



REQUEST FOR INFORMATION (RFI)

RFP NUMBER:	RFI/SASSETA/24252220
DESCRIPTION:	Procurement of a service provider to undertake supplier and enterprise development initiatives until 31 March 2025
PUBLISH DATE:	15 July 2024
CLOSING DATE:	23 July 2024
CLOSING TIME:	15h00 am
COMPULSORY BRIEFING SESSION DATE	N/A
RFI RESPONSES MUST BE SUBMITTED ELECTRONICALLY	Responses are to be submitted electronically via email to lhloambe@sasseta.org.za
ATTENTION:	Ms. Lebo Hlombe

1. INTRODUCTION AND BACKGROUND

- 1.1. The Safety and Security Sector Education and Training Authority (SASSETA) is a public entity listed in schedule 3A of the Public Finance Management Act (PFMA) and was established in terms of the Skills Development Act (SDA), Act 97 of 1998. In terms of its function, the SASSETA must perform in accordance with the Skills Development Act, the Skills Development Levies Act (SDLA), the PFMA, any other relevant legislation and the Constitution.
- 1.2. SASSETA's vision is to empower small medium and micro enterprises (SMMEs) by implementing Enterprise and Supplier Development initiatives. These initiatives aim to promote economic transformation through the development of enterprises and suppliers technical, business and management skills.

2. PURPOSE OF THE REQUEST FOR INFORMATION AND SPECIFICATION

- 2.1. The key objective of this RFI is to request information from experienced companies that have the capacity and capabilities to undertake supplier and enterprise development initiatives until 31 March 2025
- 2.2. The focus area will be as follows:

2.2.1. Administratively: The service provider to indicate:

- 2.2.1.1. the entity/ies where they are previously/currently providing this service
- 2.2.1.2. the contract period per entity

2.2.2. Functionality: The service provider to indicate:

- 2.2.2.1. the types of initiatives available to SASSETA within the remaining period in the current financial year and ensuing years
- 2.2.2.2. mode of delivery of the initiatives (face to face/virtual, etc.)
- 2.2.2.3. what is the recruitment strategy for suppliers in the market
- 2.2.2.4. How many suppliers/enterprises can be accommodated per initiative
- 2.2.2.5. What is the duration of each initiative
- 2.2.2.6. What is the pricing structure per initiative
- 2.2.2.7. What are the pros/cons of these initiatives if any
- 2.2.2.8. What are the lessons learned from previous implementations
- 2.2.2.9. Recommendations

3. DOCUMENTS TO BE SUBMITTED BY THE CLOSING DATE AND TIME

- 3.1. Cover letter
- 3.2. National Treasury Central Supplier Database (CSD) registration document
- 3.3. Comprehensive company profile
- 3.4. Response to the focus area indicated on 2.2.1 to 2.2.2 above.

4. PRESENTATION DETAILS

- 4.1. Interested service providers will be required to make virtual presentations of their business offering to SASSETA via MS Teams. (Link for the meeting will be provided after the closing date)

4.2. Presentation to take place on the 25 July 2024. Time and the link to the meeting will be provided after the closing date.

5. TERMS AND CONDITIONS

5.1. This RFI does not constitute a commitment, implied or otherwise.

5.2. SASSETA will not be responsible for or pay for any expenses or losses which the supplier may incur in the preparation of this RFI.