



public enterprises

Department:
Public Enterprises
REPUBLIC OF SOUTH AFRICA

**REQUEST FOR QUOTATIONS (RFQ)
RFQ SCM 59/2022-2023**

**REQUEST FOR QUOTATION (RFQ):
TRAINING OF 10 OFFICIALS ON STRATEGIC CAPABILITY AND LEADERSHIP**

CLOSING DATE: 8 JULY 2022

TIME: 11:00

Course content

- Strategic thinking skills required by a manager
- Overall strategies of government
- Performance reporting as required in the public service
- Task execution and innovation
- Current theories of leadership
- Strategic planning as an academic discipline within the context of knowledge management

Learning outcomes

- understand and apply strategic thinking skills
- understand and apply strategies of government
- master the techniques of performance reporting
- lead in task execution and innovation
- discuss and apply selected current theories of leadership and understand the rise and fall of strategic planning.

- The course should place emphasizes the process of strategic thinking within the public sphere, implementing strategic planning and reporting, as well as executing tasks aligned with government strategies that are in line with the most current theories of management and leadership locally and internationally

- The course should be aligned with the Senior Management Service (SMS) Competency Framework to acquire the appropriate core competency skills set on a senior manager level.

NB. venue and catering for the delegates will be provided for by the DPE.

4.1. Specification

List of detailed specification as above and refer to the pricing schedule attached as **Annexure A**

5. MANDATORY REQUIREMENT

The service provider must be registered with the any educational body and proof of registration must be submitted.

6.3.1. Other matters

- a) DPE reserves the right not to enter any relationship and no correspondence pertaining to submissions will be entered.
- b) If DPE does not accept any proposal, it will declare this RFQ/ RFP call process closed and may then elect to:
 - i. Proceed on a completely different basis; and
 - ii. Not to appoint any respondent in the event it deems proposals not appropriate.

6.3.2. DPE will not accept any responsibility for costs incurred by bidders in preparing and submitting proposals.

6.3.3. DPE reserves the right to engage in processes to validate all claims made in the proposal.

6.3.4. DPE reserves the right to cancel the award if it is determined that the supplier/service provider recommended for award, has engaged in corrupt or fraudulent activities in competing for the contract in question. For the purposes of this RFQ/ RFP, "fraudulent practice" means a misrepresentation of facts in order to influence a selection process or the execution of a contract to the detriment of the accounting officer/authority and includes collusive practices among bidders/contractors (prior to or after submission of proposals) designed to establish prices at artificial, non-competitive levels and to deprive the accounting officer/authority of the benefits of free and open competition.

7. PAYMENT STRUCTURE

7.1. DPE undertakes to pay in full within thirty (30) days, all valid claims for work done to its satisfaction upon presentation of a substantiated claim/invoice.

7.2. Payments will only be made on the basis of the work completed (milestones/ deliverables) as per the project implementation plan to be agreed at the inception of the project.

8. GENERAL

Below are compulsory requirements for this service:

ANNEXURE A

PRICING SCHEDULE (Professional Products and Services or other)

Note:

- 1 Bidder must complete the pricing as per the table below and provide quotation of company's letterhead.
- 2 All pricing will be according to the Scope of work

The following pricing schedule needs to be completed in line with the required deliverables (where applicable) and return a part of the tender submission.

Service line	Service / Item Description	Quantity	Unit Price	Total cost
1.	Strategic Capability and Leadership	10 delegates		
	TOTAL EXCLUDING VAT			
	VAT			

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state? **YES/NO**

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

2.2 Do you, or any person connected with the bidder, have a relationship

¹ the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

.....
.....

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

2.3.1 If so, furnish particulars:

.....
.....

3 DECLARATION

I, _____ the _____ undersigned, (name)..... in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring

² Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

- 3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....
Signature	Date
.....
Position	Name of bidder