

TERMS OF REFERENCE

REQUEST FOR PROPOSAL: ESTABLISHMENT OF A THREE-YEAR FLAC MODULE FACILITATOR FRAMEWORK

RFP Reference: SCI/FMF/07/2026

Closing Date: 06 August 2026

Closing Time: 12:00

Submission Email: procurement@soulcity.org.za

Framework Period: Up to three (3) years from the effective date of appointment.

Individual Engagement Period: Limited to the duration and deliverables of the applicable FLAC module/cohort.

1. BACKGROUND

The Feminist Leadership Accelerator for Change (FLAC) Fellowship is a flagship hybrid programme cultivating decolonial feminist leadership among young women aged 19–25 from South Africa, Botswana, Lesotho, Eswatini, and Zimbabwe.

The programme combines ideological grounding, skills-building, and community praxis through the Community Accelerator Project (CAP).

Module facilitators play a critical role in delivering high-quality, transformative content aligned with African feminist epistemology, intersectionality, healing justice, and decolonial pedagogy.

Soul City Institute NPC (SCI) therefore seeks to appoint suitably qualified and experienced facilitators/consultants to facilitate specific modules within the FLAC Fellowship.

Bidders may submit a proposal for one (1) module only. Proposals must clearly indicate the module reference for which the proposal is submitted.

SCI intends to appoint **one** successful facilitator per module and reserves the right to appoint different service providers for different modules.

2. PROCUREMENT AND APPOINTMENT MODEL

SCI intends to establish a FLAC Module Facilitator Framework for a period of up to three (3) years, subject to programme requirements, availability of donor funding, approved budgets, satisfactory performance and the continued need for the relevant module.

The purpose of this procurement is to appoint one suitably qualified facilitator per module through a competitive procurement process.

The successful facilitator appointed for a module will be designated as the facilitator for that module for the duration of the framework period, subject to satisfactory performance, continued availability, funding, programme requirements and the terms and conditions of the final agreement.

The framework is intended to support the delivery of successive FLAC Fellowship cohorts and recurring delivery of the same modules without requiring SCI to undertake a new competitive procurement process each time the same module is required.

2.1 Module-Specific Appointment

Appointment will be made separately for each module.

Each proposal must relate to one module only. Proposals that seek appointment for more than one module will not be considered for multiple module awards and SCI may disqualify or exclude the additional module submissions from evaluation.

SCI intends to appoint one successful facilitator for each module.

The highest-scoring bidder that meets the minimum technical qualifying threshold and is determined to offer the best overall value for the relevant module will be recommended for appointment, subject to the applicable Price and B-BBEE evaluation and SCI's approval processes.

The successful bidder will be appointed as the designated facilitator for the relevant module for the duration of the framework period, subject to:

- satisfactory performance
- continued availability
- availability of donor funding and/or an approved SCI budget
- continued programme requirements
- compliance with the terms of the framework agreement
- compliance with SCI's applicable procurement and approval requirements.

The award of a module under this RFP does not constitute a guarantee of a specific volume of work, number of cohorts, sessions, assignments or expenditure over the framework period.

2.2 Duration of the Framework

The FLAC Module Facilitator Framework will be established for a maximum period of three (3) years from the effective date of appointment.

The three-year framework period is intended to accommodate the anticipated implementation of successive FLAC Fellowship cohorts and/or subsequent delivery of the same or substantially similar module.

The framework period does not constitute a commitment by SCI to procure services for the full three years and does not guarantee a minimum number of cohorts, sessions, assignments or expenditure.

Individual service engagements will be subject to the availability of donor funding and/or an approved SCI budget, confirmation of programme requirements and satisfactory performance.

2.3 Individual Module Engagements

Although the successful facilitator will be appointed to the framework for a period of up to three (3) years, each individual service engagement will be limited to the specific FLAC module and cohort requirement for which the facilitator is engaged.

Each individual engagement will specify, as applicable:

- the relevant FLAC cohort and programme period
- the module to be delivered
- the dates and delivery format
- the specific deliverables

- the number of sessions
- preparation and content development requirements
- reporting requirements
- the applicable fee
- any approved travel, accommodation or other reimbursable costs.

The individual engagement will commence upon written confirmation by SCI and will end upon completion and acceptance of the agreed deliverables for that module/cohort, unless otherwise specified in the applicable engagement documentation.

2.4 Future FLAC Cohorts

Where the same module is required for a subsequent FLAC Fellowship cohort during the valid framework period, SCI may engage the facilitator appointed to that module through the established framework without conducting a new market process.

The original competitive procurement process will have established the facilitator's suitability, capability, experience, scope of services, pricing and applicable terms for the relevant module.

A subsequent module engagement may therefore be issued where:

- i. the requirement remains materially within the scope of the original RFP;
- ii. the framework remains valid;
- iii. the facilitator continues to meet the applicable qualification and experience requirements;
- iv. the facilitator's performance under previous engagements has been satisfactory;
- v. the facilitator remains available to deliver the module;
- vi. donor funding and/or an approved SCI budget is available;
- vii. the applicable pricing remains within the approved framework pricing, including any adjustment permitted under the framework agreement;
- viii. the engagement is approved in accordance with SCI's applicable delegations and procurement procedures; and
- ix. the subsequent requirement does not materially alter the scope, nature or basis upon which the original competitive award was made.

Each subsequent engagement will be documented through an appropriate written call-off, purchase order, assignment confirmation, statement of work or other SCI-approved contracting mechanism.

SCI reserves the right to negotiate reasonable annual fee adjustments with the appointed facilitator for subsequent module engagements during the framework period, taking into account CPI, market conditions, donor funding limitations, and available budgets. Any adjustment shall be subject to mutual agreement between the parties and the approval of SCI in accordance with its Delegation of Authority.

2.5 No Automatic Renewal or Reappointment

The framework arrangement must not be interpreted as an automatic renewal or extension of an individual module engagement.

The competitive award under this RFP establishes the successful facilitator as the designated facilitator for the relevant module for the duration of the framework period.

Subsequent engagements for the same module during the valid framework period will therefore constitute new module-specific engagements under the original competitively awarded framework, rather than renewals or extensions of the previous cohort's service contract.

SCI will maintain appropriate records supporting each subsequent engagement, including:

- the programme and module requirement
- confirmation of funding and/or approved budget
- confirmation that the requirement remains within the original RFP/framework scope
- continued suitability and availability of the facilitator
- performance assessment, where applicable
- applicable framework pricing and any approved price adjustment
- specific deliverables and duration
- required internal approvals
- the relevant call-off/appointment documentation.

This approach is intended to ensure that SCI does not repeatedly extend or renew a short-term service contract outside of a competitive procurement process, while allowing SCI to efficiently access the services of a facilitator who has already been competitively appointed for the recurring FLAC module.

2.6 Performance and Continued Appointment

The continued appointment of the facilitator for subsequent FLAC cohorts will be subject to satisfactory performance.

SCI may decline to issue a subsequent module engagement, suspend or terminate the facilitator's participation in the framework, or undertake a new procurement process where:

- performance is unsatisfactory
- the facilitator no longer meets the applicable requirements
- the facilitator is no longer available
- funding circumstances change
- the programme or module requirements materially change
- the framework has expired
- continuation is otherwise inconsistent with SCI's procurement policy or applicable approval requirements.

SCI may conduct a performance and suitability review before each subsequent FLAC cohort.

2.7 Expiry of the Framework

At the end of the three-year framework period, the framework and the facilitator's designation for the relevant module will expire unless otherwise provided for in the final agreement.

Any requirement for the relevant module after expiry of the framework will ordinarily be subject to a new competitive procurement process, unless another valid SCI procurement mechanism applies.

SCI will not extend the framework beyond its approved maximum duration solely for the purpose of avoiding a new competitive procurement process.

3. OBJECTIVES OF THE FACILITATORS' ENGAGEMENT

The appointed facilitators will be expected to:

- Deliver assigned modules through a combination of residential and online formats, as applicable to the module.
- Facilitate deep learning, critical reflection and praxis.
- Contribute to Fellows' feminist consciousness, leadership skills and community impact.
- Uphold FLAC's values of sisterhood, healing, accountability and intersectional feminism.
- Create learning environments that are inclusive, participatory, accessible, culturally sensitive and appropriate to the SADC context.
- Apply trauma-informed and emotionally safe approaches where relevant to the subject matter.
- Work collaboratively with the FLAC team, co-facilitators, coaches and other programme stakeholders.

4. SCOPE OF WORK AND DELIVERABLES

The following scope of work applies to all appointed facilitators.

4.1 Preparation and Content Development

Facilitators will be expected to:

- Develop and/or review programme and session materials relevant to their assigned module.
- Adapt content to the needs and context of the FLAC cohort.
- Participate in pre-module briefing and content creation meetings, estimated at 8–10 hours.
- Collaborate with the FLAC team to ensure that content is aligned with the overall Fellowship methodology, objectives and values.
- Participate in orientation where required.
- Prepare appropriate learning materials, reflection prompts, tools and resources relevant to the assigned module.

4.2 Module Delivery

The FLAC Fellowship will be delivered through a hybrid approach, incorporating both online and in-person facilitation.

Depending on the module, delivery will include:

- Residential interactive workshops: full-day sessions delivered in person; and/or
- Online masterclasses/webinars: approximately two (2) hours per session.

The specific delivery requirements for each module are outlined in Section 5.

Facilitators must be able to adapt their facilitation methodology to both virtual and face-to-face environments and ensure meaningful participation and learning across both formats.

4.3 Reflection, Reporting and Learning

Facilitators will be expected to provide input on Fellow reflections and Community Accelerator Project (CAP) links.

Following delivery, facilitators must submit a session report of approximately 2–3 pages, including:

- Key learnings and observations

- Challenges encountered
- Fellow engagement and reflections
- Links to Fellows' CAPs, where relevant
- Recommendations for future sessions or programme improvement.

Facilitators will further:

- Work in collaboration with the FLAC team, co-facilitators and coaches
- Attend orientation if required
- Participate in MEL debriefs
- Contribute to ongoing learning and improvement of the FLAC Fellowship.

4.4 Delivery Format and Location

The FLAC Fellowship will be delivered through a hybrid approach, comprising both online and in-person facilitation.

Facilitators will be expected to deliver their assigned module through a combination of online sessions and face-to-face residential sessions, as applicable to the specific module.

Facilitators must be available to attend and facilitate in person in Johannesburg, Gauteng, for a minimum of two (2) days during the residential component of the programme.

The remaining sessions, preparation meetings, briefings, content development engagements and other programme activities may be conducted online, as agreed with the FLAC team.

Bidders must therefore demonstrate that they:

- Have the capacity to facilitate effectively in both online and face-to-face environments
- Are available to be physically present in Johannesburg for a minimum of two (2) days during the programme
- Can participate in online preparation, briefing, content development and follow-up sessions as required
- Can adapt their facilitation methodology to ensure meaningful participation and learning across both delivery formats.

Location: Hybrid, with online delivery and in-person residential sessions primarily in Johannesburg, Gauteng, South Africa.

Any travel, accommodation or related costs associated with attendance in Johannesburg must be clearly indicated and separately itemised in the bidder's financial proposal.

5. MODULE-SPECIFIC TERMS OF REFERENCE

Bidders may bid for **ONE** module only.

Bidders must clearly identify the single module for which they are submitting a proposal.

Each module will be evaluated independently based on the bidder's demonstrated suitability, expertise, experience, proposed approach and capacity to deliver the specific module.

MODULE A: GENDER & HEALING FACILITATOR

Module Reference: GH001 – Childhood Conditioning & Recovery

Focus

The module will focus on:

- Trauma-informed healing
- Psychosocial support
- Sisterhood methodologies
- Self-care as political practice
- Childhood conditioning; and
- The 24-hour time-use exercise.

Expertise Required

The facilitator must be a certified trauma-informed practitioner with a strong background in:

- Feminist healing justice
- Psychosocial support
- Childhood conditioning
- Self-care as political practice
- African indigenous healing practices

Experience working with young women and survivors of gender-based violence in all its forms is required.

Qualifications

- Advanced degree in Psychology, Social Work, Trauma Studies or a related field; and
- Professional certification in trauma-informed care or feminist therapy.

Training in indigenous/African healing practices is highly desirable.

Experience

- 8–12 years' experience facilitating healing workshops with young women survivors of gender-based violence and patriarchy.
- Demonstrated track record of designing and delivering residential healing intensives.

Deliverables

The appointed facilitator will be expected to:

- Facilitate one residential session and provide input to online healing workshops;
- Co-develop healing tools/resources for Fellows; and
- Submit session reports.

MODULE B: AFRICAN FEMINIST THEORY & DECOLONIAL THOUGHT FACILITATOR

Module Reference: FI001

Focus

The module will focus on:

- African feminisms
- Decolonial epistemology
- Indigenous knowledge as praxis
- Intersectionality.

Expertise Required

An academic or activist scholar with deep expertise in African feminist theory, decolonial studies and epistemology.

Published work or facilitation experience in these areas is required.

Qualifications

- Master's degree in Gender/Women's Studies, Philosophy, African Studies or a related field.
- Publications in peer-reviewed journals on African feminist thought are preferred.

Experience

- 10+ years' experience in academia or movement-based education.
- Experience teaching or facilitating with young activists.
- Regional comparative knowledge of Southern African and broader African feminisms.

Deliverables

The appointed facilitator will be expected to:

- Lead one residential session and two online deep-dive workshops
- Curate reading lists and reflection prompts
- Submit session reports
- Ensure emotional safety protocols are incorporated into the facilitation approach.

MODULE C: FEMINIST ACTIVISM & MOVEMENT BUILDING FACILITATOR

Module Reference: FMB001

Focus

The module will focus on:

- Organising strategies
- Power analysis
- Movement-building tactics
- Case studies from regional movements.

Expertise Required

A seasoned activist with a demonstrated track record in:

- Feminist organising strategies
- Power mapping/analysis

- Movement-building tactics
- Case studies from South African and SADC movements.

Qualifications

- Relevant degree; or
- Equivalent senior activist experience.

Experience

- 10+ years' experience as a grassroots or national feminist organiser/activist.
- Direct involvement in campaigns on gender justice, SRHR or economic rights.
- Training/facilitation experience with emerging leaders.

Deliverables

The appointed facilitator will be expected to:

- Facilitate one residential session and one online session
- Link theory to practical organising tools
- Submit a session report.

MODULE D: SGBV & SEXUAL AND REPRODUCTIVE JUSTICE FACILITATOR

Module Reference: SRJ001

Focus

The module will focus on:

- Rights-based approaches to SGBV/VAWG
- SRHR advocacy
- Continuum of violence
- Policy interventions
- Community-level interventions.

Expertise Required

A specialist in SRHR/SGBV, which may include a medical, legal or activist background.

Qualifications

- Advanced degree in Public Health, Law, Gender Studies, Medicine or a related field.
- Clinical and/or advocacy background will be preferred.

Experience

- 8–12 years' experience specialising in SGBV/SRHR
- Experience in training and facilitation
- Experience in policy engagement
- Experience working with young women in Southern Africa.

Deliverables

The appointed facilitator will be expected to:

- Facilitate one residential session and two online deep-dive workshops; and
- Submit session reports.

MODULE E: ECONOMIC & CLIMATE JUSTICE FACILITATOR/CONSULTANT

Module Reference: ECJ001

Focus

The module will focus on:

- Feminist economics
- Eco-feminism
- Climate justice from a gendered perspective
- Policy advocacy
- Community mobilisation on economic rights.

Expertise Required

Demonstrated expertise in:

- Feminist economics
- Eco-feminism
- Climate justice from a gendered perspective
- Policy advocacy
- Community mobilisation on economic rights.

Qualifications

Advanced degree in Economics, Environmental Studies, Development Studies or a related field with feminist specialisation.

Experience

- 8–12 years' experience working at the intersection of gender, economy and climate.
- Research, advocacy or training experience in Southern Africa.

Deliverables

The appointed facilitator will be expected to:

- Facilitate one residential session and one online session
- Provide practical tools for Fellows' Community Accelerator Projects (CAPs)
- Submit a session report.

MODULE F: FEMINIST PRAXIS & KNOWLEDGE PRODUCTION FACILITATOR

Module Reference: FPP001

Focus

The module will support Fellows to produce written or multimedia knowledge contributions of 2,000–4,000 words or equivalent.

Expertise Required

Demonstrated expertise in:

- Feminist research methodologies
- Decolonial knowledge production
- Academic and/or creative writing
- Multimedia dissemination.

Qualifications

- Master's degree or equivalent in a relevant field.
- Strong publication record.

Experience

- 8–10 years' experience supporting activist-scholars in producing knowledge outputs, including articles, reports, films or equivalent outputs.

Deliverables

The appointed facilitator will be expected to:

- Facilitate two online workshops
- Facilitate the graduation symposium
- Provide editing support
- Submit a session report.

6. FACILITATOR PROFILE AND GENERAL REQUIREMENTS

All bidders must demonstrate:

- Strong alignment with FLAC values, including African feminist, decolonial, intersectional and inclusive approaches to diversity.
- Relevant experience in feminist education, activism, facilitation or the specialist area applicable to the module being bid for.
- Excellent facilitation skills in both in-person and virtual environments.
- Cultural sensitivity and contextual understanding of the SADC region.
- Fluency in English. Additional Southern African languages will be an advantage.
- Commitment to confidentiality.
- Commitment to trauma-informed practice where relevant.
- Commitment to accessibility and inclusive participation.
- Availability for key programme dates during 2026 and 2027.

- Capacity and willingness to attend the required residential sessions in person in Johannesburg, Gauteng, for a minimum of two (2) days.
- Capacity to participate in online preparation, briefing, content development, delivery, reporting and debrief sessions as required.

7. APPLICATION / BID SUBMISSION REQUIREMENTS

Bidders must submit the following:

7.1 CV and Cover Letter

A CV and cover letter highlighting:

- Relevant qualifications
- Relevant professional experience
- Facilitation experience
- Experience directly relevant to the module being bid for; and
- Experience working within feminist, youth, movement-building, healing or related contexts.

7.2 Technical Proposal

A 1–2-page proposal outlining the bidder's proposed approach to facilitating the module.

The proposal should demonstrate:

- Understanding of the assignment and module requirements
- Proposed facilitation methodology
- Approach to adapting content to the FLAC cohort
- Approach to creating an inclusive, participatory, accessible and safe learning environment
- How the bidder will facilitate effectively across online and in-person environments; and
- How the learning will link to feminist praxis and/or Fellows' CAPs, where relevant.

7.3 References and Sample Facilitation Materials

Bidders must submit:

- Two professional references and;
- Sample facilitation materials, such as a session outline, workshop plan, learning resource or equivalent.

7.4 Financial Proposal

Bidders must submit a clear fee proposal for the single module being bid for.

The quoted fee must be provided for the complete delivery of the applicable module for one (1) FLAC programme cohort/year, based on the sessions, preparation, content development, facilitation, reporting and other deliverables specified for that module.

The financial proposal must clearly indicate, where applicable:

- Preparation/content development fees
- Facilitation fees

- Reporting fees
- Travel costs
- Accommodation costs; and
- Any other costs associated with delivery.

Travel and accommodation costs related to the required Johannesburg residential component must be separately itemised.

Pricing Validity and Annual Adjustment

The financial proposal submitted by the bidder will form the basis of the framework pricing for the first twelve (12) months following appointment.

The quoted fee must therefore represent the bidder's fee for one FLAC programme cohort/year only and must not be presented as a three-year lump-sum price.

The framework may remain in place for up to three (3) years; however, SCI will not be committed to procure services for the full three-year period.

For subsequent FLAC cohorts during the framework period, the applicable fee will be based on the approved framework price, subject to any approved annual price adjustment.

Any adjustment to the framework price may be considered once annually after the initial twelve (12)-month period, subject to:

- continued validity of the framework
- availability of donor funding and/or an approved SCI budget
- satisfactory performance
- continued availability of the facilitator
- the requirement remaining within the original scope of work; and
- written approval by SCI in accordance with its applicable procurement and financial approval requirements.

Any approved adjustment will not be automatic and will not create an entitlement to additional work or expenditure.

SCI reserves the right to negotiate and approve any proposed price adjustment before a subsequent module engagement is issued.

The quoted fee shall apply to the delivery of one complete module for one FLAC Fellowship cohort. The quoted rates will form the basis of the framework pricing and may be used for subsequent module engagements during the framework period, subject to any pricing adjustment provisions contained in the framework agreement.

8. SUBMISSION INSTRUCTIONS

Proposals must be submitted electronically to:

procurement@soulcity.org.za

Closing Date: 06 August 2026

Closing Time: 12:00

The email subject line must clearly state:

RFP – FLAC Module Facilitator – [Module Reference]

The applicable module reference must be stated in the subject line.

The bidder must submit a proposal for one module only.

Late submissions will not be considered.

9. CONTRACT AND PAYMENT

Successful bidders will be appointed to a FLAC Module Facilitator Framework for a period of up to three (3) years, subject to the terms of the final agreement.

Appointment to the framework does not constitute a guarantee of work, a guaranteed volume of services or a commitment by SCI to utilise the facilitator for the entire framework period.

Individual module assignments will be issued on a module-specific, fixed-term basis and will be limited to the duration and deliverables of the relevant FLAC programme requirement.

Each individual assignment will be subject to confirmation of programme requirements, donor funding and/or approved budget, satisfactory performance, availability of the facilitator and the applicable internal approval processes.

SCI will make payment in accordance with its standard payment procedures and the agreed fee applicable to the specific module engagement.

Where a subsequent FLAC cohort requires the same module during the framework period, SCI may issue a further module engagement to the appointed facilitator in accordance with the framework, without undertaking a new market process, provided that the subsequent requirement remains within the scope and terms of the original procurement and the applicable procurement and approval requirements have been satisfied.

SCI does not guarantee that the appointed facilitator will receive assignments for every FLAC cohort during the framework period.

9.1 Intellectual Property

For intellectual property purposes, materials produced specifically during this assignment will remain exclusively the property of Soul City Institute NPC (SCI) for programme and organisational use, subject to the terms of the final service agreement.

This includes, but is not limited to, training materials, tools, resources, session materials, written outputs and other programme content developed specifically as part of the assignment.

10. PROPOSAL EVALUATION CRITERIA

Proposals will be evaluated in accordance with SCI's procurement procedures and the evaluation methodology set out below.

The evaluation will be conducted in three phases.

PHASE 1: ADMINISTRATIVE COMPLIANCE

Submissions will first be reviewed to confirm that the required submission information has been provided.

The purpose of this review is to determine whether the proposal contains sufficient information to enable a fair technical evaluation. SCI reserves the right to request clarification or outstanding administrative information where such clarification does not materially alter the proposal or compromise the fairness of the procurement process.

The administrative review will include, where applicable:

- Submission received before the closing date and time.

- Curriculum Vitae (CV).
- Cover Letter.
- Two (2) Professional References.
- Sample Facilitation Material.
- Valid Tax Compliance Status PIN or Tax Clearance Certificate.
- Valid B-BBEE Certificate or Sworn Affidavit (where applicable).
- Clearly identified FLAC Module Reference being bid for.
- ID copy of director
- Bank Confirmation Letter
- CK company registration document (where relevant)
- Proof of address

Only proposals that contain sufficient information to enable a fair technical evaluation will proceed to Phase 2: Technical Evaluation.

PHASE 2: TECHNICAL EVALUATION – 70 POINTS

Bidders must achieve a minimum score of 50 out of 70 points (70%) in the technical evaluation to qualify for the Price and B-BBEE evaluation.

Technical Evaluation Criteria	Weight
1. Understanding of the Assignment and Proposed Technical Approach – Demonstrated understanding of the module requirements, FLAC objectives, proposed facilitation methodology, ability to adapt content to the cohort, and alignment with relevant feminist, decolonial, intersectional, healing justice and/or other module-specific principles.	30
2. Relevant Qualifications and Subject Matter Expertise – Relevance and level of qualifications, professional credentials, specialist knowledge and demonstrated expertise directly related to the module being bid for.	15
3. Relevant Experience and Track Record – Demonstrated relevant experience, including the required years of experience applicable to the module, feminist education/activism, facilitation, specialist subject matter experience, and experience working with young women/emerging leaders where relevant.	15
4. Facilitation Capacity, Hybrid Delivery and Quality of Sample Work – Demonstrated ability to facilitate engaging, participatory and inclusive learning experiences in both residential and online environments; capacity to meet the required Johannesburg attendance; and quality/relevance of submitted sample facilitation materials.	10
TOTAL TECHNICAL SCORE	70

Minimum qualifying score: 50/70 (70%).

Only bidders who achieve the minimum technical qualifying score will proceed to Phase 3.

PHASE 3: PRICE AND B-BBEE EVALUATION – 30 POINTS

Only bidders who achieve the minimum technical qualifying score of 50/70 (70%) will proceed to the Price and B-BBEE evaluation.

Evaluation Criteria	Weight
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1. Price	20
2. B-BBEE	10
TOTAL	30

B-BBEE Scoring

B-BBEE points will be allocated as follows:

B-BBEE Status / Ownership Category	Points
Level 1 – >50% Black women-owned entity	10
Level 1 – <50% Black women-owned entity	7
Level 2	5
Level 3	3
Level 4	1
Level 5 and below	0

The applicable B-BBEE status must be supported by valid documentary evidence submitted with the proposal.

11. EVALUATION PER MODULE

Each proposal will be evaluated independently against the requirements of the module identified in the bidder's submission.

SCI intends to appoint one successful facilitator for each module.

Submission of a proposal does not guarantee appointment.

SCI reserves the right to appoint the bidder whose proposal best meets the requirements of the relevant module and represents the best overall value

12. GENERAL CONDITIONS

1. SCI reserves the right to accept or reject any proposal, in whole or in part, without providing reasons.
2. SCI is not obliged to appoint the bidder submitting the lowest-priced proposal.
3. Bidders may submit a proposal for one module only.
4. Each module will be evaluated separately based on the bidder's demonstrated suitability, expertise, experience and capacity for that specific module.
5. SCI intends to appoint one facilitator per module.
6. SCI reserves the right to seek clarification from bidders where necessary during the evaluation process.
7. All costs incurred by bidders in preparing and submitting proposals will be for the bidder's own account.

8. The appointment will be subject to the successful conclusion of a formal service agreement with SCI.
9. The final scope, schedule, deliverables and fees will be confirmed in the applicable service agreement and/or module engagement documentation.
10. All facilitators must comply with SCI's safeguarding, confidentiality, POPIA, anti-corruption and other applicable organisational requirements.
11. SCI reserves the right to conduct due diligence and reference checks before appointment.
12. The appointment is subject to the availability of programme funding and finalisation of programme schedules.
13. No work may commence before a formal appointment and/or service agreement has been concluded with SCI.
14. Facilitators must be available to attend the required residential sessions in person in Johannesburg, Gauteng, for a minimum of two (2) days.
15. The hybrid delivery requirement does not mean that facilitators are required to be permanently based in Johannesburg. However, the required in-person attendance in Johannesburg is mandatory.
16. The framework does not guarantee a minimum volume of work, expenditure or number of FLAC cohorts during the framework period.
17. Subsequent engagements during the framework period will remain subject to programme requirements, available funding, satisfactory performance, facilitator availability, approved pricing and SCI's applicable procurement and approval requirements.
18. SCI reserves the right to undertake a new procurement process where the requirements materially change, the framework expires, the appointed facilitator is unable to continue, or continuation under the framework is no longer appropriate.
19. The framework may not be extended beyond its approved maximum duration solely for the purpose of avoiding a new competitive procurement process.

SCI reserves the right not to utilise the framework where programme requirements change materially, funding is withdrawn, or the required services fall outside the scope of this RFP.

Directors:

**T Mofokeng (Chairperson), D Conco (Deputy Chairperson)
A Xhantini, C Teffo, D Dlamini (CFO), E Phaswana, H Ndhlovu, M Manko
N Khampepe, P Kodisang (CEO), R Mokotla, R Sparks, S Gaika, T May**

Company Secretary: M. Maphai