National Gambling Board
South Africa

a member of the dtic group

REQUEST FOR QUOTATION

RFQ 016 (2026/2027):

PFMA AND TREASURY REGULATIONS TRAINING

1. BACKGROUND

1.1 The National Gambling Board (the NGB) hereby invites price quotations from service providers for the **PFMA and Treasury Regulations** for five (5) participants

2. PURPOSE OF REQUEST FOR QUOTATION

2.1 The purpose of this request is to invite price quotations from prospective service providers to submit a quotation for attendance of **PFMA and Treasury Regulations** for five (5) participants.

3. SPECIFICATIONS

3.1 The specification for the training required is as follows:

3.1.1 PFMA and Treasury Regulations

3.1.2 **Training required:** PFMA and Treasury Regulations.

3.1.3 **Number of trainees:** Five (5) participants.

3.1.4 **Mode of delivery:** Physical (1085 Francis Baard Street, Hatfield, Pretoria).

3.1.5 **Duration:** Propose duration of training

3.1.6 **Experience Level:** Intermediate to advanced, the training is pitched to senior officials and as much as basic concepts must be included, the training is intended to at a higher strategic level and should be more scenario based to attend to concepts.

3.1.7 **Deliverables:** Detailed training manual, presentations, hands-on workshops, case studies, and simulations to ensure practical application.

3.1.8 **Certificate**: The certificate of attendance must be issued on the last day of attending training.

3.1.9 Provide attendance report to the NGB.

3.1.10 The service provider must meet the following requirements:

3.1.10.1 At least three (3) letters of recommendation for similar training projects. Submit three (3) letters of recommendation/reference letters.

3.1.10.2 The facilitator/trainer must have relevant five (5) years' training experience in PFMA and Treasury Regulations training. Attach the proof.

3.1.11 As a minimum, key aspects of the training on the PFMA and Treasury Regulations, as applicable to Schedule 3A public entities, are required as follows:

3.1.11.1 Overview of PFMA and Treasury Regulations
3.1.11.2 Applicability of PFMA and Treasury Regulations
3.1.11.3 Introduction to financial management
3.1.11.4 Financial framework applicable to public officials
3.1.11.5 Strategic planning and budgeting Strategic planning
3.1.11.6 Revenue and Expenditure management
3.1.11.7 Asset and liability management
3.1.11.8 Risk management
3.1.11.9 Internal control
3.1.11.10 Supply chain management
3.1.11.11 In-year management, monitoring and reporting
3.1.11.12 Financial reporting and accountability
3.1.11.13 Role of Accounting Authorities
3.1.11.14 Role Accounting Officers in public entities
3.1.11.15 Role and responsibilities of officials in public entities
3.1.11.16 Implementation of PFMA and the major challenges
3.1.11.17 Irregular, fruitless & wasteful expenditure
3.1.11.18 Financial Misconduct

3.1.12 The following documents should be provided:

3.1.12.1 The Curriculum Vitae of the Facilitator/trainer
3.1.12.2 Proof of qualifications and certification
3.1.12.3 Proof of registration with relevant professional bodies (if applicable)

3.1.13 The service provider should provide training workbook or manual for the purposes of this training course or future referrals.

4. FUNCTIONALITY CRITERIA

4.1 Quotations will be evaluated according to the below-mentioned criteria.

Qualifying criteria		Service Provider's Response	
	Did the service provider quote for the provision of **PFMA and Treasury Regulations**?	Yes	No
	Did the service quote for two (5) NGB officials?	Yes	No

	Did the service provider indicate mode of delivery (Physical)?	Yes	No
	Did the service provider confirm that they will provide attendance report to the NGB?	Yes	No
	Did the service provide proof of accreditation with the relevant SETA, Council for Higher Education (CHE) or any other accreditation body?	Yes	No
	Did the service provider propose a training duration period?	Yes	No
	Did the service provider provide 3 reference letters of where similar training services were provided?	Yes	No
	Did the service provider confirm that the Facilitator/Trainer has at least (5) years or more training experience in PFMA and Treasury Regulations training?	Yes	No
	Did the service provider confirm that they will provide training workbook or manual for the purposes of this training course?	Yes	No
	Did the service provider confirm that they will issue out the certificate of competence?	Yes	No

5. RFQ TERMS AND CONDITIONS

5.1 **The following conditions will apply:**

5.1.1 All prospective service providers must be registered on National Treasury's Central Supplier Database (CSD) prior to submission of quotations;

5.1.2 Prices quoted must be firm prices and VAT inclusive;

5.1.3 Quotation must be valid for **30** days;

5.1.4 Tax PIN must be submitted;

5.1.5 The 80/20 Preference points system will apply in terms of Preferential Procurement Regulations 2022;

5.1.6 The following documents must be submitted with the quotation:

- SBD 4;
- Complete the SBD 6.1 form;

- The curriculum vitae of the facilitator;
- Proof of qualifications and certification of the facilitator; and
- Proof of accreditation with the relevant SETA, Council for Higher Education (CHE) or any other accreditation body.

Failure to submit any of the documents requested in 5.1.6 above will result in your quotation not being considered (disqualification).

5.2 **Evaluation criteria**

Phase 1: Submission of statutory documents mentioned in paragraph 5.1.6 above. **Failure to submit any of the documents as requested in 5.1.6 above will result in your quotation not being considered for further evaluation (disqualification).**

Phase 2: Quotations will be evaluated in accordance with the functional criteria contained in paragraph 4 above. **Proposals that do not comply with the evaluation criteria set out in paragraph 4 will not advance to be evaluated on price and specific goals.**

Phase 3: **Evaluation on price and specific goals.**
The evaluation on price and specific goals will be conducted as follows:

Price and Specific goals

The evaluation on price and specific goals will be conducted as follows:

Points awarded for price
The 80-preference points system for price will be utilised.
The following formula will be applied:
$Ps = 80[1- Pt - Pmin /Pmin]$

Where:
Ps = Points scored for price of bid under consideration
Pt = Rand value of bid under consideration
Pmin = Rand value of lowest acceptable bid

Points awarded for specific goals:

A maximum of 20 points will be awarded for specific goals:

SPECIFIC GOAL	ACHIEVEMENT LEVEL	TOTAL NUMBER OF POINTS THAT MAY BE CLAIMED (90/10 SYSTEM)	TOTAL NUMBER OF POINTS THAT MAY BE CLAIMED (80/20 SYSTEM)
Persons historically disadvantaged on the basis of race	100% black ownership	4	8
	75% - 99% black ownership	3	6
	60% - 74% black ownership	2	4
	51% - 59% black ownership	1	2
	0 – 50% black ownership	0	0

SPECIFIC GOAL	ACHIEVEMENT LEVEL	TOTAL NUMBER OF POINTS THAT MAY BE CLAIMED (90/10 SYSTEM)	TOTAL NUMBER OF POINTS THAT MAY BE CLAIMED (80/20 SYSTEM)
Persons historically disadvantaged on the basis of gender (ownership by women)	100% black women ownership	2.5	5
	75% - 99% black women ownership	2	4
	60% - 74% black ownership	1.5	3
	51% - 59% black women ownership	1	2
	0 – 50% black women ownership	0	0

SPECIFIC GOAL	ACHIEVEMENT LEVEL	TOTAL NUMBER OF POINTS THAT MAY BE CLAIMED (90/10 SYSTEM)	TOTAL NUMBER OF POINTS THAT MAY BE CLAIMED (80/20 SYSTEM)
Persons historically disadvantaged on the basis of disability	1 - 100% disabled ownership	2	4
	0% disabled ownership	0	0

SPECIFIC GOAL	ACHIEVEMENT LEVEL	TOTAL NUMBER OF POINTS THAT MAY BE CLAIMED (90/10 SYSTEM)	TOTAL NUMBER OF POINTS THAT MAY BE CLAIMED (80/20 SYSTEM)
RDP goals: Business enterprises which are classified as SMMEs (EMEs or QSEs)	Yes	1.5	3
	No	0	0

6. DISCLAIMER

6.1 The NGB reserves the right not to appoint a service provider and is also not obliged to provide reasons for the rejection of any quotation. The NGB reserves the right to:

6.1.1 Award the contract or any parts.

6.1.2 Award the contract in full or in part thereof to one or more service providers.

6.1.3 Reject all quotations;

6.1.4 Decline to consider any quotation that does not conform to any aspect of the bidding process; and

6.1.5 Request further information from any service provider after the closing date, for clarity purposes.

7. NOTES TO BIDDERS

7.1 The NGB will not be liable to reimburse any costs incurred by the bidder during the quotation process.

7.2 Evaluation of quotations will be carried out by the NGB. The NGB may, if necessary, contact bidders to seek clarity on any aspect of the quotation.

7.3 Payments shall be made promptly by the NGB, but in no case later than thirty (30) days after submission of an invoice or claim by the supplier provided that services have been satisfactorily rendered.

7.4 The supplier shall furnish the NGB with an invoice upon fulfillment of obligations to the satisfaction of the NGB.

7.5 Prices charged by the service provider for services rendered under the contract shall not vary from the prices quoted by the supplier.

8. ENQUIRIES

8.1 Supply Chain Management: Contact Ms. Nkosinomsa Maseko Tel: (010) 500 3163 or e-mail to: scm@ngb.org.za.

9. DEADLINE FOR SUBMISSION OF QUOTATIONS

9.1 A quotation may be e-mailed for the attention of Ms. Nkosinomsa Maseko: (010) 003 3475 or e-mail to: scm@ngb.org.za.

Address: The National Gambling Board,
1085 Francis Baard Street
Hatfield
Pretoria
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9.2 The deadline for the submission of quotations is Thursday**, 27 August 2026 at 11H00 Central African Time.**

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