

**CONSTRUCTION EDUCATION AND TRAINING AUTHORITY
(CETA)**

**REQUEST FOR PROJECT PROPOSALS: CETA DISCRETIONARY
FUNDING**

17 October 2011

INTRODUCTION AND BACKGROUND

The Construction Education and Training Authority (CETA) is a Schedule 3A Public Entity established in April 2000 in terms of the Skills Development Act, No.97 of 1998 to ensure accredited training and skills development in the construction sector.

The CETA has an obligation to fund projects aimed at achieving the goals of South Africa's third National Skills Development Strategy (NSDS 3) and its own objectives as captured in its Strategic Plan.

PROJECTS FOR FUNDING

In the light of the introduction and background above the CETA invites prospective service providers to submit proposals to assist it deliver on its mandate, with specific reference to the following:

PROJECT 001/11-12

Training of public FET Colleges' staff in assessment and moderation

PROJECT 002/11-12

Establishment or enhancement of Construction Departments in public FET Colleges

PROJECT 003/11-12

Internships for graduates of public FET Colleges

PROJECT 004/11-12

Recognition of Prior Learning

PROJECT 005/11-12

Placement of learners from universities and universities of technology for experiential learning in the workplace

PROJECT 006/11-12

Candidacy programmes to culminate in the professional registration of candidates in the following professions:

- 6.1 Architecture
- 6.2 Civil Engineering
- 6.3 Construction Management
- 6.4 Project Management
- 6.5 Quantity Surveying

PROJECT 007/11-12

Learning Material Development

PROJECT 008/11-12

Mentorship in Workplaces

PROJECT 009/11-12

Training of Artisans through Apprenticeships in the following trades:

- 9.1 Bricklaying
- 9.2 Carpentry
- 9.3 Electrical Construction
- 9.4 Painting and Decor
- 9.5 Plastering
- 9.6 Plumbing
- 9.7 Tiling

PROJECT 010/11-12

Learnerships in:

- 10.1 Building and Civil Construction NQF Level 3
- 10.2 Community House Building NQF Level 2
- 10.3 Electrical Engineering: Electrical Construction NQF Level 2, NQF Level 3 and NQF Level 4
- 10.4 Construction Health and Safety NQF Level 3
- 10.5 Construction Roadworks NQF Level 2 and NQF Level 3
- 10.6 Plant Operations NQF Level 2
- 10.7 Supervision of Construction Processes NQF Level 4

PROJECT 011/11-12

Trade testing in:

- 11.1 Bricklaying

11.2 Carpentry

11.3 Electrical Construction

11.4 Painting and Decor

11.5 Plastering

11.6 Plumbing

11.7 Tiling

PROJECT 012/11-12

PIVOTAL Programmes

PROJECT 013/11-12

Short Skills Programmes based on the following Qualifications and as per the Unit Standards reflected:

13.1 National Certificate: Construction Material Manufacturing as follows:

UNIT STANDARDS:

	ID	UNIT STANDARD TITLE	NQF LEVEL	CREDITS
Core	<u>9914</u>	Handle and care for materials	3	12
Core	<u>8016</u>	Maintaining occupational health, safety and general housekeeping	3	8
Core	<u>9913</u>	Perform first line maintenance	3	14
Elective	<u>7547</u>	Operate a personal computer system	2	6
Elective	<u>9883</u>	Adjust and maintain production machinery	3	30
Elective	<u>14599</u>	Manufacture clay/refractory brick products	3	20
Elective	<u>14625</u>	Manufacture concrete products	3	10
TOTAL NUMBER OF CREDITS				100

13.2 Further Education and Training Certificate: Plumbing, as follows:

UNIT STANDARDS:

	ID	UNIT STANDARD TITLE	NQF LEVEL	CREDITS
Core	<u>244498</u>	Install, maintain and test below ground drainage systems	4	14
Core	<u>244507</u>	Install, maintain and test cold water supply systems	4	14
Core	<u>244496</u>	Install, maintain and test hot water supply systems	4	12
Core	<u>244495</u>	Install, maintain and test rainwater Systems	4	5
Elective	<u>244499</u>	Install and maintain solar water heating systems	4	10
Elective	<u>244494</u>	Perform specialised fault-finding and repairs to plumbing systems	4	12
TOTAL NUMBER OF CREDITS				67

13.3 General Education and Training Certificate: Construction (In lieu of ABET), as follows:

UNIT STANDARDS:

	ID	UNIT STANDARD TITLE	NQF LEVEL	CREDITS
Core	<u>13973</u>	Identify and use protective clothing and equipment in general construction	Level 1	4
Core	<u>12877</u>	Use and maintain Hand tools on a Construction Site	Level 1	4
Fundamental	<u>14084</u>	Demonstrate an understanding of and use the numbering system	Level 1	1
Fundamental	<u>12462</u>	Engage in a range of speaking and listening interactions for a variety of purposes	Level 1	6
Elective	<u>14897</u>	Adhere to health and safety requirements	Level 1	3
Elective	<u>12878</u>	Use and maintain Power Hand Tools on a construction Site	Level 1	5
Elective	<u>9966</u>	Establish and prepare a work area	Level 2	4
TOTAL NUMBER OF CREDITS				27

PROJECT 014/11-12

Establishment of Skills Development Centres

Terms of Reference on the CETA Website.

PROJECT 015/11-12

CETA Provider Monitoring and Evaluation

Terms of Reference on the CETA Website.

PROJECT 016/11-12

**Development of a Construction Sector Skills Plan (SSP) and Career Guide
(for the years 2012 to 2016)**

Terms of Reference on the CETA Website.

PROJECT 017/11-12

**Development and Delivery of a Skills Development Empowerment
Programme for CETA-related Unions**

Terms of Reference on the CETA Website.

PROJECT 018/11-12

**New CETA Project Management Unit Establishment and Management
Support**

Terms of Reference on the CETA Website.

PROJECT 019/11-12

**Review and Auditing of current CETA Core Business Policies and
Procedures, as follows:**

19.1 Research Policy

19.2 Quality Assurance Forms, Guidelines, Policies and Procedures

19.3 Moderation Instruments

19.4 Monitoring Instruments

- 19.5 Provider Non-Compliance Action Plan
- 19.6 Internship Application Forms and Contracts
- 19.7 Site Visit Reporting Template
- 19.8 Learnership Policy
- 19.9 Procedures for Learnerships
- 19.10 Learnership Registration Process Flow
- 19.11 Learnership Agreement Template
- 19.12 Learnership Contract of Employment Template
- 19.13 Learnership Implementation and Monitoring Form
- 19.14 Mandatory Grant Policy
- 19.15 Discretionary Grant Policy
- 19.16 Skills Programmes Policy
- 19.17 Procedures for Skills Programmes
- 19.18 Procedures for Apprenticeships
- 19.19 Guidelines on Workplace Experience Placement
- 19.20 Bursary Policy

Terms of Reference on the CETA Website.

EVALUATION CRITERIA

Please note that the evaluation of your proposal will be conducted in two stages:

Stage 1

An assessment of **Functionality** will be done using the evaluation criteria noted in the table below. Each of the evaluation criteria in the table will carry a weighting as indicated, and you will be required to score a minimum of 75 points (out of the 100 points), i.e. 75%, for Functionality in order to qualify to proceed to stage two.

The Functionality criteria in the table below are a collation of – and not necessarily exactly the same as – key questions in the Project Proposal Form and will be used as evaluation criteria for functionality (Please do not change the questions in the Project Proposal Form):

No.	Criteria for evaluation of functionality	Weight of criteria
1	Reputation and previous experience in similar assignments	10
2	Cost-effectiveness and financial allocations	15
3	Overall capacity, including qualifications and experience of relevant personnel	15
4	Turnover time	5
5	Responsiveness to CETA agenda	5
6	Responsiveness to disadvantage and marginalization	10
7	Impact on CETA targets	10
8	Recruitment strategies	5
9	Exit strategy	15
10	Value-added services	10
	TOTAL	100

Stage 2

If you attained 75 points/percent or more in Stage 1 you will now be evaluated for **Price** in terms of the **80/20 preference point system**, where 80 points will be for **Price** and 20 points will be for your **HDI status**. The points scored in respect of B-BBEE contribution (i.e. HDI status) will be added to the points scored for price.

The following formula will be used to calculate the points for **Price**:

$$Ps = 80 \left\{ 1 - \frac{(Pt - P \text{ min})}{P \text{ min}} \right\}$$

Where

Ps = Points scored for comparative price of proposal or quotation under consideration

Pt = Comparative price of proposal or offer under consideration

P min = Comparative price of lowest acceptable proposal or offer

Points for your **HDI status** will be awarded as follows:

Equity ownership by persons who had no franchise in the national elections before 1994:	10 points
Equity ownership by women:	5 points
Equity ownership by people with disability:	<u>5 points</u>
Total	20 points

SUBMISSION OF APPLICATIONS

Interested parties must complete, **electronically and in PDF Format**, the **CETA PROJECT PROPOSAL FORM** and email, **in the form of an email attachment**, the completed version to the CETA Supply Chain Administrator, at **cetaprojects@gmail.com**

Please programme your email message to indicate to you once it is read by the CETA Supply Chain Administrator.

5 hard copies of the required documents must be submitted, **via courier or by hand**, to the CETA as follows:

Attention:

CETA Supply Chain Administrator
Unit No. 5
Midrand Business Park
563 Old Pretoria Main Road
MIDRAND

PLEASE MAKE SURE THAT RECEIPT OF YOUR HARD COPIES IS ACKNOWLEDGED VIA THE RECIPIENT'S NAME AND SIGNATURE AS WELL AS THE DATE AND TIME RECEIVED, FOR YOUR RECORDS.

All enquiries pertaining to this request for proposals must be directed to Mr Francis Lamola at 011 265 5900/09 or Ms Nomvula Kubheka at 011 265 5900/23 **during office hours (08h00 to 16h30).**

The closing date for the submission of electronic applications is 12 midnight (i.e. 24h00) on MONDAY 28 NOVEMBER 2011.

Hard copies (i.e. Annexures and Applicant's Declaration) must be submitted by latest 16h30 on TUESDAY 29 NOVEMBER 2011.

Should the electronic application arrive after 12 midnight (i.e. 24h00) on MONDAY 28 NOVEMBER 2011 both the electronic application and the hard copies will be disqualified.

SUCCESS OR FAILURE OF APPLICATION

Successful applicants will be notified by Wednesday 15 December 2011. If the CETA does not contact you about your application by then please consider your application unsuccessful.

TERMS AND CONDITIONS

All project awards are at the sole discretion of the CETA.

Applications which do not conform to the requirements as detailed below and in the CETA Project Proposal Form will be disqualified.

All applications must be on the CETA Project Proposal Form.

All applications must be accompanied, in hard copy, by relevant Annexures and any other document as required by the CETA Project Proposal Form. The non-submission of a required document might lead to the disqualification of the whole application.

No application will be accepted after the relevant closing date.

The CETA might undertake a due diligence exercise, at its sole discretion, before deciding whether to allocate a project or not to an applicant.

The CETA reserves the right not to award one or more or all of the projects advertised.

All successful applicants must abide by the project management processes of the CETA in discharging the project/s.