**aNNEXURE A2: Bidder TECHNICAL Compliance Checklist**

**BIDDERS NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Example of how to complete the compliance checklist:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Section**  **No.** | **Technical Criteria** | **Compliant** | **Partially Compliant** | **Non -Compliant** | **Reference page in Proposal** | **Comments** |
| 8.3.1 | Summary of the bidder’s experience in implementation | **EXAMPLE** |  |  | Pg. |  |
| 8.3.2 | Detailed approach on how the project will be executed |  |  |  | Pg. | Bidder to state reason for partial compliance |
| 8.3.3 | Provide a 1-2 page resume and certificates of each resource |  |  |  | Pg. | Bidder to state reason for non-compliance |

**Please refer to section 9.4 to complete this form. The form must be submitted in File 1, Exhibit 2**

| **No.** | **Technical Evaluation Criterion** | **Compliant** | **Partially Compliant** | **Non-Compliant** | **Reference page in Proposal** | **Comments** |
| --- | --- | --- | --- | --- | --- | --- |
| **1.** | **Profile, Resources & Infrastructure** |  |  |  |  |  |
| **1.1** | Bidder’s profile in rendering customised Management Education programmes, organisational structure and infrastructure to render the services. The profile must include but should not be limited to: staff compliment (including lecturers and Course Convener) for the programme; Level of expertise of key personnel who will be customising the programme (their accessibility, qualifications and experience and full contact details of the key contact person / Accounts Manager). |  |  |  |  |  |
| **2.** | **Capability** |  |  |  |  |  |
| **2.1** | A comprehensive programme outline of the Bidder’s customisable open programme for Management Development Programme. The information provided must include but not be limited to: Programme overview, Entry requirements, Key focus areas, Module objectives, Learning outcomes, Duration of the programme, Venue for contact learning, NQF alignment, Credits (where applicable) and Certificate. |  |  |  |  |  |
| **3.** | **Methodology and Approach** |  |  |  |  |  |
| **3.1** | Clearly demonstrate on how the Bidder’s Management Development Programme course content can be customised and aligned to SARS key focus areas as outlined in paragraph 9.2.2 Bidders must also clearly outline any shortfall on their programme course content that may require customisation to align to SARS competency requirements. |  |  |  |  |  |
| **3.2** | Propose a high-level project plan with clearly defined deliverables and timelines for the customisation and implementation of the Management Development Programme. The plan must make provision for quality management. Bidders must take into account all SARS key requirements as outlined in paragraph 9.2.3. |  |  |  |  |  |
| **4.** | **Testimonials** |  |  |  |  |  |
| **4.1** | Provide three (3) testimonial letters from current/recent clients, (not older than 5 years) to whom customisation of Management Education Programmes were rendered. The reference letter must be on a company letter head and include the following: company name, contact name, address, phone number, and duration of contract, a brief description of the services and the level of customer satisfaction. |  |  |  |  |  |