



## QUESTIONS AND ANSWERS

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**Bid number:** ETQA/2019/01

**Bid description:** APPOINTMENT OF A SERVICE PROVIDER TO DELIVER REGULATORY EXAMINATION (RE-5) WORKSHOPS AS WELL AS TO SUPPORT CANDIDATES PREPARING TO WRITE EXAMINATIONS

Question/comment	Answers
1. Are the 650 candidates alluded to in page 10 of the tender document a national figure?	Yes, the 650 Candidates is a national figure
2. Is INSETA going to provide leads?	No, INSETA will not provide any team leads for this project, hence we required that the bidders' team should consist of a project manager (to lead the whole project).
3. Still on page 11 regarding the minimum experience and qualification criteria – can experience supersede qualifications or vice-versa? Or must both conditions be satisfied?	Both the experience and qualifications have to be fully met (non-supersedes the other).
4. Does point 2 include all of 2.1 to 2.4?	Yes, point 2 includes 2.1. to 2.4.
5. Why is there a need to give separate prices for each Province?	This was to assist bidders who have offices in other provinces, to know that learners will not be hosted in one Central venue. But rather there will be multiple venues in different provinces.
6. Is the learner accommodation and travel excluded in this tender?	Yes, learners accommodation and travel is excluded in this tender, as learners will incur their costs for travel and accommodation.
7. Under SCOPE OF WORK, reference to made to “as per INSETA’s agreed recruitment criteria” Can you please clarify what these recruitment criteria and stipulated criteria are?	These criteria will be provided to an awarded service provider, as it stipulates the minimum requirements for candidates to be recruited (e.g. must provide for proof of registration to write the RE-5 exams and must be employed



	with the Insurance and Related Financial Services Sector).
8. Under DELIVERABLES, point 13.4.2, reference is made to “per INSETA stipulated criteria”.	These criteria will be provided to an awarded service provider, as it stipulates the minimum requirements for candidates to be recruited (e.g. must provide for proof of registration to write the RE-5 exams and must be employed with the Insurance and Related Financial Services Sector).
9. Does the Project Manager have to have completed their RE5 Exams? The person will be overseeing the project, making sure INSETA’s deliverables are being adhered timeously and as stipulated, and will not be involved in facilitating the actual workshops	Yes, the project manager must have completed the RE-5 or RE-1 Examinations. Please see the points allocation on the evaluation criteria

Issued by

**Supply Chain Management Unit**