

**REQUEST FOR
QUOTATIONS**

13 JUNE 2023

**REQUEST FOR QUOTATIONS FOR DEVELOPMENT
OF A FRAMEWORK FOR ACCREDITATION OF
TRAINING SERVICE PROVIDERS**

1. Purpose

- 1.1. The Railway Safety Regulator (RSR) requires the services of a railway safety management expert to provide a peer review on the draft RSR-developed Railway Safety Risk Matrix.

2. Considerations/background

- 2.1. N/A

3. Scope of work / Specification

Specifications are as follows:

Please note that the full specification document have been attached as Annexure A.

4. Administrative / Compliance Requirements

- 4.1. Registration on National Treasury CSD report
- 4.2. Comprehensive quotation (prices must be VAT Inclusive)
- 4.3. Tax Pin & Tax clearance certificate
- 4.4. Fully Completed and signed Standard Bidding Documents (SBD) forms documents
- 4.5. A valid BBBEE certificate or sworn affidavit (on sworn affidavit indicate the day, month and year of the financial year period ie, 31 March 2022)

- 4.6. Valid company registration documentation that are issued by Companies & Intellectual Property Commission (CIPC)
- 4.7. A Copy of the identity document of the company owner(s)
- 4.8. Valid Medical Certificate
- 4.9. Valid South African Social Security Agency (SASSA) registration
- 4.10. Valid National Council for Persons with Physical Disability in South Africa registration (NCPDSA)

Failure to submit valid documents listed above (No - 4.5, 4.6, 4.7, 4.8, 4.9, 4.10) for proof of claim specific goals as stipulated in Section 6 below will lead to the service provider not being awarded points for specific goal.

5. Functionality Evaluation Criteria

- 5.1. The suitable service provider must demonstrate capacity and capability to execute this project by complying with the functionality criteria on the table below:

NO	CRITERIA	POINTS
1	<p>EXPERIENCE on similar projects successfully completed.</p> <p>Contactable reference letters, dated and signed on similar projects successfully completed within the past 10 years. Reference letters for the individual Bidder's Team members to be considered.</p> <p>5 References – 20 points 4 References – 16 points 3 References – 12 points 2 References – 8 points 1 References – 4 points</p>	20
2	<p>2.1 BIDDER'S TEAM QUALIFICATION & EXPERIENCE</p> <p>Copies of CVs.(clearly indicating number of years' experience with a specific employer working on relevant or similar project)</p>	40

	<p>Certified Copies of original certificates of academic qualifications</p> <p>The CV and certificates of individuals will be used for evaluation of the each of the key personnel for this section.</p> <p>PROJECT LEADER</p> <p>2.1.1 Qualifications - Graduate qualification in OHS/Ergonomics/Safety Management/Engineering or any other relevant railway related field [or its International Qualification equivalent as verified by South African Qualification Authority (SAQA).</p> <p>a) Post-graduate = 5 points b) Bachelor's Degree = 3 points c) National Diploma = 1 points d) No qualification = 0 point</p> <p>2.1.2 Years of work experience in the development/implementation of railway safety regulatory tools.</p> <p>a) 10 years or more = 15 points b) 8 years and more, but below 10 years = 12 points c) 5 years and more, but below 8 years = 8 points d) 1 year and above, but below 5 years = 5 points e) Below 1 year = 0 points</p> <p>2.2 TECHNICAL EXPERT</p> <p>2.2.1 Copies of the original qualifications - qualification preferably in OHS/Ergonomics/Safety Management/Engineering /Legal or related railway field [or its International Qualification equivalent as verified by SAQA]: (The professional registration to be with relevant accredited/recognised professional body for the OHS, engineering, Risk or Safety Related field).</p>	
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	<p>a) Post-graduate with professional registration = 5 points b) Post-graduate without professional registration = 3 points c) Bachelor's Degree with professional registration = 2 points d) No qualification = 0 point</p> <p>2.2.2 Years of work experience in drafting/implementing of regulatory tools within the Railway Industry.</p> <p>a) 10 years and more = 15 points b) 8 years and more, but below 10 years = 12 points c) 5 years and more, but below 8 years = 8 points d) 1 year and more, but below 5 years = 5 points e) Below 1 year = 0 points</p>	
3	<p>APPROACH TO WORK</p> <p>Demonstrable capacity to deliver in response to the project Scope.</p> <p>3.1 Implementation methodology a) Methodology that adequately addresses the scope of work delivery: (15 points) b) Incoherent or No methodology: (0 points)</p> <p>3.2 Completed Research and Benchmarking work a) Above 5 research papers/publications: 10 Points b) 3 - 5 research papers/publications: 7 Points c) 1- 2: research papers/publications: 4 Points d) 0 research papers/publications: 0 Points</p>	25
4.	<p>APPROACH TO WORK</p> <p>Developed Project Implementation Plan</p> <p>a) Project Implementation Plan addressing the deliverables according to the project Scope of work: (15 points) b) Incoherent or No plan: 0 points)</p>	15

Service Providers must attain a minimum threshold of 70 points or more to be considered for evaluation on price and specific goals.

Failure to attain the set minimum threshold will result in a disqualification.

6. Evaluation 80/20 Preference Point System

- 6.1. The price quotations will be evaluated in accordance with the pre-scripts of the Preferential Procurement Policy Framework Act (PPPFA) and its regulations, in particular Preference Procurement Regulation 2022 which stipulate **80/20 preference point system for acquisition of goods or services with Rand value equal to or below R50 million (inclusive of all applicable tax).**
- 6.2. **A maximum of 80 points for price and 20 points for the specific goal specified on the request for quotation may be awarded to a Service Provider.**
- 6.3. **Points for the specific goal will be awarded as specified on the table below:**

NO	SPECIFIC GOALS	PREFERENCE POINT (OUT OF 20)	PROOF OF CLAIM
1	An Exempt Micro Enterprises (EME) or Qualifying Small Enterprise (QSE) which is at least 51% owned by black people	10	<ul style="list-style-type: none"> • Copy of the identity document of the owner(s) • A valid SANAS accredited BBEE certificate or a valid BBEE sworn affidavit (whichever is applicable)

			<ul style="list-style-type: none"> • Central Supplier Database (CSD) report • Valid company registration documentation that are issued by Companies & Intellectual Property Commission (CIPC)
2	An Exempt Micro Enterprises (EME) or Qualifying Small Enterprise (QSE) which is at least 51% owned by black women	5	<ul style="list-style-type: none"> • Copy of the identity document of the owner(s) • A valid SANAS accredited BBEE certificate or a valid BBEE sworn affidavit (whichever is applicable) • Central Supplier Database (CSD) report • Valid company registration documentation that are issued by Companies & Intellectual Property Commission (CIPC)
3	An Exempt Micro Enterprises (EME) or Qualifying Small Enterprise (QSE) which is at least 51% owned by youth	3	<ul style="list-style-type: none"> • Copy of the identity document of the owner(s) • A valid SANAS accredited BBEE certificate or a valid BBEE sworn affidavit (whichever is applicable) • Central Supplier Database (CSD) report

			<ul style="list-style-type: none"> Valid company registration documentation that are issued by Companies & Intellectual Property Commission (CIPC)
4	An Exempt Micro Enterprises (EME) or Qualifying Small Enterprise (QSE) which is at least 51% owned by person(s) with disabilities	2	<ul style="list-style-type: none"> Copy of the identity document of the owner(s) A valid SANAS accredited BBEE certificate or a valid BBEE sworn affidavit (whichever is applicable) Central Supplier Database (CSD) report Valid company registration documentation that are issued by Companies & Intellectual Property Commission (CIPC) Valid Medical Certificate Valid South African Social Security Agency (SASSA) registration Valid National Council for Persons with Physical Disability in South Africa registration (NCPDSA)

6.4. For Points to be awarded for the specific goals the proof for the claim for such goal must be submitted.

7. Technical Enquiries

7.1. SCM

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7.2. Project Manager

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8. Closing Date and Time for responses to this request for quotation

- 8.1. The request will be **closed on the 20 June 2023 at 12h00 pm**. Responses may be emailed to doris.letsholo@rsr.org.za