

# The Insurance Sector Education and Training Authority (INSETA)

## Request for Bids: Tender IPO/01/2007 - Insurance Sector Skills Plan (SSP) Research Project

The Insurance Sector Education and Training Authority (INSETA) invites suitably qualified providers to submit a proposal for consideration, to be appointed subject to the provisions of this RFB that can –

- Compiled an updated and comprehensive insurance Sector Skills Plan (SSP), report, for 2007/2008, in line with the department of labour's (DoL) guide lines, which re-assesses and updates information from the previous SSP research; and
- an updated report pertaining to critical and scarce skills in the sector

### Contact for Inquiries

Inquiries related to this RFB may only be addressed for the attention of Ms Busisiwe Madlala at the following address:

E-mail address:

[insetapo@exordia.co.za](mailto:insetapo@exordia.co.za) , reference "Tender IPO/01/2007 "

Only written enquiries, submitted to the above e-mail or faxed to 011 209 5448, will be accepted until 8 June 2007. Responses to questions will be global in nature to all Service Providers that requested copies of the RFB.

### Procurement Schedule

Potential Service Providers ("Service Provider") to this RFB are to adhere to the following schedule of events in this procurement process. The INSETA reserves the right to change this schedule at any time. Parties concerned will be notified as and when necessary:

Publishing of RFB	Newspapers – 13 May 2007 Tender bulletin – 18 May 2007
Deadline for response to the RFB	15 June 2007 @ 11:00
Selection/short listing	20 June 2007
Proposals presentations at final evaluation	29 June 2007
Appointment of selected Service Providers	13 July 2007

Interested parties can collect the RFB documents from the following address

### Physical Address:

INSETA Programme Office  
PricewaterhouseCoopers  
East Wing  
2 Eglin Road  
Sunninghill

INSETA PROGRAMME OFFICE Hours are 08:30 – 16:00. Please call extension 5448 at reception.

The Request for Bid (RFB) can also be accessed from INSETA's website at [www.inseta.org.za](http://www.inseta.org.za)

All proposals must be submitted to the INSETA Programme Office by **11:00 on Friday 15 June 2007**.

Proposals must be sent to Ms Busisiwe Madlala, INSETA Programme Office, East Wing E/2/44B, 2 Eglin Rd, PricewaterhouseCoopers, Sunninghill, 2157.

**Please note that electronic or late entries will not be accepted!**