



REQUEST FOR BID

The South African Qualifications Authority (SAQA) invites all interested parties to submit bids for requirements stipulated below:

DOCUMENT NUMBER:	SAQA RFQ 77 - 2026
RFB ISSUE DATE	16 February 2026
RFB CLOSING DATE AND TIME:	20 February 2026 @11:00am
RFB VALIDITY PERIOD	90 Days (from RFQ closing date)
DESCRIPTION	Provisioning of Maintenance and Development of the Searchable Databases, VeriSearch, and the XML URL builder for SAQA National Learners Record Database.
PERIOD	24 months
RESPONSES/SUBMISSIONS	All responses/submissions should be sent to rfq@saqa.org.za
ENQUIRIES	Please direct all enquiries to: E-Mail Address: dmotsoai@saqa.org.za

SECTION 1: TERMS OF REFERENCE

1. INTRODUCTION

- 1.1. The National Qualifications Framework (NQF) Act, 67 of 2008 mandates SAQA to oversee the further development and implementation of the NQF, advance its objectives, and co-ordinate the three Sub-Frameworks.
- 1.2. The objectives of the NQF are designed to contribute to the full personal development of each learner and the social and economic development of the nation at large.
- 1.3. By implication, therefore, SAQA as the custodian of the NQF plays an influential role in the entire education and training sector.

2. PURPOSE

- 2.1. SAQA intends to appoint a service provider for the procurement of Maintenance and Development of the Searchable Databases, VeriSearch, and the XML URL builder for SAQA's National Learners Record Database for a period of Twenty-four (24) months.

3. SCOPE OF WORK

DETAILED SPECIFICATIONS	<p>DETAILED SPECIFICATIONS</p> <p>The detail specification requirements are as follows for the service provider that will be appointed with the following mandatory requirements:</p> <p>1. Ensure the accurate and timeous daily updating of the relevant server with the information required for the searchable databases by:</p> <p>a) Using suitable scripts, update the external SAQA server (server 1) from the NLRD's internal server once every 24 hours. Ensure that a copy of this extract is kept on SAQA's external server. Update the download scripts when structural changes are made to the NLRD. (Both SAQA servers are CentOS Linux servers.)</p> <p>b) Have a dedicated server available (server 2, separate from the SAQA servers) for the staging (live hosting) of the searchable</p>
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databases and the XML URL builder. Copy the extract from SAQA's external server to this hosting server. Allow for traffic of more than 100 GB per month, with expected peaks of up to 300 GB.

c) Have dedicated servers available (separate from the SAQA servers) for the secure FTP staging area for data loads to the NLRD and its related systems. Copy the extract from SAQA's external server to these hosting servers. Allow for the traffic of more than 12 GB per month.

d) Have a separate server available for user acceptance testing (testing server 3).

2. Host the searchable databases, VeriSearch, XML URL builder, and secure FTP staging area for data loads to ensure access to them, 24/7/365 to:

a) Ensure the availability of the searchable databases, and their accessibility from the SAQA website, at all times.

b) Ensure the availability of VeriSearch and its accessibility from the SAQA website, at all times.

c) Ensure the availability of the XML URL builder to registered subscribers at all times.

d) Ensure the security and integrity of the searchable databases, VeriSearch, and the XML URL builder.

e) Ensure ongoing search capabilities by means of user-defined SQL queries, generated via the standard search screen.

f) Ensure the availability and security of the secure FTP staging area for data loads (especially of learner achievements) to the NLRD and its related systems.

3. Monitor the daily updates to the searchable databases and VeriSearch, and report this daily to SAQA:

a) Maintain the searchable databases, which are written in PHP 5.3 and MySQL, and which have more than 2.1 million records.

Some of these records are:

Change to: PHP 5.6

b) Maintain the XML URL builder

Change to: Maintain the XML URL builder which has an Laravel 10 administration interface.

4. Maintain, and further develop, the searchable databases, VeriSearch, and the XML URL builder:

a) Maintain the searchable databases, which are written in PHP 5.3 and MySQL, and which have more than 2.1 million records.

Some of these records are:

- More than 18 000 qualifications.
- More than 800 000 provider accreditation records.
- More than 60 000 unit standard linkages to qualifications.
- National Career Advice Portal (NCAP) data.
- Edu.Dex data (Edu.Dex is a data validation tool used by the

NLRD data

- suppliers).
- More than 860 000 secure verification records.

b) Maintain the XML URL builder. (SAQA is responsible for managing the users and passwords.)

c) Further develop the searchable databases, VeriSearch, and the XML URL builder, based on requests and specifications from.

4. SERVICES LEVELS AND APPLICABLE PENALTIES

Minimum Service Level	Target	Penalties
Provisioning of Maintenance and Development of the Searchable Databases, VeriSearch, and the XML URL builder for SAQA National Learners Record Database for a period of (24) months	100% delivery for the duration of the contract	15% of the monthly invoice fee per incident

5. EVALUATION CRITERIA

The bid will be evaluated in two (2) stages:

- a) Stage 1: Administrative requirements
- b) Stage 2: Price and preference points.

5.1. STAGE 1: ADMINISTRATIVE REQUIREMENTS

Bidders must ensure that all standard bid documents are signed, and the Central Supplier Database (CSD) report or Unique Number or Supplier number from the CSD is attached to the proposal.

NB: BIDDERS ARE TO COMPLY WITH THE RFQ SPECIAL CONDITIONS

5.2. STAGE 2: PRICE AND PREFERENCE POINTS

All bidders that have passed the administrative requirements will be evaluated in terms of the 80/20 system prescribed by SAQA in line with PPR 2022 as follows:

- i. **80** Points for pricing.
- ii. **15** preference points for the company that has at least 51% black ownership.
- iii. **5** preference Points for the company that has at least 30% black woman ownership.

NB: Bidders must submit the certified B-BBEE Certificates copies/Sworn Affidavits indicating ownership percentage to claim the preference points.

PRICE SCHEDULE

- 5.3. Bidders to provide pricing for evaluation purposes.
- 5.4. The quoted rates will be applicable for the duration of the contract, including

escalations for the following years.

- 5.5. SAQA will be requesting the goods through an email request, and the successful bidder should be able to deliver within 1 week.

NAME OF BIDDER	BID NUMBER
	<p align="center">SAQA RFQ2026 Maintenance and Development of the Searchable Databases, VeriSearch, and the XML URL builder for SAQA National Learners Record Database for a period of (24) months.</p>

Specifications	Period	Unit cost in Rands	Total cost incl of all applicable taxes
<p>1. Maintenance and Development of the Searchable Databases, VeriSearch, and the XML URL builder for SAQA National Learners Record Database for a period of (24) months.</p>	<p>24 months</p>		
<p>Grand Total for the specification</p>			

6. RFQ Special Conditions

- 6.1. Bidders should submit the recent National Treasury (CSD) Central Supplier Database's report.
- 6.2. Bidders are required to submit an original or certified copy of the B-BBEE certificate or Sworn Affidavit as per the B-BBEE Act. The SANAS Logo should be visible on the B-BBEE Certificate.
- 6.3. Bidders must complete, sign, and submit the attached SBD 4 and SBD 6.1 forms.
- 6.4. The proposal and required documents must be submitted using the PDF format only, through email to rfq@saqa.co.za
- 6.5. In Instances, where brand names are mentioned, SAQA will accept equivalent items

that have similar specifications.

- 6.6. The National Treasury's General Conditions of Contract (GCC) will apply and is enforceable on this RFQ.
- 6.7. The RFQ will be evaluated in terms of the 80/20 system prescribed by the Preferential Procurement Policy Framework Act (PPPFA).

7. PROTECTION OF PERSONAL INFORMATION

- 7.1. In this clause, the words "personal information", "processing" and "responsible party" have the meanings ascribed to them in the Protection of Personal Information Act, 2013 (Act No.4 of 2013).
- 7.2. SAQA will comply with the Protection of Personal Information Act, 2013 (Act No.4 of 2013, (POPIA) by lawfully processing personal information submitted by bidders in accordance with the conditions of lawful processing as set out in POPIA.
- 7.3. All bidders must comply with their obligations as set out in POPIA for which they are a Responsible Party before sharing any information with SAQA.
- 7.4. SAQA will not be held liable for any non-compliance with the provisions of POPIA or unlawful processing or sharing of information by a bidder.

SBD4

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest¹ in the enterprise, employed by the state? **YES/NO**

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

2.2 Do you, or any person connected with the bidder, have a relationship

¹ the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

.....
.....

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

2.3.1 If so, furnish particulars:

.....
.....

3 DECLARATION

I, _____ the _____ undersigned, (name).....in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

- 3.1 I have read and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium² will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring

² Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

- 3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.
I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

..... Signature Date
..... Position Name of bidder

PREFERENCE POINTS CLAIM FORM IN TERMS OF THE PREFERENTIAL PROCUREMENT REGULATIONS 2022

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

To be completed by the organ of state

(delete whichever is not applicable for this tender).

- a) The applicable preference point system for this tender is the 90/10 preference point system.
- b) The applicable preference point system for this tender is the 80/20 preference point system.
- c) Either the 90/10 or 80/20 preference point system will be applicable in this tender. The lowest/ highest acceptable tender will be used to determine the accurate system once tenders are received.

1.3 Points for this tender (even in the case of a tender for income-generating contracts) shall be awarded for:

- (a) Price; and
- (b) Specific Goals.

1.4 To be completed by the organ of state:

The maximum points for this tender are allocated as follows:

	POINTS
PRICE	80
SPECIFIC GOALS	20
Total points for Price and SPECIFIC GOALS	100

80/20

or

90/10

$$Ps = 80 \left(1 + \frac{Pt - Pmax}{Pmax} \right) \text{ or } Ps = 90 \left(1 + \frac{Pt - Pmax}{Pmax} \right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration Pmax = Price of highest acceptable tender

POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
 - (a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
 - (b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system, then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.
(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.
Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
At least 51% black ownership		15		
30% black woman ownership.		5		

DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

- Partnership/Joint Venture / Consortium
- One-person business/sole propriety
- Close corporation
- Public Company
- Personal Liability Company
- (Pty) Limited
- Non-Profit Company
- State Owned Company

[TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/firm for the preference(s) shown and I acknowledge that: i) The information furnished is true and correct; ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;

iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;

iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –

- (a) disqualify the person from the tendering process;
- (b) recover costs, losses or damages it has incurred or suffered as a result of that person’s conduct;
- (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
- (d) recommend that the tenderer or contractor, its shareholders and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
- (e) forward the matter for criminal prosecution, if deemed necessary.

.....
SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME:

DATE:

ADDRESS:

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