

MEMORANDUM



FROM :Iziko Museums of South Africa

REGARDING :Addendum (RFQ) FOR THE REVIEW OF IZIKO'S PROCUREMENT, SUPPLY CHAIN MANAGEMENT POLICY AND STANDARD OPERATING PROCEDURES

DATE :09 October 2026

REQUEST FOR QUOTATION (RFQ) FOR THE REVIEW OF IZIKO'S PROCUREMENT, SUPPLY CHAIN MANAGEMENT POLICY AND STANDARD OPERATING PROCEDURES. CONDUCT THE PROVISION OF PUBLIC PROCUREMENT AND RELATED FINANCE POLICY TRAINING SERVICES

IZIKO-RFQ-FIN-PROFESSIONAL SERVICE-POL 25/09/26

We wish to provide the following clarifications:

1. SETA Accreditation and Training Certificates

SETA accreditation is not a mandatory requirement for this RFQ. The training envisaged is intended for professional development and institutional capacity building, rather than the award of a formally accredited qualification.

The certificates referred to in item 4 of the pricing schedule are certificates of attendance, confirming participation in the respective training sessions.

Bidders are nevertheless required to demonstrate that their nominated trainers or lead professionals possess the requisite qualifications, knowledge and practical experience in public sector procurement and SCM, as stipulated in the RFQ.

2. Availability of Iziko's SCM Policy, Related Policies and SOPs

The review of Iziko's SCM Policy, related policies and supporting Standard Operating Procedures (SOPs) forms part of the scope of work to be undertaken by the appointed service provider.

Bidders are therefore expected to develop and submit their proposed methodology and training approach based on the published terms of reference, applicable legislative and regulatory requirements, and the training objectives outlined in the RFQ.

The relevant policies and SOPs will be made available to the successful bidder upon appointment to facilitate the review process.

It is envisaged that the training content and materials will be refined and contextualised following the review of these documents, ensuring that the training addresses Iziko's institutional requirements, identified gaps and areas requiring improvement.

Bidders should also ensure that their proposals adequately address the training needs of the three distinct groups of officials identified in the specification, taking into account their respective roles and responsibilities within the SCM process.

We trust that the above clarifies the requirements and will assist you in finalising your submission.

Regards,