

TENDER CLARIFICATIONS (QUESTIONS AND ANSWERS)

GTAC: TEN0000000043: GTAC 009-2025-26 - FOR THE ESTABLISHMENT OF A TECHNICAL ADVISORY HUB (GTAC) PANEL OF TECHNICAL ADVISORS FOR A PERIOD OF FIVE (5) YEARS

This document sets out bid Clarifications as provided for in the bid document.

CLARIFICATIONS

The questions received have been consolidated and answered as per the table below:

Query 1:

What is the final date for the submission of bid clarification queries?

Response:

23 July 2025

Query 2:

Will queries be answered individually or part of a consolidated list of questions and if the latter by when?

Response:

The queries will be consolidated and published on 18 July 2025.

Query 3:

The template requires the completion of the SBD 6.1 form and claim points for the 90/10 components.

- a. Must this section be completed as BBBEE issues are covered in item 7?
- b. If the section must be completed, how is the 90 components of points claimed without knowledge of other bidder pricing?
- c. The bid appears to adopt the specific goals approach included in recent regulatory provisions and split the 10 points on race and gender. When answering this does one only have regard to race / gender only or is there any assignment of points to SMMEs which have a level 4 B-BBEE contributor status level? If so, how many points per category should be awarded to such a SMME assuming a white male ownership?

Response:

- a. **Claim on specific goals to be completed on step 4 & 7.**
- b. **The 90 component is not for completion but meant for information purposes only. Please only complete the claim for specific goals.**
- c. **Yes, these are the only two specific goals for this tender, no provision made for others i.e. SMME.**

Query 4:

When numbering / bulleting in a block the numbering / bulleting is not visible which makes it difficult to check that text is correctly numbered / bulleted. Is there anything that can be done in this regard?

Response:

Please log your query on the system.

Query 5:

Is a separate pricing schedule per resource required or can rows be added to one pricing schedule per category e.g. 2 x senior technical resources and one administrative assistant in a single pricing schedule?

Response:

Pricing allows for capturing of all proposed individuals per Category, meaning there is 1 pricing schedule per category.

Query 6:

When completing information around duration in a specific project and role is that calendar months or full-time equivalents?

Response:

Total months will be counted. Overlapping months will be counted once only.

Query 7:

What constitutes a leadership vs support role? Is leadership to be interpreted narrowly as in leadership of a specific project or more broadly as in leadership of a specific area of the project (e.g. legal and policy) within a multi-disciplinary team?

Response:

Please see query 35.

Query 8:

In the CV section when asking for name of Institution does this refer to the name of institution working on or the contracting party if different? For example, on a GTAC commissioned assignment for the Department of Employment of Labour would one list GTAC or DEL in this box?

Response:

Please list both if unsure.

Query 9:

In CV section when asking for a sphere of government:

- a. What is the difference between a SOE and a public entity? Are SOEs commercial public entities listed in Schedule 2, 3B or 3D of the PFMA, and public entities those listed in Schedule 3A or 3C of the PFMA?
- b. Why are SOEs and public entities included in this section as constitutionally we only have three spheres of government, namely national, provincial and local?
- c. This area of the CV form states that if the sphere of government is not listed, please include in available space – can you give us an example of what could be completed here other than the 5 listed spheres?
- d. Part B of the evaluation criteria under public sector experience speaks of duration and breadth and allocates points per sphere of government. Will this allocation be based on the traditional concept of 3 spheres or the 5-sphere construct adopted in the CV section? I.e. If I can demonstrate 15 years relevant work experience at a national, SOE and public entity level do I get three spheres and full marks or only 1 sphere and 3 marks?

Response:

Refer to query 33.

Query 10:

The CV does not appear to have place for who commissioned a project and / or references? Please confirm this is the case or explain where such references should be included?

Response:

The project client is the entity that commissioned the project.

Query 11:

What is the purpose of additional relevant information which is described as optional and how will such information be used when evaluating responses as it does not appear to be listed in the evaluation criteria?

Response:

For evaluators to assess relevance of additional information to criteria.

Query 12:

The bidder has completed everything and double-checked but on the Summary page it indicates that the SBD Forms and the CV is incomplete but can't see what is incomplete.

Response:

Please log your query on the system.

Query 13:

How can I delete a Pricing Schedule?

Response:

Please log your query on the system.

Query 14:

I was going through my submission today and noted that I had inadvertently uploaded an incorrect degree certificate and authorisation letter. I could not see how to delete the document so I could upload the correct version. It also does not appear me to upload a second certificate without first deleting the incorrect one.

Response:

Please log your query on the system.

Query 15:

It seems that your evaluation criteria penalise those with deep experience in a specific sphere and rewards those with general knowledge in all spheres of government as shown below:

As a result, your scoring would score a bidder with 20 years of deep experience in SOCs or Municipalities only a 3 and an entity with only 6 years of experience in all the spheres a 4. This would deprive the client (Government) of deep expertise in a particular sphere.

Perhaps a remedy would be to separate the spheres instead of bundling their scores. For example, a bidder can choose a sphere and be scored for that sphere only.

Response:

Please refer to the Terms of Reference as they have been drafted to respond to the business of GTAC.

Query 16:

The bidder was unable to attend the briefing. While it is non-compulsory I believe it contained important information.

Would it be possible to obtain a recording or a link to the recording?

Response:

Information related to the briefing session (presentation) will be uploaded on the GTAC website together with this Q&A and not the recording.

Query 17:

Please can you indicate how we can use this "other?" clause to meet the public sector evaluation points requirements – an example will be great! Where is the other field?

“Other” is not public sector.

Quote for CV template

“If you have additional general public sector experience not already covered, it may also be included. (This can be done by selecting the option “Other” as project classification.) For evaluation purposes, category or sub-category-specific experience performed in the public sector will be counted toward your total public sector experience.” Have difficulty as in most categories have to show more than 10 years’ experience and projects on the CV template are generally on focused shorter term?

Response:

Projects are not necessarily short-term. Similar and repeated projects can be grouped on the template.

Query 18:

The RFP requires SAQA accreditation for international qualifications. Given that the processing time can be several weeks or longer, can we include a letter confirming that the evaluation has been applied for and will be provided if the official SAQA certificate is not yet available by the submission deadline? Would that be accepted for compliance or technical evaluation purposes?

Response:

See response to query 39.

Query 19:

I am writing to seek clarification regarding the requirements for bidders in relation to the establishment of the panel. Specifically, I would like to understand whether the bidder must be part of or fall under a company, or if a registered sole proprietor is also eligible to participate. For example, if a bidder is bidding for Tier 1 as a Senior Advisor, would they need to be associated with a company, or can they participate as a registered sole proprietor?

Response:

See response to query 28.

Query 20:

Are we allowed to bid for 1 category only?

Response:

You can bid for multiple categories.

Query 21:

We can bid on the categories that we are interested in, and with reference to Table 3 (p.8) it indicates the number of Tier I and Tier II advisors sought per category. For clarity, is this the maximum number for the overall panel given the maximum of three CVs per category? It is not meant to be the number of CV's required per submission. If we only have one person who meets the requirements, can we submit just one CV?

Response:

The numbers mentioned in table 3 page 8 indicates the maximum size of each category on the panel. The restriction to 3 CVs per category applies to bidders.

Query 22:

This portal appears to be setup for individual registrations and not company/ entity registration. Please clarify.

Response:

This tender is set up for individual technical advisors to be placed on a panel. They can apply as individuals or through companies.

Query 23:

Can we sign the forms electronically?

Response:

Forms need to be filled in the system itself with full detail under the signature field. Only the CV declaration form to be downloaded and signed before uploading.

Query 24:

Will queries in the chat be responded to via the portal or through a Notice to Tenderers?

Response:

They will be responded to via GTAC website.

Query 25:

Specifically for category 12 - can we apply as 'firms' for the advisor role? By putting forward three CVs for the advisor role. "GTAC intends awarding framework agreements to four (4) Tier I advisors (each supported by a junior resource)," --> presumably 'an advisor' can then mean a firm?

Response:

We are looking for individual technical advisors.

Query 26:

Can companies join to set up a Joint Venture and then submit as a JV?

Response:

We are looking for individual technical advisors and the evaluation is also based on the individuals. JV are not prohibited but may not be practical for this bid.

Query 27:

If you are evaluating on individual level and not company level, how will you evaluate the BEE portion of the bid? Here the criteria are on company level.

Response:

A registered sole proprietor can respond to this bid and claim based on that single individual.

Query 28:

As the panel will be established by qualified, skilled and experienced service providers/ technical advisors - does that mean that the bidder has to be part/ fall under a company or can it be a registered sole proprietor?

Response:

We are looking for individuals as technical advisors, whether they belong to a company or apply as individuals.

Query 29:

For the admin support role, how will that be charged and will that eat into number of hours available to senior advisors? Or is there a separate bucket of hours allowed for administrative work

Response:

Refer to Terms of Reference.

Query 30:

Is there a file size limitation to upload documents on the system?

Response:

The upload file size limit is 50Mb.

Query 31:

SBD 6.1 - Given that we will not know comparative pricing does one simply claim 90 points and this will be adjusted internally in due course?

Response:

Please see answer to query 3.

Query 32:

SBD 6.1 can see the split of the 5 points for race and 5 points for gender - is there any allocation for SMMEs which attract a level 4 on "old" scorecards?

Response:

Please see answer to query 3.

Query 33:

Spheres of government and the associated points allocation based on 3 spheres, but the form itself speaks of 5 possible spheres options plus another category. Please clarify how many possible answers to spheres will be allowed as the form seems conflicted?

Response:

The spheres can be national government, provincial government, local government, public entities, SoEs.

Query 34:

If someone applies for more than one category, does one have to re-enter all the CV data or will the system link CVs across categories?

Response:

The information must be entered for each category if applying to several categories.

Query 35:

Does leadership or support position: Does leadership only refer to project management of an entire project or does it include leadership of a specific work area in a multi-disciplinary team?

Response:

Leadership can mean project management or a specific area.

Query 36:

We would like to seek clarity regarding the mandatory requirement for SAQA accreditation in relation to international qualifications.

Since July 2024, we have submitted several SAQA applications for international qualifications. However, we have received confirmation from SAQA that they are undergoing major system changes, resulting in significant backlogs and extended processing times.

Response:

Please see answer to query 39.

Query 37:

CV template not consistent - see project 8 onwards

Response:

Categories templates do differ.

Query 38:

When applying for more than one category; should submission of compliance docs & CVS have to be submitted per category

Response:

Each set of information for each individual needs to be entered separately under each category.

Query 39:

The RFP requires SAQA accreditation for international qualifications. Given that the processing time can be several weeks or longer, can we include a letter confirming that the evaluation has been applied for and will be provided if the official SAQA certificate is not yet available by the submission deadline? Would that be accepted for compliance or technical evaluation purposes?

Response:

A SAQA accreditation is required for international qualifications. If one has such a recent qualification that it has not yet been accredited by SAQA, they may choose their next highest qualification. We will not accept a receipt by SAQA as that does not guarantee accreditation.

Query 40:

The highest qualification is it a degree certificate or professional registration?? no space for both

Response:

The highest qualification refers to an academic qualification only.

Query 41:

Is the CV consent form signed by the proposed individuals or by the bidder on their behalf?

Response:

This is the responsibility of the bidder to ensure that all the individuals proposed in the submitted they gave consent. The form is therefore confirming that the bidder got consent, so the bidder signs not individuals.

Query 42:

Do bidders need to respond to all categories, or can they choose specific ones?

Response:

No need to apply for all, only apply for the one you relate to as per your expertise.

Query 43:

How is "technical advisor" defined? Does it include full-time employment experience or is it restricted to consulting roles?

Response:

"Technical advisor" refers to someone with specialized expertise who has applied it on relevant projects. It can include employees (not only consultants), as long as they meet the experience criteria.

Query 44:

Can one individual submit their CV under multiple categories?

Response:

Yes, a CV can be submitted for multiple categories by a single bidder. The prohibition is in terms of a CV being submitted by different bidders,

Query 45:

Should current Technical Advisors apply through this bid if their contracts are ending?

Response:

This is an open bid where all interested service providers may apply. It is a new independent process and is not linked to any contract.

Query 46:

If a bidder enters data for one category, does the system allow re-use of this data for other categories or must it be re-entered?

Response:

Refer to answer on 34.

Query 47:

There seems to be a misalignment of the CV and evaluation criteria. How will evaluators assess years of experience and project completion given the format of the CV submission on the system?

Response:

The CV field does cover all the required information needed for evaluation purposes.

Query 48:

Will the Framework Agreements be with the company or resources for the use of particular resources?

Response:

Framework agreements will be with either individuals or companies, depending on how the bidder is structured and registered on the CSD.

Query 49:

Will the resource be required to be available for the 5-year period?

Response:

Not full-time, but availability is important. Resources will be contacted based on a rotation system, and unavailable advisors may be skipped.

Query 50:

Will the system allow for multiple access for a single bidder for capturing individual CVs?

Response:

Two users can log in to the system using the same username on different machines. The system will generate logs for both machines. However, a conflict will arise when performing transactions—for example, if both users are working on the same batch.

Query 51:

Are the hourly rates fixed for the full five years, and is there any provision for adjustments?

Response:

Rates may be revised annually at GTAC's discretion. Bidders may quote lower rates to remain competitive.

Query 52:

Can multiple smaller projects (e.g., several SEZ projects) be combined and submitted as a single aggregated project experience?

Response:

Yes, you may group similar projects under one entry, specifying the total months and relevance.

Query 53:

Can a company subcontract someone (e.g., a retiree without a company) and include their CV?

Response:

Yes, the company can propose someone as long as they take accountability and the consent form is submitted.

Query 54:

Is it possible to test or practice on the system before final submission?

Response:

Yes, you can begin your submission, save progress, and return multiple times before the deadline.

Query 55:

Will the system reject late submissions?

Response:

Yes, the system will not accept submissions after the deadline. No exceptions.

Query 56:

Are CVs scored against specific evaluation criteria?

Response:

Yes. CVs are assessed based on:

- **Years of experience**
- **Relevance of projects**
- **Number of completed projects**
Details must be provided in the CV input fields on the system.
- **Qualifications where applicable.**

Query 57:

Will admin tasks by senior advisors be paid at senior advisor rates?

Response:

No, Admin work must be logged and claimed separately at the capped admin support rate.

Query 58:

Does GTAC have a physical office for project work?

Response:

No, Work is primarily remote, though occasional in-person meetings may be required.

Important notice:

Bidders to take note of an erratum made under Category 11 in terms of weight correction. Pls refer to the updated ToR.