



Transport Education Training Authority

Driven by Vision

COMPLIANCE CHECKLIST OF RETURNABLE DOCUMENTS BY THE BIDDER

SCHEDULE 15 - COMPLIANCE CHECKLIST OF RETURNABLE DOCUMENTS MANDATORY REQUIREMENTS – STAGE 1 EVALUATION

Bidders who fail to meet and of the following mandatory requirements will be disqualified at Pre-Compliance Phase:

NB. Tick with "X" if you comply / not comply / Not Applicable

Criterion	Requirement	Comply	Not Comply	Not Applicable
Invitation to bid (SBD 1)	The form must be completed and signed in black ink.			
Bid submission	- Bid documents must be completed in full and all declarations of interest signed. For JV or consortium all declarations must be signed by all parties. Only one (1) original copy must be submitted, signed by an authorised representative (s). - A second copy of the MUST be submitted through a virus free USB.			
Declaration of Interest (SBD 4)	The bidder must fully complete and sign the Declaration of interest form. For JV or consortium all parties must complete and sign this declaration, per company.			
SARS Pin / CSD Supplier Number	- The bidder must submit a SARS Pin with expiry date to assist with verification of Tax Affairs. - If SARS Pin is not submitted provide CSD Supplier Number In a case of a JV, both companies' Tax			

Criterion	Requirement	Comply	Not Comply	Not Applicable
	Clearance Certificates or SARS pins must be submitted			
Monitors Experience	The bidder's Monitors must possess a minimum of 5 years in the ETDP space Trainer/Assessor/Moderator/Trade Test Officer on an Apprentice training for a trade in a technical or maintenance environment NB. Complete the respective Schedule of the RFB document.			
Monitors References	The bidder's Monitor must provide at least a minimum of three (3) reference letters making specific reference to the nominated Monitor and not for a company.			
Briefing Session	No Compulsory briefing session will be conducted.			
Central Supplier Database Registration	The bidder must be registered as a supplier with Treasury on www.csd.gov.za. (Please attach proof).			

NB: All bidders who pass the Pre-Compliance Evaluation will be further evaluated to Quality Evaluation Stage.