

**PU8611/012 - THE APPOINTMENT OF SERVICE PROVIDER FOR PLASTERING AND  
BRICKLAYING TRAINING PROGRAMME**  
**TITLE: TENDER TERMS OF REFERENCE FOR THE TRAINING OF STAFF IN  
BRICKLAYING**

## **1. Introduction**

This document serves as the Tender Terms of Reference (ToR) for the provision of a comprehensive training programme in bricklaying. The programme is funded by the National Skills Fund and is designed to enhance the competencies of selected staff members to achieve a minimum National Qualifications Framework (NQF) Level 2 certification. The training will be hosted in De Aar, Northern Cape, for a total of eight staff members, with a targeted commencement date of 1 July 2025. This ToR outlines the background, scope of work, objectives, deliverables, criteria, roles and responsibilities, timelines, and terms of monitoring and evaluation necessary for prospective tenderers.

## **2. Background**

The National Skills Fund has recognized the need to upscale the bricklaying skills within the construction sector, in response to industry demand and to contribute to local economic growth. Skilled bricklayers are fundamental to sustainable construction practices, and as part of this initiative, eight staff members have been identified to participate in this targeted training programme. The programme will take place in De Aar, Northern Cape, providing an opportunity to enhance local talent, create employment potential, and support regional development.

## **3. Programme Objectives**

The primary objectives of the bricklaying training programme are as follows:

- a. To provide an accredited training programme that meets at least NQF Level 2 standards.
- b. To develop technical and practical skills in bricklaying that comply with current industry requirements and safety standards.
- c. To enhance the employability and career prospects of participants through a recognized qualification.
- d. To contribute to skills development within the local region by leveraging local training facilities and expertise.
- e. To ensure alignment with the National Skills Fund's strategic priorities aimed at improving service delivery and labour market responsiveness.

#### **4. Scope of Work**

Tenderers are invited to submit proposals detailing how they will deliver a tailored delivery programme that includes:

##### **a. Curriculum Design and Accreditation:**

- Develop or adopt a comprehensive curriculum formatted to meet or exceed NQF Level 2 standards in bricklaying.
- Ensure the programme is in alignment with national accreditation requirements and observes all regulatory frameworks.

##### **b. Training Delivery:**

- Implement practical and theoretical training modules that cover the essential techniques, methodologies, and safety practices in bricklaying.
- Provide qualified and experienced instructors with proven track records in the construction industry and education.
- Facilitate hands-on practical sessions using modern techniques and equipment.

##### **c. Training Venue and Facilities:**

- Arrange the provision and setup of training facilities in De Aar, ensuring that the environment adheres to the necessary educational, health, and safety standards.
- Ensure that the training laboratory or simulated environment is suitably equipped for bricklaying demonstrations and practical training.

##### **d. Participant Support Services:**

- Include mechanisms for continuous learner support, assessment, progress monitoring, and remedial interventions if necessary.
- Offer career guidance and post-training support to aid in the transition to employment.

##### **e. Monitoring and Evaluation:**

- Develop a comprehensive monitoring and evaluation framework aimed at assessing training effectiveness, participant performance, and overall programme outcomes.
- Provide periodic progress reports and a final evaluation report to relevant stakeholders including the National Skills Fund.

## 5. Deliverables

The successful tenderer must ensure delivery of the following outputs:

- a. A detailed training plan and curriculum aligned with NQF Level 2 standards and national accreditation requirements.
- b. A qualified team of instructors and support staff, including full details of their qualifications and experience.
- c. A comprehensive risk management and mitigation plan to address potential challenges (including logistical, health, and safety risks) within training delivery.
- d. Full setup of the training venue, including documented evidence of compliance with regulatory standards.
- e. A detailed monitoring and evaluation report at regular intervals and a final comprehensive report at the end of the training phase.

## 6. Roles and Responsibilities

### a. Client (Funding Agency/Skills Development Agency):

- Provide the necessary funding, logistical support, and oversight throughout the training programme.
- Ensure appropriate communication with all stakeholders and maintain oversight of the project's progress.

### b. Tenderer (Service Provider):

- Responsible for the end-to-end development and delivery of the training programme.
- Ensure that curriculum design, training delivery, and evaluation processes meet the stipulated requirements.
- Maintain open lines of communication with the Client, providing regular updates and progress reports.

## 7. Timelines and Commencement

- a. Proposed commencement of the training programme is scheduled for 1 July 2025.
- b. Tenderers must provide an implementation timeline detailing the pre-training activities (including curriculum finalisation and venue setup), duration of the training modules, and the anticipated completion date.
- c. Milestones and key deliverables shall be clearly indicated within the proposal, including deadlines for interim progress reports and final evaluation submission.

## 8. Evaluation Criteria

Proposals will be assessed on the following criteria:

- Compliance with the minimum requirement for training delivery at NQF Level 2 standard.
- Experience and capability in delivering bricklaying and construction training programmes.
- Quality of the proposed curriculum and training methodologies.
- Practical considerations including availability and adequacy of the training venue in De Aar, Northern Cape.
- Clarity of timelines, deliverables, and overall project management approach.
- Cost-effectiveness and value for money in relation to the services offered.

## 9. Terms and Conditions

- The tender is subject to the terms of the funding guidelines provided by the National Skills Fund.
- All intellectual property generated during the course of this project shall be the property of the funding agencies, unless otherwise negotiated in writing.
- The successful tenderer is expected to adhere to all relevant national and local regulations during the delivery of the training programme.
- Proposals must include detailed financial breakdowns and a clear explanation of cost allocations.

## 10. Conclusion

This Terms of Reference document provides a comprehensive framework for the procurement and implementation of an accredited bricklaying training programme aimed at equipping eight staff members with the necessary skills to achieve at least an NQF Level 2 qualification. Tenderers are expected to demonstrate their technical competence and adherence to timelines, quality standards, and cost-effectiveness as set out in the document. The successful execution of this programme is anticipated to contribute significantly to the local skills pool, regional economic development, and the broader objectives of the National Skills Fund.

## Pricing Schedule

No.	Tender Description	Staff Numbers	Rate Per Staff Member (incl.VAT)	Total Price (incl VAT)
1	Brick laying training programme – NQF Level 2	8	R	R