



Transport Education Training Authority

Driven by Vision

COMPLIANCE CHECKLIST OF RETURNABLE DOCUMENTS BY THE BIDDER

SCHEDULE 17 - COMPLIANCE CHECKLIST OF RETURNABLE DOCUMENTS

MANDATORY REQUIREMENTS – STAGE 1 EVALUATION

Bidders who fail to meet and of the following mandatory requirements will be disqualified at Pre-Compliance Phase:

NB. Tick with "X" if you comply / not comply / Not Applicable

Criterion	Requirement	Comply	Not Comply	Not Applicable
Invitation to bid (SBD 1)	<ul style="list-style-type: none"> The form must be completed and signed in black ink. 			
Bid submission	<ul style="list-style-type: none"> Bid documents must be completed in full and all declarations of interest must be signed. For JV or consortium all declarations must be signed by all parties. Only one (1) original copy must be submitted, signed by an authorised representative (s). A second copy of the technical submission MUST be submitted per a virus free USB. 			
Declaration of Interest (SBD 4)	<ul style="list-style-type: none"> The bidder must fully complete and sign the Declaration of interest form. For JV or consortium all parties must complete and sign this declaration, per company. 			
Declaration of the bidder's past SCM practices (SBD 8)	<ul style="list-style-type: none"> The bidder must fully complete and sign the SBD 8 form. For JV or consortium all parties must complete and sign this declaration, per company. 			
Certificate of Independent Bid	<ul style="list-style-type: none"> The bidder must complete and sign the SBD 9 form. 			

Criterion	Requirement	Comply	Not Comply	Not Applicable
Determination (SBD 9)	For JV or consortium all parties must complete and sign this declaration, per company.			
SARS Pin / CSD Supplier Number	<ul style="list-style-type: none"> The bidder must submit a SARS Pin with expiry date to assist with verification of Tax Affairs. If SARS Pin is not submitted provide CSD Supplier Number <p>In a case of a JV, all companies' Tax Clearance Certificates or SARS pins must be submitted</p>			
Briefing Session	<ul style="list-style-type: none"> A non-compulsory briefing session will be scheduled through a video conferencing facility. Details will be shared accordingly. 			
Main resource/s	<ul style="list-style-type: none"> Must provide comprehensive CV and relevant qualifications Must be registered as a qualification development facilitator (QDF) with QCTO; Must have practical experience in the facilitation of Curriculum development/Assessment specifications in line with QCTO. Must have developed curriculum for occupational qualification before. Successful completion of at least two (2) similar projects <p>NB. Complete experience Schedule per QDF / LQDF</p>			
Qualifications of QDFs / LQDFs	<ul style="list-style-type: none"> Must have a minimum of a 3 years National Diploma 			
References for QDFs / LQDFs	<p>Must submit a minimum of two (2) References.</p> <p>NB. Please complete the Experience Schedule of the Request for Bid document per QDF/LQDF</p>			

NB: All bidders who pass the Pre-Compliance Evaluation will be further evaluated on Functionality.