

QUESTIONS AND ANSWERS:

GTAC 019-023- 2023-24 : TERMS OF REFERENCE AND INFORMATION TO BIDDERS : THE PROVISION OF TECHNICAL ADVISORY SERVICES TO THE GOVERNMENT TECHNICAL ADVISORY CENTRE (GTAC) FOR THE INTERGOVERNMENTAL RELATIONS (IGR) DIVISION TO SUPPORT IN THE IMPLEMENTATION OF THE MUNICIPAL FINANCE IMPROVEMENT PROGRAMME (MFIP) PHASE IIIx

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

CLARIFICATIONS

- Requests for clarification must be made in writing by e-mail to psp@gtac.gov.za
- Requests for clarification will be accepted by GTAC until 12 January 2023. The submission reference [GTAC 019-023-2023-24] should be mentioned in the email.
- Telephonic requests for clarification will not be accepted.
- The clarifications will be made available to all applicants by an email notification from psp@gtac.gov.za

The questions received within the period allowed were consolidated and answered as per the table below:

No.	Question	Response
1.	I hereby wish to enquire if I can utilize the TA CV Template: Municipal Support for GTAC 019-2023-24-Bid Document which was applicable/required for Bid Number GTAC 009-2021-22?	• Please note that the CV templates are not the same and therefore the bidder must use the new CV template as placed on the website.
2.	I would like to get some clarification for the above-mentioned tender document. 1. SBD 2/ Tax Clearance Certificate. If we already have a Certificate, can we include that or do we have to apply for a new certificate? Also, If we supply our own certificate that we already have, should we insert it at SBD 2, in envelope 1 or envelope 2?	• See column no. 14 below.

3.	I would like to get some clarification for the above-mentioned tender document. Envelope Break down: Envelope 1: Functionality proposal: What all parts specifically of the document or supporting documents do you need in this envelope? Envelope 2: Price schedule: What all parts specifically of the document or supporting documents do you need in this envelope?	See column no. 11 below.
4.	I just need clarity with regards to this bid pertaining to the following. I am currently employed on a 12-month contract with the Department of Human Settlements Free State. This contract comes to an end on 06 February 2024. Will I based on this contract be deemed to be in the employment of the State?	Yes, because currently you are state employed.
5.	I am seeking clarification on the mentioned tender and the requirement to not be in service of the state. I am a municipal official intending to move away from the service of the state (municipality) and need to confirm whether I'd be eligible for this GTAC tender if I resigned and am still busy working a notice period during January and February 2024. I would therefore not be in service of the state from March 2024, but cannot risk being rejected during the evaluation phase of the mentioned tender?	CVs from persons in the employ of the state and persons currently contracted on MFIP will not be considered.
6.	Kindly assist in clarifying how many copies of the original are we submitting or we just submitting one original?	One original functionality proposal and one original price/financial proposal are needed.

7.	I have checked all the tenders for GTAC advisors and would like to find out, related to the current advisors: Their contracts end on 30 September 2024, and these new tenders extend beyond this period, to 31 March 2026. Should existing consultants apply for these tenders so that they can benefit from the extended period, or is it envisaged that another tender will be published around September with a similar service period?	Kindly note that approval was granted to extend the current contracts by 18 months till 31 March 2026. The TOR doesn't allow TAs on the programme to apply for this current tender.
8.	I refer to an advertised Tender No. GTAC 019-2023-24 for 17 Municipal Support Advisors. - Is the Tender Briefing compulsory? - Where and when is the Tender Briefing session. - Are Individuals(non-corporate bodies) considered for this Bid?	- No, there was no compulsory tender briefing. - Any companies/individuals are more than welcome to apply for this bid.
9.	What am I now enquiring is on the pricing schedule if the price rates include the transport costs and if the price is capped to below the government specified rates based on the 230 working days per year or 1830 w/hours per annum? I also want to get if the references should strictly be done on a rewritable Word as provided.in word format or a separate CV on PDF.	- See paragraphs 8.2.6 and 8.2.7 of the ToR (Mscosa) - See paragraphs 7.2.5 and 7.2.8 of the ToR (Municipal Support) - See paragraphs 7.2.5 and 7.2.8 of the ToR (Budget and Revenue Management) - See paragraphs 7.2.5 and 7.2.8 of the ToR (Accounting and Audit Support) - See paragraphs 7.2.8 and 7.2.9 of the ToR (Asset Management) - Word CV template must be fully completed and signed including references, however the evidence/proof is necessary as an additional information.

	Lastly is VAT registration compulsory on all service providers if the supplier is awarded?	Successful bidders will be required to register for VAT as the annual contract amount is above the VAT threshold.
10.	I wish to enquire if it would be necessary to submit the terms of reference and Annexure A together with the Bid documents.	Yes.
11.	I enquired about instruction or requirements for completion and submission of bid document. In your previous Bid Number GTAC: 009 2021-22-bid document for bid this part was very clear. That bid document covered issues like standard bid document and technical submission.	Packaging and submission of bids should be as follows: Envelope 1 must include all Submission Requirements (e.g. technical proposals, SBD forms and other administrative requirements) stipulated under paragraph 5 of the bid/TOR. Envelope 2: SBD 3.3/ Price proposal/schedule must be completed and signed including the proposed name of resource/s as per position requested in the TOR.
12.	I am working on the GTAC advisor tenders and have the following query please: One of my current consultants would like to change his assignment to one of those being advertised in the new tenders. Should he apply for the desired assignment, or can he ask for an exchange?	- Clause 4.1.2 (a) of the TOR (GTAC 019- 2023-2024) state that CVs from persons in the employ of the state and persons currently contracted on MFIP will not be considered. - Based on the above-mentioned clause it is not possible for a resource currently contracted to be considered. Furthermore, we do not consider exchange of assignment as a resource is appointed for a specific assignment based on that assignment's TOR and therefore, we cannot transfer them to another assignment.
13.	I note that Ubuntu a LM and Thembelihle LM are in the Northern Cape but on the CV template they have been listed under Mpumalanga. Kindly clarify if this is correct.	Kindly note that was an error and duplication, the municipalities under Mpumalanga are Mkhondo LM and Dipaliseng LM. Attached the corrected CV template.

14.	My question is around SBD2 page 2 of 2 that if you already have a tax compliance status pin, if it is still necessary to complete the TCC 001 form?	A completion of SBD 2 is not necessary in this regard, only a valid tax pin must be provided for purposes of verifying that the tax matters of the bidder are in order. However, the bidders must be registered on Central Supplier Database (CSD) and provide the CSD registration or pin number. at the closing date and time of this bids.
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