Name: Contact person: Contract No: Email:	Client Name: Contact person: Contract No: Email:	Client Name: Contact person: Contract No: Email:
16	Non-Accredited Procurement and Supply Chain Management				N/A	Client Name: Contact person: Contract No: Email:	Client Name: Contact person: Contract No: Email:	Client Name: Contact person: Contract No: Email:



Beyond Zero

#	Area	Please select (P) the province which you are bidding for and attach proof			SETA Accreditation	Client reference contact details	Client reference contact details	Client reference contact details
		Eastern Cape	Free State	Limpopo	<i>Please mark (✓) and attach proof</i>	<i>Please populate & attach reference letter as proof</i>	<i>Please populate & attach reference letter as proof</i>	<i>Please populate & attach reference letter as proof</i>
17	Non-Accredited Programme Management				N/A	Client Name: Contact person: Contract No: Email:	Client Name: Contact person: Contract No: Email:	Client Name: Contact person: Contract No: Email:
18	Non-Accredited Risk Management				N/A	Client Name: Contact person: Contract No: Email:	Client Name: Contact person: Contract No: Email:	Client Name: Contact person: Contract No: Email:
19	Non-Accredited RTQII				N/A	Client Name: Contact person: Contract No: Email:	Client Name: Contact person: Contract No: Email:	Client Name: Contact person: Contract No: Email:
20	Non-Accredited Social Enterprise Development				N/A	Client Name: Contact person: Contract No: Email:	Client Name: Contact person: Contract No: Email:	Client Name: Contact person: Contract No: Email:
21	Non-Accredited Sustainability				N/A	Client Name: Contact person: Contract No: Email:	Client Name: Contact person: Contract No: Email:	Client Name: Contact person: Contract No: Email:
22	Non-Accredited TB Early Identification and Screening				N/A	Client Name: Contact person: Contract No:	Client Name: Contact person: Contract No:	Client Name: Contact person: Contract No:



Beyond Zero

#	Area	Please select (P) the province which you are bidding for and attach proof			SETA Accreditation	Client reference contact details	Client reference contact details	Client reference contact details
		Eastern Cape	Free State	Limpopo	<i>Please mark (✓) and attach proof</i>	<i>Please populate & attach reference letter as proof</i>	<i>Please populate & attach reference letter as proof</i>	<i>Please populate & attach reference letter as proof</i>
						Email:	Email:	Email:
23	Non-Accredited Stepping Stones				N/A	Client Name: Contact person: Contract No: Email:	Client Name: Contact person: Contract No: Email:	Client Name: Contact person: Contract No: Email:

Facilitator Details				
Name and Surname				
ID Number				
Email Address				
Trainings to Facilitate				
Please select (✓) the province in which the facilitator will be conducting training				
Eastern Cape	▪			
Free State	▪			
Limpopo	▪			
Language Proficiency				
Language	Speak	Understand	Read	Write
English				
IsiZulu				
IsiXhosa				
Afrikaans				
Sepedi				
Sesotho				
Setswana				
Tshivenda				
Xitsonga				
Qualifications				
Description	Year Obtained		NQF Level	
SETA(s) unit standard(s) accreditation	Yes		No	
If yes, please complete the table below and attach proof of registration per SETA				
SETA	Unit Standard(s) Registered for	Capacity (e.g., Assessor, Moderator)		

The service provider may duplicate this page to populate other facilitators information.