



ADVERT

BID DESCRIPTION	BID NO	CLOSING DATE	ENQUIREIS
PROFFESIONNAL SERVICES: APPOINTMENT OF A TRANSACTION ADVISOR TO FACILITATE A PUBLIC PRIVATE PARTNERSHIP (PPP) FOR STUDENT ACCOMMODATION	INGWE/44/2025	DATE: /08/12/2025	TECHNICAL: MR. L. MATETELA TEL: 039 940 2142 SCM: MR. S. NGODWANA Tel: 039 940 2142

Kindly furnish me with a written quotation for the provision of services as detailed in the enclosed specification.

The quotation must be submitted on the letterhead of your business or have your business stamp. Quotation may be hand delivered before **12H00pm** at **Ingwe TVET College, Mount Frere Administration Offices at the reception area** or email to ndungayezi@ingwecollege.edu.za

THE FOLLOWING MANDATORY DOCUMENTS MUST BE SUBMITTED WITH THE QUOTATION AND FAILURE TO SUBMIT WILL LEAD TO THE BIDS BEING DECLARED NON-RESPONSIVE:

- Price(s) quoted must be valid for at least thirty (30) days from date of your offer.
- Price(s) quoted must be firm and must be inclusive of VAT.
- Firm Delivery Period must be indicated.
- A valid SARS TAX Compliance status with PIN.
- Updated CSD (Central Supplier Database) report.
- Company municipal statement of account not older than three (3) months or company lease agreement if renting premises or affidavit from SAPS stating that the company is not obliged to pay municipal rates or ward council letter confirming the proof of address for the company for non – rates paying areas or rural areas.
- Joint Ventures to attach: JV Agreement and letter of Signatory.
- **Completed SBD 4 – as per PFMA SCM Instruction No. 03 of 2021/22 effective from 1 April 2022, the revised SBD 4 must be fully completed and signed. SBD 8&9 are repealed (no longer required). Failure to submit as instructed will lead to the bids being declared non – responsive. Bidders must download the revised SBD 4 from the College website or National Treasury website.**

BIDDERS SHOULD TAKE NOTE OF THE FOLLOWING BID CONDITIONS:

- Ingwe TVET College Supply Chain Management Policy will apply;
- 80/20 preferential procurement point system will be applied.
- Ingwe TVET College does not bind itself to accept the lowest bid or any other bid and reserves the right to accept the whole or part of the bid;
- Bids which are late, incomplete and unsigned will not be accepted.
- No quotations will be considered from persons in the service of the state.
- Failure to comply with these conditions may invalidate your offer.
- **Only quotations sent to the above-mentioned e-mail address/ hand delivered to the above address will be accepted.**

EVALUATION CRITERIA

PRICE AND PREFERENTIAL Point System

The 80/20 preferential procurement point system will be applied as the project is estimated to be more than R30 000.00.

Price	-	80 point
Specific goals	-	20 points

"On the 04 November, the minister of Finance gazetted new Preferential Procurement Regulations (2022 Regulations) under the Preferential Procurement Policy Framework act, 2000 (PPPFA), this was aimed at aligning the regulations to the February 2022 Constitutional Court judgement. That judgement ruled that the Minister exceeded his powers in prescribing the 2017 Regulations. The Public Procurement Bill is being finalized, which will empower the Minister of Finance to set preferential procurement, the 2022 Regulations repeal the 2017 Regulations and take effect on the 16 January 2023"

SPECIFIC GOAL POINTS BREAKDOWN

SPECIFIC GOALS	PREFERENCE POINTS ALLOCATED OUT OF 20	DOCUMENTATION TO BE SUBMITTED BY BIDDERS TO VALIDATE THEIR CLAIM FOR POINTS
Black ownership: An EME or QSE which is at least 51% owned by black people	8	<ul style="list-style-type: none"> ID Copy CIPC (Company registration) CSD report (the ownership status of the 2 documents must correspond in order to be awarded points)
Women ownership: An EME or QSE which is at least 51% owned by women	4	<ul style="list-style-type: none"> ID Copy CIPC (Company registration) CSD report (the ownership status of the 2 documents must correspond in order to be awarded points)
Youth ownership: An EME or QSE which is at least 51% owned by youth (up to 35 years of age)	4	<ul style="list-style-type: none"> ID Copy CIPC (Company registration) CSD report (the ownership status of the 2 documents must correspond in order to be awarded points)
Disability: An EME or QSE which is at least 51% owned by people with disability	2	<ul style="list-style-type: none"> ID Copy CIPC (Company registration) CSD report (the ownership status of the 2 documents must correspond in order to be awarded points) Medical certificate SASSA registration or confirmation of disability from a relevant authority.
Locality: Located in the OR Tambo District municipality, Alfred Ndzo District Municipality and the Joe Gqabi District Municipality	2	<ul style="list-style-type: none"> Municipal rates account OR Letter from councilor confirming residence or Lease Agreement
Non – submissions	0	<ul style="list-style-type: none"> No points will be claimed if the bidders failed to submit the required documents

NB: SPECIFICATION ATTACHED

SIGNATURE



Published on: **01 December 2025.**

Central Office
Badibanise Village
Mount Frere
Tel: 039 940 2142

Mount Frere Campus
Cancele Road
Mount Frere
Tel: 039 940 2142 ext.200

Ngqungqushu Campus
Magwa Road
Lusikisiki
Tel: 039 940 2142 ext.300

Siteto Campus
Mhlanga Village
Bizana
Tel: 039 940 2142 ext.400

Maluti Campus
Mli Road
Maluti
Tel: 039 940 2142 ext.500

Mt Fletcher Campus
Hospital Area
Mount Fletcher
Tel: 039 940 2142 ext.600



higher education & training

Department:
Higher Education and Training
REPUBLIC OF SOUTH AFRICA

Ingwe TVET College



TERMS OF REFERENCE AND SCOPE OF WORK FOR TRANSACTION ADVISOR

1. Introduction

Ingwe TVET College intends to develop student accommodation facilities across all its campuses to improve student access, safety, and welfare. Currently, the College has no dedicated student housing and learners are compelled to source private accommodation under often unsafe or unaffordable conditions.

The College Strategic Plan (2024-2029) identifies infrastructure expansion and the formation of partnerships as key enablers of institutional development. The College now seeks to engage a qualified Transaction Advisor (TA) to assist in the conceptualisation, structuring, and implementation of the Student Accommodation Development Project.

This Terms of Reference outlines the background, objectives, scope, deliverables, and functional requirements for the appointment.

2. Purpose of the Assignment

The purpose of this assignment is to appoint a competent and experienced Transaction Advisor (supported by a multidisciplinary team) to assist Ingwe TVET College in:

- Developing a bankable and implementable project plan for student accommodation.
- Preparing a feasibility study and business case compliant with National Treasury PPP and infrastructure guidelines.
- Structuring financial, legal, and technical frameworks for project implementation; and
- Supporting the College in the procurement, negotiation, and contracting of suitable development partners or service providers.

3. Objectives of the Project

The main objectives of this engagement are to:

1. Provide strategic, financial, legal, and technical advisory support for the student accommodation project.

Central Office
Badibanise Village
Mount Frere
Tel: 039 940 2142

Mount Frere Campus
Cancele Road
Mount Frere
Tel: 039 940 2142 ext.200

Ngqungqushu Campus
Magwa Road
Lusikisiki
Tel: 039 940 2142 ext.300

Siteto Campus
Mhlanga Village
Bizana
Tel: 039 940 2142 ext.400

Maluti Campus
Mli Road
Maluti
Tel: 039 940 2142 ext.500

Mt Fletcher Campus
Hospital Area
Mount Fletcher
Tel: 039 940 2142 ext.600

www.ingwecollege.edu.za

2. Ensure compliance with relevant legislation and frameworks, including the PFMA, CET Act, (as amended) and Treasury Regulations.
3. Facilitate the development of a feasibility study, financial model, and detailed business case.
4. Advise on project structuring and funding mechanisms, including Public-Private Partnerships (PPPs), blended finance, or direct grant funding.
5. Build institutional capacity within the College through knowledge transfer and staff training during the process.

4. Scope of Work

The Transaction Advisor will provide end-to-end transaction advisory services, encompassing the following phases and deliverables:

Phase 1: Inception and Project Initiation

Objectives:

- Understand the College's strategic objectives, constraints, and infrastructure needs.
- Establish project governance and reporting structures.

Key Activities:

- Conduct an inception meeting with the College's Project Management Unit (PMU).
- Review existing documentation (strategic plan, infrastructure plans, and feasibility studies if any).
- Develop an inception report including methodology, timelines, team composition, and stakeholder engagement plan.

Deliverable:

- Inception Report and Project Plan.

Phase 2: Feasibility Study and Business Case

Objectives:

- Establish technical, financial, economic, and social viability.

Key Activities:

- Conduct demand analysis and confirm student accommodation needs per campus.
- Identify suitable sites and assess infrastructure readiness.
- Develop cost estimates and preliminary designs.
- Undertake financial and economic analysis, including affordability and value-for-money assessments.

Central Office
Badibanise Village
Mount Frere
Tel: 039 940 2142

Mount Frere Campus
Cancele Road
Mount Frere
Tel: 039 940 2142 ext.200

Ngqungqushu Campus
Magwa Road
Lusikisiki
Tel: 039 940 2142 ext.300

Siteto Campus
Mhlanga Village
Bizana
Tel: 039 940 2142 ext.400

Maluti Campus
Mli Road
Maluti
Tel: 039 940 2142 ext.500

Mt Fletcher Campus
Hospital Area
Mount Fletcher
Tel: 039 940 2142 ext.600

www.ingwecollege.edu.za

- Assess legal and institutional frameworks for project implementation.
- Develop a risk assessment and mitigation strategy.

Deliverable:

- Comprehensive Feasibility Study and Draft Business Case.

Phase 3: Project Structuring and Funding Options

Objectives:

- Develop an optimal structure for implementation and financing.

Key Activities:

- Identify and assess possible funding models (PPP, donor funding, or blended financing).
- Develop a detailed financial model (cash flow projections, IRR, NPV, cost recovery).
- Define risk allocation, revenue streams, and funding responsibilities.
- Draft legal and institutional frameworks for the selected model.

Deliverable:

- Final Business Case and Project Structuring Report.

Phase 4: Procurement Support and Transaction Management

Objectives:

- Ensure compliant, transparent, and competitive procurement of development partners or contractors.

Key Activities:

- Prepare bid documentation (RFPs, TORs, evaluation criteria).
- Support bid evaluation and negotiation processes.
- Draft contractual documents and assist during financial close.
- Advise on governance, approvals, and compliance documentation for Council and DHET

Deliverable:

- Procurement Documentation and Financial Close Support Report.

Central Office
Badibanise Village
Mount Frere
Tel: 039 940 2142

Mount Frere Campus
Cancele Road
Mount Frere
Tel: 039 940 2142 ext.200

Ngqungqushu Campus
Magwa Road
Lusikisiki
Tel: 039 940 2142 ext.300

Siteto Campus
Mhlanga Village
Bizana
Tel: 039 940 2142 ext.400

Maluti Campus
Mli Road
Maluti
Tel: 039 940 2142 ext.500

Mt Fletcher Campus
Hospital Area
Mount Fletcher
Tel: 039 940 2142 ext.600

www.ingwecollege.edu.za

Phase 5: Implementation Advisory and Capacity Building

Objectives:

- Support early implementation and institutional learning.

Key Activities:

- Provide technical and legal guidance during initial project rollout.
- Monitor compliance with the approved business case and financial model.
- Conduct workshops for College officials to build internal capacity in infrastructure transaction management.

Deliverable:

- *Implementation Support and Capacity Building Report.*

5. Expected Deliverables

The appointed Transaction Advisor is expected to produce the following key outputs:

1. Inception Report (with methodology and project plan)
2. Feasibility Study Report
3. Detailed Business Case and Financial Model
4. Legal and Regulatory Compliance Report
5. Procurement Documentation (including RFPs and evaluation templates)
6. Contractual and Negotiation Support Reports
7. Implementation Support and Handover Report

6. Duration and Timeframes

The total duration of the assignment is estimated at **six (6) to nine (9) months**, depending on the complexity of the project and approvals required. A detailed activity schedule and milestones must be presented in the inception phase.

Central Office
Badibanise Village
Mount Frere
Tel: 039 940 2142

Mount Frere Campus
Cancele Road
Mount Frere
Tel: 039 940 2142 ext.200

Ngqungqushu Campus
Magwa Road
Lusikisiki
Tel: 039 940 2142 ext.300

Siteto Campus
Mhlanga Village
Bizana
Tel: 039 940 2142 ext.400

Maluti Campus
Mli Road
Maluti
Tel: 039 940 2142 ext.500

Mt Fletcher Campus
Hospital Area
Mount Fletcher
Tel: 039 940 2142 ext.600

www.ingwecollege.edu.za

7. Composition of the Advisory Team

The Transaction Advisor must include the following core specialists:

No	Role	Minimum Qualification and Experience
1.	Lead Transaction Advisor / Project Director	NQF Level 07 Degree in Economics/Finance/Law with minimum 07 years' experience in transaction advisory for infrastructure development services
2.	Financial Analyst / Infrastructure Economist	NQF L7 Qualification in Finance/Economics/Accounting; with 7 years' experience in financial modelling and PPPs.
3.	Legal Advisor	Admitted Attorney or Advocate; with 5years' experience in PPPs and/ or Contract Management.
4.	Built Environment Specialist	Professionally registered Civil Engineer, Architect, and Quantity Surveyor with 6 years' experience in design costing and infrastructure feasibility. Must have NQF Level 06 or higher.
5.	Environmental Management	NQF Level 06 qualification in Environmental Management/Science/ Engineering with experience in environmental compliance and impact analysis.
6.	Risk and Compliance Advisor	NQF Level 07 Degree / Advanced Diploma in Risk Management/ Finance/ Auditing with 5 years experience in risk analysis, governance, and project assurance.
7.		

8. Governance and Reporting

- The Transaction Advisor will report directly to the College Principal and the Project Management Unit (PMU).
- The TA will provide monthly progress reports and attend progress meetings as required.
- All reports must be submitted in both electronic and hard copy format.

9. Expected Outcomes

Upon completion, the College should have:

- A bankable business case aligned with national frameworks.
- A fundable and implementable student accommodation model.
- Procurement-ready documentation for developer or partner appointment.
- Strengthened institutional capacity for future infrastructure development.

Central Office
Badibanise Village
Mount Frere
Tel: 039 940 2142

Mount Frere Campus
Cancele Road
Mount Frere
Tel: 039 940 2142 ext.200

Ngqungqushu Campus
Magwa Road
Lusikisiki
Tel: 039 940 2142 ext.300

Sitoto Campus
Mhlanga Village
Bizana
Tel: 039 940 2142 ext.400

Maluti Campus
Mli Road
Maluti
Tel: 039 940 2142 ext.500

Mt Fletcher Campus
Hospital Area
Mount Fletcher
Tel: 039 940 2142 ext.600

www.ingwecollege.edu.za

10. Ownership and Confidentiality

All deliverables, data, and documentation produced under this assignment will remain the property of Ingwe TVET College. The Transaction Advisor must maintain strict confidentiality throughout the assignment.

Central Office
Badibanise Village
Mount Frere
Tel: 039 940 2142

Mount Frere Campus
Cancele Road
Mount Frere
Tel: 039 940 2142 ext.200

Ngqungqushu Campus
Magwa Road
Lusikisiki
Tel: 039 940 2142 ext.300

Siteto Campus
Mhlanga Village
Bizana
Tel: 039 940 2142 ext.400

Maluti Campus
Mli Road
Maluti
Tel: 039 940 2142 ext.500

Mt Fletcher Campus
Hospital Area
Mount Fletcher
Tel: 039 940 2142 ext.600

www.ingwecollege.edu.za