

<b>Attention</b>	:	Prospective Bidders
<b>From</b>	:	Supply Chain Management
<b>Date</b>	:	11 July 2023
<b>Bid Number</b>	:	RFP2023/18/NYDA
<b>Number</b>	:	2 <sup>nd</sup> addendum
<b>Bid Title</b>	:	ADVERTISEMENT OF THE APPOINTMENT OF A SHORT-TERM INSURANCE COMPANY FOR THE NYDA FOR A PERIOD OF THREE (3) YEARS.

**YOU ARE HEREBY ADVISED OF THE ADMINISTRATIVE REGULATIONS AND PROCEDURES**

- o Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms if it is between parties in a horizontal relationship and if it involves collusive Bidding (or Bid rigging). Collusive Bidding is a per se prohibition meaning that it cannot be justified under any grounds. It undermines the fair determination of a supplier, corruptly eliminating free and open competition. Therefore, it is not allowed.

**1. QUESTIONS AND ANSWERS**

1.1	<b>Question</b>	:	Regarding the travel insurance who are the employees that will undertake the travelling?
	<b>Answer</b>	:	All employees are eligible to travel, depending on work requirements. The Agency got 569 employed staff out of 584 positions to date.
1.2	<b>Question</b>	:	How many employees will travel for the period of 2023-2024?
	<b>Answer</b>	:	All employees are eligible to travel, depending on work requirements.
1.3	<b>Question</b>	:	For the travel insurance, which countries will be visited or travelled to?
	<b>Answer</b>	:	We visit any Country depending on work requirements.
1.4	<b>Question</b>	:	For the travelling is it local insurance and overseas travelling that will be conducted?
	<b>Answer</b>	:	Both, local and overseas trips.
1.3	<b>Question</b>	:	For the facilities maintenance insurance cover is the maintenance required for all the NYDA buildings (branches).
	<b>Answer</b>	:	Yes
1.5	<b>Question</b>	:	In terms of the NYDA lease agreements, is it stipulated that NYDA is responsible for the required maintenance mentioned on page 13 of the tender document only or all maintenance of the buildings?
	<b>Answer</b>	:	Yes, NYDA is responsible for the maintenance mentioned on page 13 of the tender document for all buildings
1.6	<b>Question</b>	:	Regarding the project specification insurance cover, please specify how many foreign exchange students are referred to for the Interglobal health plan?

	<b>Answer</b>	:	Maximum of 30
1.7	<b>Question</b>	:	Please provide the maximum amount of money that is paid in the form of grants (budgeted monthly or annually).
	<b>Answer</b>	:	R88 192 000 for 2022-23 year end, and R93 703 000 for year end 2021-22
1.8	<b>Question</b>	:	Regarding the electronics given to the beneficiaries are these electronics included on the existing assets register or is treated as separate? If not, please provide us with the maximum amount budgeted annually or monthly for procurement of electronics for the grant programme?
	<b>Answer</b>	:	Not included in the asset register. R1 000 000 annual budget.
1.9	<b>Question</b>	:	May the organization please provide the following insurance documents required: <ul style="list-style-type: none"> <li>- Latest audited financial statements</li> <li>- Current sums insured</li> <li>- Recent risk survey report</li> <li>- Maintenance report done on the buildings</li> </ul>
	<b>Answer</b>	:	<ul style="list-style-type: none"> <li>- Latest audited financial statements – <b>Attached on NYDA website included on Annual Report</b></li> <li>- Current sums insured – <b>Asset Register provided.</b></li> <li>- Recent risk survey report – <b>Internal document, will only be shared to the successful service provider upon acceptance of appointment.</b></li> <li>- Maintenance report done on the buildings – <b>Internal document, will only be shared to the successful service provider upon acceptance of appointment.</b></li> </ul>

54 Maxwell Drive | Woodmead North Office Park | Woodmead | 2191  
P O Box 982 | Halfway House | Midrand | Johannesburg |  
Gauteng | South Africa | 1683 Tel: +27 11 651 7000 | Fax: +27 86  
539 6926 | e-mail: info@nyda.gov.za | www.nyda.gov.za

**Board Members:**

Asanda Luwaca - Chairperson | Karabo Mohale – Deputy Chairperson  
Avela Mjajubana | Lebogang Mulaisi | Thulisa Ndlela | Pearl Pillay | Alexandria Procter | Waseem Carrim (CEO)