

**BID NUMBER: RFP/001/24**

**THE APPOINTMENT A SERVICE PROVIDER FOR A PERIOD OF 36 MONTHS (3 YEARS) TO ASSIST WITH THE IMPACT REPORT AND REVIEW OF STRATEGIC DOCUMENTS**

**Page 9**

**Initial document:**

4.3. Submit a draft narrative of the mid-year review, draft narrative of the Strategic Plan (2024-2029), first draft APP of the upcoming year, provide guidance in the development of the Annual Operational Plan and conduct impact analysis against the revised Strategic Plan.

**Revision:**

4.3. Submit a draft narrative of the mid-year review, draft narrative of the Strategic Plan (2024-2029), draft APP of the upcoming year, provide guidance in the development of the Annual Operational Plan and conduct impact analysis against the revised Strategic Plan

4.4. Develop Impact reporting template that will assist the Executive and Board of GPF to track the value add to its market.

**Revision:**

4.4. Develop Impact reporting template and **5-year impact assessment** that will assist the Executive and Board of GPF to track the value add to its market.

Initial document:

5.1. Functionality

No.	CRITERIA	SUB-CRITERIA	WEIGHTING /POINTS
1	<b>REFERENCE LETTERS</b>	<p>Bidders must provide written contactable reference letters from current and or previous companies where similar services were conducted and successfully completed. The reference letters from the clients must include:</p> <ul style="list-style-type: none"> <li>• company name on company letter head</li> <li>• contactable Reference</li> <li>• dated and signed – not older than five (5) years</li> <li>• Scope</li> </ul> <p>To be evaluated as follows:</p> <ul style="list-style-type: none"> <li>• 1 positive reference letter= 5 points</li> <li>• 2 – 4 positive reference letters= 10 points</li> <li>• 5 and more positive reference letters = 20 points</li> </ul> <p><b>No letter/s submitted (0 points)</b></p> <p><b>Letters of award/appointment will not be accepted</b></p>	<b>20</b>
2	<b>EXPERIENCE</b>	<p>Bidder/s to provide documents detailing the team set skills of the project members. Where foreign resources are submitted as project members, qualifications must be accompanied by an</p>	<b>60</b>

		<p>evaluation report issued by the South African Qualifications Authority (SAQA).</p> <p>The resources required are as follows: The proposed Lead and Project Manager must have demonstrated experience to develop and review organizational strategy and performance. Capacity and skills of the individual/s to implement the project to completion. (CVs and certified copies of educational qualifications to be attached to the proposal). <b><i>Certified copies should not be older than 6 months.</i></b></p> <p><b><u>LEAD ENGAGEMENT PARTNER /DIRECTOR</u></b></p> <p><b>Lead Engagement Partner/Project Director (Total 35 points)</b></p> <p><u>Qualification</u></p> <ul style="list-style-type: none"> <li>• MBA or equivalent NQF Level 9 (10 points).</li> <li>• Honours Degree or equivalent NQF Level 8 (5 points).</li> <li>• Degree or equivalent NQF Level 7 (3 points).</li> <li>• Diploma or low qualification (0 points)</li> </ul> <p><u>Relevant Experience (as specified in the CV)</u></p> <ul style="list-style-type: none"> <li>• Over 12 years (25 points).</li> <li>• 9 – 12 years (20 points).</li> <li>• 5 – 8 years (10 points).</li> </ul>	
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		<ul style="list-style-type: none"> <li>• Less than 5 years (0 points)</li> </ul> <p><b><u>PROJECT MANAGER</u></b></p> <p><b>Project Manager (Total 25 points)</b></p> <p><u>Qualification</u></p> <ul style="list-style-type: none"> <li>• Honours Degree or equivalent NQF Level 8 (10 points).</li> <li>• Degree or equivalent NQF Level 7 (5 points).</li> <li>• Diploma in Business Administration or equivalent NQF Level 6 (3 points).</li> <li>• High Certificate or lower (0 points)</li> </ul> <p><u>Relevant Experience (as specified in the CV)</u></p> <ul style="list-style-type: none"> <li>• Over 12 years (15 points).</li> <li>• 9 –12 years (10 points).</li> <li>• 5 –8 years (5 points).</li> <li>• Less than 5 years (0 points).</li> </ul>	
3	<b>APPROACH AND METHODOLOGY</b>	<p>Methodology to be used and rationale, therefore. The methodology must address the following <b>(20 Points)</b>:</p> <ol style="list-style-type: none"> <li>1. Demonstrate understanding of the Revised Framework for strategic plans and annual performance plans by providing a summary that includes the following sub-headings in the proposal (6 points): <ul style="list-style-type: none"> <li>• Reporting timeframes (2 points).</li> </ul> </li> </ol>	20

		<ul style="list-style-type: none"> <li>Guidelines for compiling the Strategic Plans (2 points).</li> <li>Layout of the strategic document (2 points).</li> </ul> <p>2. Demonstrate understanding of the environment that GPF operation in (4 points).</p> <p>3. Project Plan detailing processes to be followed (10 points).</p>	
	<b>TOTAL</b>		<b>100</b>
	<b>A minimum of 70 points out of 100 is required for functionality.</b>		<b>70</b>

**Initial document:**

No.	CRITERIA	SUB-CRITERIA	WEIGHTING /POINTS
1	<b>REFERENCE LETTERS</b>	<p>Bidders must provide written contactable reference letters from current and or previous companies where similar services were conducted and successfully completed. The reference letters from the clients must include:</p> <ul style="list-style-type: none"> <li>company name on company letter head</li> <li>contactable Reference</li> <li>dated and signed – not older than five (5) years</li> <li>Scope of work done</li> </ul> <p>To be evaluated as follows:</p> <ul style="list-style-type: none"> <li>1 positive reference letter= 5 points</li> <li>2 – 4 positive reference letters= 10 points</li> </ul>	<b>20</b>

Board of Trustees: Craig Cornish (Chairperson) | Maseapo Kganedi (Deputy Chairperson) | Mpho Hlahla | Rethabile Kikine | Solomuzi Mabuza | Leon Marincowitz | Gilberto Martins | Nangamso Matebese | Lita Mbokotho | Busi Mhaga | Ezra Ndwandwe | Gugu Phakathi | Puleng Ratlabala | Lindiwe Kwele (CEO)

Thandi Zide (Company Secretary)

TE number 930002158 030 / 030-671-NPO  
Registered as Gauteng Partnership Trust IT 2422/02 Trading as Gauteng Partnership Fund (GPF)



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<b>2</b>	<b>EXPERIENCE</b>	<p>Bidder/s to provide documents detailing the team set skills of the project members. Where foreign resources are submitted as project members, qualifications must be accompanied by an evaluation report issued by the South African Qualifications Authority (SAQA).</p> <p>The resources (Lead and Project Manager) required are as follows: The proposed Lead and Project Manager must have demonstrated experience to develop and review organizational strategy and performance. Capacity and skills of the <b>resources (Lead and Project Manager)</b> to implement the project to completion. (CVs and certified copies of educational qualifications to be attached to the proposal). <b><i>Certified copies should not be older than 6 months.</i></b></p> <p><b><u>LEAD ENGAGEMENT PARTNER /DIRECTOR</u></b></p> <p><b>Lead Engagement Partner/Project Director (Total 35 points)</b></p> <p><u>Qualification</u></p> <ul style="list-style-type: none"> <li>MBA or equivalent NQF Level 9 (10 points).</li> </ul>	<b>60</b>

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