



**sport, arts & culture**

Department:  
Sport, Arts and Culture  
REPUBLIC OF SOUTH AFRICA

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## OFFICIAL SPECIFICATION FORM

Specification for:	Appointment of a service provider to work with the Department of Sport Arts and Culture (DSAC) and the Mzansi Craft Council (MCC) to undertake some small refinements to an already existing craft strategy which will inform the work of the DSAC in the development of the craft sector over the current Medium Term Development Plan (MTDP).			
Directorate:	Visual Arts and Design (Multi-Media)			
Unit:	Craft Development			
Was this service previously requested in this current financial year? If yes, please provide reasons why it is requested again on your memo to procure.			No	X
Departmental Assets			No	X
Item Description:	Quantity			
DSAC appointed a service provider in the previous year, 2024/25, to develop a five-year craft development strategy. The strategy was developed and submitted to the Minister for approval.  The Minister made recommendations on how the strategy can be enhanced to have better impact on the craft sector through strategic partnerships with other role players in the craft sector. The proposed enhancements to the strategy are captured in the task description below.  To assist in better understanding what has been achieved with the previous version of the craft strategy and what is envisaged with the intended enhancements, here is the background.	1			



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The reviewed **White Paper on Arts Culture and Heritage** as well as the **Master Plan on the Cultural and Creative Industries** form an important backdrop to what has been achieved to date, and the work to be done with the enhanced strategy. These policies provide a broad framework for the work that is to be done by government in the development of the various arts culture and heritage sectors.

This forms the backdrop against which the proposed work that is intended through this Request for Quotation (RFQ) is to be done. It is **nevertheless important to reiterate that the strategy has been developed and what is required are small improvements to ensure that the strategy is approved.**

The proposed craft development strategy is intended to translate these broad policy directives contained in the two above-mentioned policies, as well as others such as the Department of Small Business Development's (DSBD) **Customized Sector Programme (CSP)**, the **National Development Plan (NDP)** and the priorities set out by the current administration, into a much more focused, practical strategy/plan/blueprint. The blueprint should then guide DSAC's work in the development of the craft sector over the current MTDP, working with strategic partners such as the MCC and other key stakeholders in the craft sector.

Over and above the mentioned documents, there are also other documents which the previously appointed service provider had to refer to in their task of developing the strategy. Those documents include;

- Relevant South African Cultural Observatory (SACO) research reports,
- The 2014 DSAC Craft Strategy report,
- The 2018 DSAC Craft Strategy Dialogue report and the



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- Report on the 2020 Feasibility study for the Amalgamation of the DSAC Entities



It is now expected of the bidders to study the developed craft strategy, and working with the DSAC and the MCC, agree on the necessary enhancements to ensure its approval.

It is for this reason that the bidders for this task are expected to already be active role players in the development of the craft sector in South Africa.

**The proposed timeframes for the project are outlined below**

- Study the strategy and any other relevant documents – 1 week
- Review of the existing strategy with the DSAC and the MCC to identify the gaps pointed out by the Minister - 1 week.
- This is to be followed by one week of incorporating the inputs emanating from the two above processes.
- The DSAC Craft Development Unit will facilitate a session for presentation to the Minister by end of February 2026.
- Documents related to the task are available on request.
- Below is a pricing schedule to assist and guide the quotation process.

**Please note that the strategy has been developed and requires small adjustments/enhancements.**

Requestor: Name (in print)	Signature	Date
Joseph Mathe		27/11/25
Director/ Delegate: Name (in print)	Signature	Date
Masana Chikeka		27/11/2025
Technical Enquiries: Name (in print)	Telephone Number	E-mail address



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### Pricing Schedule

Refer and use the below outlined pricing schedule to assist in the quotation process.

1. REQUIRED ENHANCEMENTS TO THE STRATEGY					
#	Description	Unit price	quantity	Days/nights	Sub-total
1	Review existing strategy				
2	Enhance the articulation of the purpose of the strategy at the beginning of the strategy document.				
3	Outline clear recommendations and proposed interventions relating to each aspect of the "summary circle" – Attached as Tag 1.				
4	Enhance the existing PP Presentation for use to update partners and stakeholders and submission to the Department's Management and the Minister				
5	Make sure that the current and proposed roles of other strategic role players is clearly articulated in the strategy				
6	Present the updated strategy and PP point to the DSAC and the MCC, virtually for any further inputs, if any.				
				<b>Sub-Total</b>	