

THE NATIONAL CREDIT REGULATOR

OCTOBER 2024

**TERMS OF REFERENCE FOR THE APPOINTMENT OF A SERVICE PROVIDER TO
PROVIDE SELF-DEFENCE TRAINING AND SUPPLY PERSONAL PROTECTIVE
EQUIPMENT (PPE) AT THE NATIONAL CREDIT REGULATOR (NCR).**

RFP NUMBER: RFQ03.10.2024

DUE DATE: 23 OCTOBER 2024 AT 11H00 SHARP CAT

EMAIL YOUR SUBMISSION TO: SMinnaar@ncr.org.za

COPY: procurement@ncr.org.za

Terms of reference for the appointment of an accredited service provider to provide self-defense training and supply personal protective equipment (PPE).

SECTION 1

1.1 Introduction

The mission of the NCR is to support the social and economic advancement of South Africa by regulating for a fair and non-discriminatory marketplace for access to consumer credit; and promoting responsible credit granting and credit use, and effective redress.

The NCR's mandate is to: promote and support the development of a fair, transparent, competitive, sustainable, responsible, efficient and effective consumer credit market, and to increase participation of historically disadvantaged persons, low-income persons and communities, and remote, isolated or low-density populations and communities in the consumer credit market; regulate the consumer credit industry by registering credit providers, credit bureaus and debt counsellors, payment distribution agents, and alternative dispute resolution agencies; enforce the provisions of the National Credit Act; undertake research on the nature and dynamics of the consumer credit market in order to increase knowledge of these matters; promote public awareness of consumer credit matters; and review legislation and report to the Minister of Trade and Industry on matters concerning consumer credit.

1.2 Purpose

The NCR is seeking to appoint a service provider to provide self-defense training to identified NCR employees. In addition, the service provider needs to supply personal protective equipment (PPE) and demonstrate the use of the PPE.

1.3 Pre-requisites

- 1.3.1 The service provider must be registered on the Central Supplier Database (CSD). Proof of registration must be provided.
- 1.3.2 The service provider must be an accredited training service provider. Proof must be submitted.

1.3.3 The service provider must be registered with the Private Security Industry Regulatory Authority (PSIRA). Proof must be submitted.

1.3.4 The content and duration of the training must be indicated.

SECTION 2

2.1 Scope of work

2.1.1 The service provider should provide self-defense training to four (4) employees at the office of the NCR, 232-15th Road, Randjespark, Midrand.

2.1.2 The service provider must supply four (4) bullet proof vests and eight (8) pepper sprays.

2.2.3 As part of the self-defense training, the wearing of bullet proof vests and the use of pepper spray must be demonstrated.

SECTION 3

Pricing schedule

Description	Quantity	Unit Price	Price excluding VAT
Self-defense training session for 4 participants	1		R
Supply bullet proof vests	4		R
Supply pepper spray	8		R
Travelling costs			R
Price exclusive of VAT			R
VAT@15%			R
Price inclusive of VAT			R