



forestry, fisheries & the environment

Department:
Forestry, Fisheries and the Environment
REPUBLIC OF SOUTH AFRICA

Private Bag X447, Pretoria, 0001, 473 Steve Biko Road, Environment House, Pretoria, 0002

Supplier CSD number: MAAA.....

RFI DFFEQ02E(23 24)

TRAINING SERVICE PROVIDERS DATABASE REGISTRATION FORM 2023/2024

INVITATION FOR PROSPECTIVE SERVICE PROVIDERS TO REGISTER ON THE DEPARTMENTAL DATABASE OF SUPPLIERS FOR TRAINING SERVICES THAT ARE LISTED ON PAGE 4-14 OF THE APPLICATION FORM. THE AIM OF THIS DATABASE IS TO ENLIST SMALL BUSINESSES AND HISTORICALLY DISADVANTAGED INDIVIDUALS IN THE PUBLIC SECTOR PROCUREMENT PROCESS.

IMPORTANT NOTES

- Business Opportunities – Please note that Registration on the Department of Forestry, Fisheries, and the Environment Supplier Database does not guarantee business opportunities.
- Mandatory fields – Certain fields and documentation are mandatory to certain business types. Please ensure that all fields which are mandatory to your business type have been completed failure to which the application may not be processed. If a field is not applicable to your business type clearly mark it as N/A. (Not Applicable)
- Required documentation – Please refer to the Document Requirement Checklist to determine the mandatory supporting documentation required by your business type. Please ensure that all copies of Mandatory documents are attached, Failure to which the application may not be processed.
- Completion of Questions – Please answer all questions, as incomplete forms will not be processed. Clearly state Yes, No or N/A to the questions asked.
- Amendments – Please notify the department immediately of any changes to the verified information submitted.
- Queries – Should you have any queries or if you require assistance in completing the registration form, please contact the department's Supply Chain Management (SCM) on the contacts appended below.
- Vetting -- Suppliers will be subject to the verification and vetting with SARS, CIPRO, SANAS (IRBA) and National Treasury

ENLISTMENT CLOSING DATE: 25 AUGUST 2023



Private Bag X447, Pretoria, 0001, 473 Steve Biko Road, Environment House, Pretoria, 0002

1.1 NAME OF COMPANY

[illegible][illegible]

e-mail address:

[illegible][illegible][illegible]

1	Public Company (Ltd)	
2	Private Company (Pty) Ltd	
3	Close Corporation (CC)	
4	Joint Venture	
5	Consortium	
6	Sole Proprietor	
7	Foreign Company	
8	Partnership	
9	Trust	
10	Section 21 Company	
11	Government/Parastatal	
12	Other (Specify)	

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1.5 POSTAL ADDRESS (compulsory)

[illegible]

STREET ADDRESS (compulsory)

[illegible]

1.6 Contact Details

Main Contact person in your organization:

Name:	
Company Position:	
Cellphone number:	
Email address:	

Contact person responsible for sales in your organization:

Name:	
Company Position:	
Cellphone number:	
Email address:	



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2. BUSINESS DETAILS

Name of Training / Course	Accreditation Number	NQF Level	No of Credits	Duration (Days/Months/ Years)	Attendance (In-Contact/ Online)	Province: GP/ NW/ WC/ NC/ MP/ KZN/ LP/ EC/ FS/ ALL	Any Other Information
Biodiversity related conventions							
Project Management skills							
International negotiation skills							
Stakeholder Management skills							
Environmental Compliance Monitoring and Enforcement							
Presentation skills							
Environmental Laws							
Report Writing skills							
EIA skills development							
Emerging Management Development Programme							
Biodiversity planning skills							
Biodiversity and Environmental Sustainability							
Environmental Risk Assessment and Management							



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Name of Training / Course	Accreditation Number	NQF Level	No of Credits	Duration (Days/Months/ Years)	Attendance (In-Contact/ Online)	Province: GP/ NW/ WC/ NC/ MP/ KZN/ LP/ EC/ FS/ ALL	Any Other Information
Integrated Land Management							
Ecological Rehabilitation							
Climate Change Management							
Stakeholder facilitation							
Negotiation skills							
Presentation skills							
Problem solving skills							
Policy Development/ legislative drafting							
Management skills							
Cultural Heritage							
Environmental Management							
Environmental Impact Assessment and Heritage Impact Assessment							
Community development and Participatory management							
Risk Management and Preparedness for World Heritage Sites and other protected areas							



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Environmental Law including Legal drafting and interpretation							
Research Methodology and analysis							
GIS including mapping							
Diplomacy and Protocol Course							
International Languages (Portuguese), French 3							
Land reform and Stakeholder consultation							
Contract management							
Natural Sciences including Biodiversity Conservation and management							
Conflict management							
Project management							
Community development							
Enterprise development							
Financial management							
Resource Economics							
Advance Management Development Programme							
Data and Records Management							



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Policy and Legislation development/ drafting							
Leadership							
Environmental Law for Environmental Managers							
Advanced Microsoft Office							
Short Course in Soil and Groundwater Pollution							
Environmental Modelling and Monitoring							
Environmental Compliance and Enforcement							
Monitoring and Evaluation							
Environmental Management Systems (ISO14001 Implementation and Lead Auditors Course)							
Geographical Information System short course							
Advanced project management Programme							
Environmental Risk Assessment and Management, Rehabilitation and Monitoring							



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Management Development Programme (MDP))							
Hydrogeological risk assessment for Contaminated Land							
GHS Training							
Finance for Non-Financial Managers							
Environmental Auditing							
Minute taking							
Policy development and analysis							
Geographic Information systems (GIS)							
Advanced Computer Literacy (Ms Word, Excel, Powerpoint)							
Risk Management							
Facilitating and training development							
Principles of procurement and supply chain							
Scientific report writing							
Waste Management and Environmental Laws							



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French Language Protocol Training on international engagements							
Negotiation Course							
Programme and Project Management							
Supply chain management in the public sector							
Understanding Internal control							
Standard chart of accounts Training							
Annual Financial statement compilation for department							
Labour relations management							
Inventory management and optimization for public sector							
Emerging Management Development Program							
Advance Management Development Program							
Generally Recognized Accounting Practice (GRAP) course							



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Supervisory Leadership and Communication skills							
Advance Excel and Dashboard Development							
Finance and Budget Management in the public Sector							
Effective Strategic leadership Management Programme							
Policy Development and Management							
Introduction to Asset Management							
Change Management							
Logistics Management							
Customer Services and Batho Pele Principles							
Report Writing							
Modified Cash Standards							
Risk and Ethical conduct							
Demand Management							
Strategic Sourcing Assessment							
Strategic Sourcing Development							



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Strategic Sourcing Execution							
Implementing the Promotion of the Administrative Justice Act (PAJA) for Managers in the Public Sector							
Drafting, Interpretation and Management of Contracts							
Negotiation Skills							
Project Management							
Contract Management							
Budgeting and Financial Management							
Risk Management							
Occupational Health and Safety							
Fire Fighting							
Occupational health and Safety							
First Aid							
Chainsaw operations and Mechanics							
Brush cutter operations and Tool maintenance							



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Forestry Management and Supervision							
Advance Project Management							
Report writing							
Minutes writing							
Bass System							
SCM and Transport							
Business Management							
Receive, handle and store hazardous chemicals safety							
Conduct maintenance on herbicides applicator							
Nursery Management							
Intellectual Property Law							
Corporate Governance and Financial Management							
International Legal Instruments							
Contract Drafting & Interpretation.							
Environmental Law							
Legislative Drafting							
EMDP – Emerging Management							



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Development Programme (offered by NSG)							
AMDP (Advances Management Development Programme offered by the NSG)							
Effective Legal Writing Skills for non- Lawyers							
Paralegal Secretaries							
Improve knowledge of renewable energy technologies and their environmental impacts - Attend applicable workshops, seminars, training, site visits and conferences							
Environmental Management Inspectorate (EMI) Basic Training							
Renewable Energy Policy							
Monitoring and Evaluation for the public service							
Project and leadership Management							
Public Sector Financial Management							



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Environmental Management							
Environmental Management Systems: ISO:14000							
Environmental Management Systems: LEAD Auditor							
Climate Change Management							
Integrated Waste Management							
Integrated Water Resource Management							
Environmental Economics / Marine Economics / Resource Economics/ Development Economics							
Spatial Planning/ Geographic Information Systems/ Remote Sensing & related technologies							
Geography, Town and Regional Planning							
Oceanography, (ocean) nutrient chemistry laboratory technicians, Environmental							



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Science/Management, Biological science. Water quality chemistry.							
Project Management, and Mechanical / Civil, Modelling / planning & communications engineering							
Occupational Health & Safety							
Logistics, procurement and contract management							
Environmental Social and Governance							
Off-Road Vehicle driving							
Coastal engineering best practice and climate change adaptation approaches							
Communication and Reporting Skills (graphical representation & interpretation of information)							
Environmental Economics / Marine Economics / Resource Economics/ Development Economics							



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Spatial Planning/ Geographic Information Systems/ Remote Sensing & related technologies							
Geography, Town and Regional Planning							
Oceanography, (ocean) nutrient chemistry laboratory technicians, Environmental Science/Management, Biological science. Water quality chemistry.							
Project Management, and Mechanical / Civil, Modelling / planning & communications engineering							
Occupational Health & Safety							
Logistics, procurement and contract management							
Environmental Social and Governance							
Off-Road Vehicle driving							
Coastal engineering best practice and climate							



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[illegible]



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3. INDICATE WHETHER THE FOLLOWING MANDATORY DOCUMENTS ARE ATTACHED/SUBMITTED: (Mandatory)

*Documentary proof for all the above is required to ensure successful enlistment on the Supplier Database.
Please indicate which of the following documents are attached.*

<u>General:</u>		<u>(Y/N)</u>
1	CSD Registration Report	
2	Company Profile	

NB: Suppliers who do not attach the above compulsory documents their application may be rejected.

Declaration:

By completing this application form, the Firm declares that:

- It agrees to conform to the requirements of the Supplier Register as set out in this document.
- All the information supplied in this application is true and correct.
- The Firm will, if requested to do so, supply further information and documentary evidence for scrutiny.
- The Firm will update their registration particulars whenever a significant change in their details occurs and, in any event.
- It should be noted that the Department of Forestry, Fisheries, and the Environment reserves the right to accept or reject any application without being obliged to give any reasons.

Duly authorized to sign on behalf of: _____

Signature	Name	Capacity	Date



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9. ENQUIRIES

For any enquires regarding registration process, please contact our office as follows:

Postal Address:

Department of Forestry, Fisheries and Environment,
Private Bag X447
Pretoria
0001

Physical Address:

473 Steve Biko Road,
Environment House,
Arcadia
Pretoria
0002

Ms. Sindisiwe Sithole

(012) 399-9073

RFQ@dfpe.gov.za

Mr. N Mamojele

Tel (012) 399 9073

RFQ@dfpe.gov.za