



<b>RFI NUMBER:</b>	RAF/2025/00015
<b>DESCRIPTION:</b>	REQUEST FOR INFORMATION: LEADERSHIP DEVELOPMENT PROGRAMMES. (Only applicable to Registered Institutions of Higher Learning)
<b>PUBLISH DATE:</b>	04 JUNE 2025
<b>COMPULSORY BRIEFING SESSION</b>	VENUE: MICROSOFT TEAMS (ONLINE) DATE: 17 JUNE 2025 Details: Kindly request a meeting link by email to <a href="mailto:dmc@raf.co.za">dmc@raf.co.za</a>
<b>CLOSING DATE:</b>	25 JUNE 2025
<b>CLOSING TIME:</b>	11:00AM
<b>RESPONSES MUST BE EMAILED TO:</b>	<a href="mailto:BACsecretariat@raf.co.za">BACsecretariat@raf.co.za</a>
<b>ATTENTION:</b>	A. DANCA

<b>BIDDER NAME:</b>
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## BIDDING STRUCTURE

Indicate the type of bidding structure by marking with an 'X':	
Individual bidder	
Joint venture	
Consortium	
Using subcontractors	
Other	

<b>If individual bidder, indicate the following:</b>	
Name of bidder	
Registration number	
VAT registration number	
Contact person	
Telephone number	
Fax number	
E-mail address	
Postal address	
Physical address	

<b>If joint venture or consortium, indicate the following:</b> <i>(To be completed for each joint venture/ consortium member)</i>	
Name of joint venture/consortium members	
Registration number	
VAT registration number	
Contact person	
Telephone number	
Fax number	
E-mail address	
Postal address	
Physical address	

<b>If using subcontractors, indicate the following:</b>	
Name of prime contractor	
Registration number	
VAT registration number	
Contact person	
Telephone number	
Fax number	
E-mail address	
Postal address	
Physical address	
<b>If joint venture or consortium, indicate the following:</b>	
Name of prime contractor	
Registration number	
VAT registration number	
Contact person	
Telephone number	
Fax number	
E-mail address	
Postal address	
Physical address	

<b>If using subcontractors, indicate the following: ( To be completed for each subcontractor)</b>	
Name of subcontractor	
Registration number	
VAT registration number	
Contact person	
Telephone number	
Fax number	
E-mail address	
Postal address	
Physical address	

## ENQUIRIES

Enquiries regarding this Request for Information should be submitted via e-mail to:

Ayanda Danca	<a href="mailto:BACsecretariat@raf.co.za">BACsecretariat@raf.co.za</a>
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Enquiries should reference specific paragraph numbers, where appropriate.

All questions/ enquiries must be forwarded in writing prior to the submission date.

## **SCOPE OF WORK:**

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### **1. BACKGROUND OF THE RAF**

The Road Accident Fund (RAF) is a schedule 3A public entity established in terms of the Road Accident Fund Act, 1996 (Act No. 56 of 1996), as amended. Its mandate is the provision of compulsory social insurance cover to all users of South African roads, to rehabilitate and compensate persons injured as a result of the negligent driving of motor vehicles in a timely and caring manner, and to actively promote the safe use of our roads.

The customer base of the RAF comprises not only the South African public, but all foreigners within the borders of the country.

### **2. SPECIAL INSTRUCTION TO BIDDERS**

- 2.1 The service provider must be an eligible, registered Service Provider in terms of the applicable laws of the Country and included in the National Treasury Central Supplier Database.
- 2.2 It is expected of bidders to have their Tax matters in order, prior to an award being made.
- 2.3 Companies or Director that are included on the National Treasury register for Restricted Suppliers and/ or Tender Defaulters will be automatically disqualified from the process.
- 2.4 In cases where the commercial broker is also the property agent, then the RAF would not pay any additional costs or commission for these properties.
- 2.5 The RAF reserves the right to appoint more than one bidder

### **3. BACKGROUND OF THE BID**

The RAF intends to implement Leadership Development Programmes through a registered Institution of Higher Learning, which aim to capacitate the leadership of the RAF from new managers to executive level management.

The L&D has already implemented the middle management development programmes (Management Development Programme and the Senior Management Development Programme) successfully. The L&D must finalise the leadership development programmes by rolling out 3 programmes (New Managers Development Programmes (NMDP) NQF 7, Senior Leaders Development Programme (SLDP) NQF 9 and the International Executive Development Programme (IEDP) NQF 9 aligned.

Implementation of leadership development programmes enables and benefits the organisation with productivity increase, increase of employee engagement and reduction of staff turnover, nurturing of future leaders, improvement of managerial skills and competencies, risk management improvement, improvement of corporate culture and effective and efficient leaders.

#### 4. REQUIREMENTS

Programme Name	Qualification Level	Specification	Task level
<b>New Managers Development Programme (NMDP)</b>	<b>NQF 7</b>	<ul style="list-style-type: none"> <li>Delegates: 120 – 150.</li> <li>RAF Customised Programme using the RAF management Framework.</li> <li>Duration: 8 - 10 months only</li> <li>Provide 2 Certificates (NMDP and NDPM NQF 7</li> <li>Contact Classes at the provider premises</li> <li>Catering for all delegates</li> </ul>	<ul style="list-style-type: none"> <li>Task levels 10 – 12</li> <li>Senior officers</li> <li>Employees acting in higher roles</li> </ul>
<b>Leadership Development Programme (LDP in Public Management)</b>	<b>NQF 9</b>	<ul style="list-style-type: none"> <li>Delegates: 60</li> <li>RAF Customised Programme using the RAF leadership and management framework.</li> <li>Duration: 18 months and must ensure that notional hours are not compromised.</li> <li>Must provide 2 certifications (MPM - Masters in Public Management and the</li> <li>LDPPM – Leadership Development</li> </ul>	<ul style="list-style-type: none"> <li>Task levels 14 – 18</li> <li>Specialists</li> <li>Managers</li> <li>Senior Managers</li> <li>Employees acting in higher roles</li> </ul>

		<ul style="list-style-type: none"> <li>• Programme in Public Management)</li> <li>• Contact Classes at the provider premises</li> <li>• Catering for all delegates</li> </ul>	
<b>International Executive Development Programme in Public Management (IEDP)</b>	<b>NQF 9 aligned with credits</b>	<ul style="list-style-type: none"> <li>• Delegates: 20</li> <li>• Executives may include 2 of the Senior Managers from their departments</li> <li>• RAF and Public Management Customised Programmes (RAF Framework – level 4 for all competencies)</li> <li>• Duration: 06 Months</li> <li>• 6 Modules only</li> <li>• Maximum of 2 days per contact class per module.</li> <li>• 3 International Tours – 2 days of travel and 5 days of class and cultural learning experience.</li> <li>• The identified cities must have Road Accident Management System and Road Safety.</li> <li>• Exposure to diverse cultures, business practices, and global markets.</li> <li>• Provide certificate of competence</li> <li>• Catering for all delegates</li> </ul>	<ul style="list-style-type: none"> <li>• Task levels 19 and above</li> <li>• Executives</li> <li>• Heads of Departments</li> <li>• Possible Senior Managers</li> </ul>

## 5. BIDDER'S PRICING

ITEM NO.	DESCRIPTION	PRICE PER DELEGATE	NUMBER OF DELEGATES	TOTAL
1.	New Managers Development Programme (NMDP)		150	
2.	Leadership Development Programme (LDP in Public Management)		60	
3.	International Executive Development Programme in Public Management (IEDP)		20	
	<b>TOTAL EXCLUDING VAT</b>			
	<b>VAT</b>			
	<b>TOTAL INCLUDING VAT</b>			