



18 August 2023

Expression of Interest on Learning Programmes Special Projects

The Media Information and Communication Technologies (MICT SETA) hereby invites suitable project management companies/project managers with the capacity to manage and implement the following learning programmes at the selected district municipalities.

NB: MICT SETA reserves the right to appoint or award more than one Project Management Company in line with the Discretionary Grants Policy.

1. Learning programmes

District Municipality	Learning Programme	Number of Learners	Duration
Nelson Mandela Bay Metropolitan Municipality (Eastern Cape)	Internship	25	12 Months
	University Programme	25	12 Months
Alfred Nzo District Municipality (Eastern Cape)	Internship	38	12 Months
Cape Town Metropolitan (Western Cape)	University Placement	30	12 Months
	Internship	30	12 Months
Ngaka Modini Molema District Municipality (Northern Cape)	TVET Placement	35	18 Months
	Learnership	15	12 Months
Ehlanzeni District Municipality (Mpumalanga)	TVET Placement	25	18 Months
	Internships	25	12 Months
Gert Sibande District Municipality (Mpumalanga)	Internship	25	12 Months
	University Placement	25	12 Months
	TVET Placement	25	18 Months

Sekhukhune District Municipality (Limpopo)	University Placement	25	12 Months
Vhembe District Municipality (Limpopo)	University Placement	25	12 Months
	Learnership	25	12 Months
Zululand District Municipality (KZN)	Learnership	30	12 Months
	University Placement	30	12 Months
eThekweni District Municipality (KwaZulu- Natal)	Learnership	30	12 Months
	University Placement	30	12 Months
Thabo Mofutsanyana District Municipality (Free state)	Internship	32	12 Months
Mangaung District Municipality (Free state)	University Placement	35	12 Months
	TVET Placement	15	18 Months
Gamagara District Municipality (Northern Cape)	Internship	25	12 Months
	University Placement	25	12 Months
City of Tshwane Metropolitan Municipality (Gauteng)	University Placement	50	12 Months

2. Technical Evaluation Criteria

No	Technical Measure	Weight	Rating Scale
		100	
2	Applicant Company Profile & Projects	35	
2.1	Provide detailed company profile-related documents demonstrating the applicant number of years of rendering project management services.	5	The Applicant has submitted a company profile demonstrating the number of years of being in Business (5) = 9 - 10 years' experience or more (4) = 6 – 8 years' experience (3) = 4 – 6 years' experience (2) = Less than 3 years' experience (0) = No information provided

2.2	Proof of the project Management experience of projects over R20,000 000 (Twenty Million Rand) Skill Development and training or Lead project manager who has managed a similar project of the value of 20 million in one financial year.	30	<p>Applicant Projects Financial statement, Project Implementation Plan and Project Closure Report of similar projects.</p> <p>Score the amount not years:</p> <p>(20 points) = R20 million -R22 million (25 Points) = R22 million -R25 million (27 Points) = R25 million -R27 million (30 Points) = R27 million -R30 million</p>
2.3	Applicant Capability To Provide Resources	15	
2.3.1	<p>The Project Management company or project managers must demonstrate their capability to provide MICT SETA with resources as per MICT SETA resource output level requirements by providing a one-page cv for each role. i.e. one (1) Senior Programme Manager, one (1) Project Manager and one (1) Junior Project Manager) with the level of Seniority (Strategic, Tactical and Operational), Qualifications, Experience, and Certification/Accreditation as per MICT SETA requirements.</p> <p>NB: The Applicant to attach the certified copies of qualifications.</p>	15	<p>The Applicant has submitted.</p> <p>Qualifications</p> <p>3= Proof of Senior Project/Programme Manager recognised qualification at NQF Level 8 or equivalent qualification in the field of Project Management. (NB: Certified copies attached).</p> <p>2 =Project Manager years of experience in Project Management or (NQF Level 7 equivalent qualification in the field of Project Management. (NB: Certified copies attached)</p> <p>1=Junior Programme manager have 3-5 years of experience or NQF Level 6 equivalent qualification in the field of Project Management. (NB: Certified copies attached)</p> <p>Experience on CV</p> <p>The level of seniority (Output level)</p> <ul style="list-style-type: none"> • 5 = Strategic Programme/Project Management Experience in managing learning programmes (5-10 years) • 3= Tactical Project Management Experience in managing learning programmes (3-5 years) • 1= Operational Project Management Experience in executing learning programmes (1-2 Years) • 0 = No information provided



2.4	Applicant Reference Letters from Clients (Testimonials)	10	
2.4.1	<p>Applicant is required to provide contactable References letters from clients to whom project management of the learning programme or similar services has been rendered. (These are to be clearly placed under the separate folder that the Applicant is applying for to prevent confusion during the DG evaluation stage).</p> <p>Note: ✓ Two (2) References are required. Applicant should include for each reference: - the name of the client, and contact person with Contact details (Contact number &/or Email Address), - the duration of the Applicant contract with the Client related to the relevant category, - a brief description of all services provided to such company related to the relevant category, - Level of performance related to the relevant category indicating: Excellent, Good or Poor. Note: Letters that do not reflect the above requirements will not be allocated points</p>	10	<p>Confirming letters confirming successful implementation of Project Management of skills development programmes (Per the reference letter submitted)</p> <p>(10) = For each applicable reference that indicated all criterions listed (2x3).</p> <p>(8) = Level of performance relevant to the category indicating Excellent, Good or Poor:</p> <p>(6) = For each reference that demonstrate excellent level of performance. (2x3)</p> <p>(4) = For each reference that demonstrate good level of performance. (1x3)</p> <p>(2) = For each reference that demonstrate poor level of performance. (0x3)</p>
2.5	Applicant Skills and Knowledge Transfer	10	
2.5.1	<p>must demonstrate how the transfer of relevant knowledge and skills will be implemented to Unemployed youth participating in the following work base learning programmes (Learnership, Graduate Internship/TVET Placement and University Placement on their bidding category/categories.</p>	10	<p>The Applicant has submitted: (3) = Knowledge and skills transfer plan. (3) = process for transferring knowledge relevant for the category they are bidding for . (3) = How they are going to prevent knowledge loss. (3) = Reports on the Knowledge and skills transfer</p>



			(1) = Platform to facilitate the knowledge and skills transfer (0) = No information provided.
2,6	Applicant Work Experience	10	
2.6.1	MICT SETA Accreditation on the learnership programmes as shown in table 1	5	Accreditation as per programmes in table 1: (15) = Accredited in all programmes (10) = Accredited in 50% of programmes (5) = Accredited in 25% of programmes (0) = Accredited below 25%
2.6.2	Proof of number the learners trained over the period where the Applicant s provided Project Management Services or Training. Indicate on a Year-On-Year basis. Applicant must provide a list of graduates or learners completed learning programmes.	5	Number of Learners Trained (10) =Trained over 2000 Learners (5) =Trained 1000 plus learners (0) =Trained less than 1000
2.7	Applicant Methodology and Approach	20	
2.7.1	Clear demonstration of how the Applicant Project Management Programme can be customised and the Turnkey Solution to MICT SETA will be provided for the entire training project value chain. The following items must be included, Project Milestones, Budget Allocation, and Scope of work.	15	(10) = Customised to fit 3 x Category (8) = Customised to fir 2 x Category (6) = Customised to fit 1 x Category (4) = Customised to but not fit any Category (2) = Not customised
2.7.2	Propose a high-level project plan with clearly defined deliverables and timelines for the customisation and implementation of the Project. The plan must make provisions for quality management. Applicant must take into account all MICT SETA key requirements as outlined in the expression of interest.	5	(5) = Customised to fit 3 x Category (4) = Customised to fir 2 x Category (3) = Customised to fit 1 x Category (2) = Customised to but not fit any Category (1) = Not customised



3. The MICT SETA will not award funding for:

- ❖ Set-up costs, e.g., start-up costs.
- ❖ Capital expenditure, e.g., building costs, equipment such as computers, etc.
- ❖ Blacklisted entities.
- ❖ Entities that defaulted to pay learner stipends in the past.
- ❖ Entities who have never managed and implemented learning programmes projects in the past five years for a value beyond 20 million.
- ❖ Project management company that submits fraudulent compliance documents.

4. Application Process

- ❖ Expression of interest must be submitted via an email to: specialprojects@mict.org.za
- ❖ No late or incomplete applications will be considered.
- ❖ The deadline will not be extended.

5. Mandatory compliance documents

In order for your application to be evaluated in line with the Discretionary Grant Policy, the following mandatory supporting documents need to be completed and submitted with each application:

- ❖ Proof of company registration with CIPC.
- ❖ Company Profile highlighting products and services of the company.
- ❖ Valid Certificate Tax Clearance (must not have expired).
- ❖ Valid BBB-EE Certificate or an affidavit.
- ❖ CSD report (**with tax compliance status and verified banking details**).
- ❖ Company shares certificate(s) – not shares register or shareholding confirmations.
- ❖ Reference letters highlighting the list of learning programmes implemented by the entity/company in the past.
- ❖ Proof of company banking details – not older than 3 months.
- ❖ A declaration of interest for Directors and possible relationships with Board members and management of the MICT SETA (On a company letterhead);
- ❖ Large and Medium companies must provide proof of 6% spent of the leviable amount on skills development.

Failure to submit any of the above-listed documents will result in the disqualification of the application.

Applicants must complete and send the expression of interest form when they submit their expression of interest attaching all supporting documentation as depicted in the mandatory compliance documents.

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The application closes on 8 September 2023 (midnight)

All queries must be directed on email: specialprojectsqueries@mict.org.za

Please note: If you have not heard from us within a month of submitting your expression of interest, please consider your expression unsuccessful.