

BID DESCRIPTION: PROVISION OF BURSARY MANAGEMENT SERVICES FOR A PERIOD OF THREE
(03) YEARS

BID NUMBER: EWSETA/RFP/02/2023-4

ISSUE DATE: FRIDAY, 24 NOVEMBER 2023

BRIEFING SESSION: 12 DECEMBER 2023 @ 10:30AM

CLOSING DATE: TUESDAY, 23 JANUARY 2023 @11H00AM

#	QUESTIONS	ANSWERS
1	Are private institution funded	Funding is provided to students who would want to study in private institutions in specific instances however, the majority of funding is directed towards public institutions.
2	Is there a bursary scheme currently running at EWSETA and how big is the scheme	Yes, EWSETA currently do offer bursaries which is between 300 to 400 learners that are funded annually, and they are managed internally.
3	On the bid document it is indicated that the price escalation should be factored in on year 1 and year 2, will this be amended	Yes, the addendum will be posted on the website. The price escalation should be factored in on management fee for year 2 and year 3.
4	Is it possible for the service provider to handle the payments of bursaries to ensure that payments are done timeously?	At the moment there are no challenges regarding processing of the payments. The challenges EWSETA have are with the collating and verification of supporting documents. The service provider will be expected to provide this service and hand over the valid and accurate payment files to EWSETA for disbursement.
5	Which financial year will the successful bidder start with the disbursement and administering of bursaries considering that there are policies that still need to be reviewed and updated.	EWSETA may request the recommended service provider to assist with the registration of learners at the beginning of 2024 academic year (February) which will still be in a current financial year 2022/2023 that will end by the 31 st of March 2023. Depending on when will the tender process be finalised, the recommended service provider will be required in the next financial year to resume with the process of

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		<p>reviewing the policies and procedures which might take approximately three (3) months.</p> <p>Once the first stage of reviewing and updating documents is completed, the service provider will start with the payments process for the 2024 academic year.</p>
6	<p>Should the recommended service provider be requested to assist with the registration on the current financial year, will the cost for the remaining months in the current financial year be negotiated.</p>	<p>Bidders are requested to submit their pricing proposal based on section 4.6 of the bid document. The administration/management of bursaries fees are catered for under variable costs as these variable fees are inclusive of managing the registration, monitoring and evaluations of bursaries and payment.</p>
7	<p>Can EWSETA provide any further guidance to bidders at this stage to assist with formulating strategies and policies for bursary management.</p>	<p>The Sector Skills Plan (SSP) and Annual Performance Plan (APP) are available on the EWSETA website which will include the skills that are funded by EWSETA and provides information on EWSETA strategy and approach.</p> <p>When we get to formulating the strategy, EWSETA will provide inputs and expectations on what should be featured in the strategy to the successful bidder.</p>
8	<p>As it is envisaged that the appointment of the successful service provide will take place in the current financial year, does it mean that the registration will be conducted before the end of financial year and the pricing will only be paid in the new financial year 2024/2025</p>	<p>Bidders should align themselves with the academic years. The bid document indicates that the services are required for a three-year period (2024-2026) academic years and not the financial years.</p>