

SPECIFICATION

APPOINTMENT OF A SERVICE PROVIDER FOR NLP PROGRAMMING TRAINING X 1 OFFICIAL (DBN BASED)

To : **SUPPLY CHAIN MANAGEMENT**
Closing Date : **20 October 2026 at 11h00 am**
RFQ No : **REQ00774**
Services required : **NLP PROGRAMMING TRAINING**

Background and Description of Goods/Services Required:

The organization seeks a suitably qualified service provider to undertake the training process for 1 x employee for the NLP Practitioner training. This will be physical training, at the site of the service provider and with a minimum of 5 days.

1. LEARNING OUTCOMES:

To request a service to provider training to become a certified NLP (Neuro-Linguistic Programming Practitioner) with the aim of utilizing NLP techniques to facilitate personal development and behavioural change in employees.

Desired outcomes for the NLP Practitioner to be able to:

- Coaching and Therapy
- Building Rapport
- Assessing Current State and Goal Setting
- Behavioural Modification
- Integrating Changes

Learning material needed

- The service provider will be responsible for providing the learning materials/guides or any other materials required for this training
- Learner guides to be printed and disseminated to delegates by the service provider

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COST BREAKDOWN - The quote must include training materials and any associated costs - The proposal must include the venue costs and catering. Safe parking must also be available for the delegate SUBMISSION REQUIREMENTS - The service provider must submit 2 positive references for same training done (Dated and signed on the client's letterhead)			
Total Price (Exclusive of VAT)			
VAT @ 15%			
Grand Total (VAT Incl)			

End User Contact Details:

Contact Person: Ms. Michelle Thavar

Email: michelle@visitkznsa.com

Contact Number: 031 366 7564

EVALUATION CRITERIA:

1. EVALUATION CRITERIA: SPECIFICATION

The bid for the appointment of each service provider will be evaluated on compliance, mandatory requirement, functionality, preference point system and specific goals in accordance with the Preferential Procurement Regulation 2022.

Phase 1: COMPLIANCE

- The bidder must be registered as a vendor on the National Treasury Central Supply Database (CSD). If not, registered bidder must make means to register in order to bid for the process: Link below for registration on the database:
[Register user - Central Supplier Database Application \(csd.gov.za\)](https://csd.gov.za)
- The bidder must be in good standing with SARS, the information will be verified through Central

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Supply Database (CSD) and SARS efilling pin in compliance with Instruction Note 9 of 2017/2018 prior to the award of the quotation.

Completed Standard Bidding Documents (SBDs), Defaulters etc.

Phase 2: MANDATORY REQUIREMENTS (If Applicable) (disqualifying requirement)

N/A

Phase 3: EVALUATION OF THE SPECIFICATION

Phase 4: APPLICATION OF PREFERENCE POINT SYSTEM AND SPECIFIC GOALS:

The 80/20 preference points system will be applicable for the evaluation of this process in accordance with the Preferential Procurement Regulations 2022.

Specific Goals will be applicable for this Quotation process.

	Specific Goals
Price	80
Ownership Goals	
• At least 51% Black Africans, Indians and Coloreds	05
• At least 51% Women Owned Companies	10
RDP goals	
• Enterprise located in KwaZulu Natal	05
Total	100

Kindly Refer to Table 1 of SBD 6.1 of the Preference Claim Form to claim for Points.

Verification of Specific Goals:

- **Black Africans, Indians and coloureds ownership** verification will be conducted through the submission of the Sworn Affidavit or BBBEE Certificate with a summary report.
- **Youth owned companies'** verification will be conducted through the submission of the Sworn Affidavit or BBBEE Certificate with a summary report.
- **The promotion of enterprises located** in KwaZulu-Natal will be conducted through the submission of a Utility Bill or CSD Report to verify locality.

Board Members: Dr. J.S. Ndebele (Chairperson), Ms. R. Button (Deputy Chairperson), Dr. N. Qunta, Ms. G. Bhoola, Dr. I. Mkhize, Mr. S. Magoso, Ms. D. Hoorzuk, Ms. S. Croft, Ms. D. Sokhela, Ms. S. Dlungwane, Mr. L. Sidaki

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Failure on the part of a tenderer to submit proof or documentation required in terms of this Quotation to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

The organ of state reserves the right to require of a tenderer, either before a Quotation is adjudicated or at any time subsequently, to substantiate any claim regarding preferences, in any manner required by the organ of state.

All quotations with all the required documentation to be forwarded to quotes@visitkznsa.com and **failure to do so will result in your submission not being accepted** for enquiries related to SCM to be forwarded to scm@visitkznsa.com