



Sci-Bono Discovery Centre

**REQUEST FOR QUOTATIONS:
SUPPLY AND DELIVERY OF GRADE 8 & 9 ASSESSMENT TO LEARNER
COMPETENCY IN MATHEMATICS AND NATURAL SCIENCE**

RFB No.	CS/SCM/COO/MST/R18-19/25
RFB FOR	Supply & Delivery of Grade 8 & 9 Assessment to Learner Competency in Mathematics and Natural Science
Advertisement Date	13 August 2018
Compulsory Briefing	20 August 2018 @11H00
Submission Deadline	27 August 2018
RFB Submission Address	Corner Miriam Makeba and President, Newtown Johannesburg
RFB Validity Period	90 Days

1. BACKGROUND INFORMATION

- 1.1. The Sci-Bono Discovery Centre is an independent Non Profit Company set up by the Gauteng Department of Education. It is a flagship science centre located in Newtown, Johannesburg. Sci-Bono envisions a society with the capacity to compete in the global world of science and technology and that is equipped with the skills, attitudes and values needed to improve the quality of life of all South Africans. It also works closely with Gauteng Department of Education (GDE), to enhance curriculum delivery in Schools.

2. SPECIFICATIONS

- Conducting of Learner Support for Mathematics and Natural Science Grade 8 & 9 diagnosis Assessment.

3. SCOPE OF WORK

Item	Description
Grades & Subjects	<ul style="list-style-type: none"> • Diagnose and measure Mathematics (Grade 8 &9), Natural Sciences (Grade 8 &9) skills and content knowledge as per Curriculum and Assessment Policy Statement (CAPS). • The test must be conducted in 145 Mathematics, Science and Technology (MST) conditional grant project Schools in the province (list of schools with addresses is attached).
Number of Items and Duration	<ul style="list-style-type: none"> • A total number of 30 – 40 items per subject, assessed in 30 – 60 minutes.
Scholastic Intervention	<ul style="list-style-type: none"> • The diagnostic assessment will be conducted once in the year for one year, based on work covered in that subject in accordance with the Annual Teaching Plan (ATP) • The assessment items will be quality assured by the provincial subject specialists. • The service provider must mediate the analysed results to the school officials and GDE officials. • The mediation must also include recommendations in terms of intervention strategies for learners and teachers • Assessment for each subject must be conducted for one classroom of 30-50 learners per grade per school • The tests must be administered under controlled conditions and under the direction/supervision of the service provider. • The results must be presented electronically for record keeping. • The service provider must use technology for testing, recording and reporting • The service provider must have all the resources, in terms of hardware and software for administration of the tests

Assessment	<ul style="list-style-type: none"> The service provider must record and do a comparative analysis of school-based assessment results in Grade 8 & 9 for Mathematics and Natural Sciences The assessment items MUST fully comply with CAPS in the relevant subjects The Assessment should cover all cognitive levels and topics taught, please see table below: <table border="1" data-bbox="470 582 1340 817"> <thead> <tr> <th></th> <th>MATHS</th> <th>NATURAL SCIENCE</th> </tr> </thead> <tbody> <tr> <td>LEVEL 1</td> <td>Knowledge</td> <td>Knowing science</td> </tr> <tr> <td>LEVEL 2</td> <td>Routine procedures</td> <td>Understanding science</td> </tr> <tr> <td>LEVEL 3</td> <td>Complex procedures</td> <td>Applying scientific knowledge</td> </tr> <tr> <td>LEVEL 4</td> <td>Problem Solving</td> <td>Evaluating, analyzing, synthesising scientific knowledge</td> </tr> </tbody> </table> <ul style="list-style-type: none"> The assessment items must be grouped per topic Assessment should not discriminate in terms of contexts 		MATHS	NATURAL SCIENCE	LEVEL 1	Knowledge	Knowing science	LEVEL 2	Routine procedures	Understanding science	LEVEL 3	Complex procedures	Applying scientific knowledge	LEVEL 4	Problem Solving	Evaluating, analyzing, synthesising scientific knowledge
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Coordination and Monitoring	<ul style="list-style-type: none"> The service provider will be required to coordinate the testing with the school. The service provider will work closely with GDE Head Office and the Districts Officials 															
Reports	<ul style="list-style-type: none"> The results must be presented electronically for record keeping The reports must be submitted with the evidence of learner responses Proof of the quality assurance of the reports must be provided or guaranteed. Make report results available not later than November 2018. 															

4. MINIMUM REQUIREMENTS

Suppliers must submit the following (Submit two envelopes as follows):

Envelope 1:

- A Formal Written Quotation (clear & unambiguous; with VAT implications) per learner per day
- Quotation form downloadable from the Sci-Bono website.

Envelope 2:

- Comprehensive proposal (including the project plan)
- Proof of Company Registration
- A valid Tax Clearance Certificate
- B-BBEE certificate (IRBA or SANAS) or Sworn Affidavit
- Fully completed SBD forms (SBD 4, SBD 8, SBD 9) downloadable from the Sci-Bono website
- An over the counter Stamped Letter Confirming Bank Details of the bidding entity
- Proof of Business Address

References

The bidders must further supply SCI-BONO DISCOVERY CENTRE at most with two (2) contactable references where the bidder has delivered the similar services by simply stating the following:

- Name of client
- Position
- Contact telephone numbers
- Dates and Work performed.

5. PRICING SCHEDULE AND DELIVERY

5.1. General Pricing Fee

- 1) The bidder must provide a clear and unambiguous price schedule (quotation) with the fixed rates.
- 2) All disbursements and related costs must be provided separately, if any, and shall be negotiated.
- 3) Discounts shall be accepted but without any conditions.

6. CONDITIONS FOR SHORT LISTING

- 6.1 Proposals submitted will be evaluated using a system Method 2 (Financial Offer and Preference) in line with Section 7.3 (Table 5: Standard Tender Evaluation Method) prescribed by Sci-Bono's Supply Chain Management Policy.
- 6.2 All bids shall be subjected to a preliminary evaluation process and bidders who shall not meet minimum requirements set by this RFB shall automatically be disqualified and shall not be evaluated for functionality, and ultimately for price and preference.
- 6.3 District proximity
- 6.4 Capacity to accommodate the number of learners according to district needs
- 6.5 Availability of the accommodation dates according to district needs
- 6.6 The **functionality evaluation criterion** shall be as follows:
 - 6.6.1 Any proposal that scores less than 60% shall be disqualified and shall not be evaluated for price and B-BBEE.
 - 6.6.2 The proposal obtaining the highest number of points may be awarded the contract, although other factors may lead to a different decision.
 - 6.6.3 In the event of equal points scored, the tender will be awarded to the proposals scoring the highest on B-BBEE

7. PRICE EVALUATION

- 7.1 The proposals / bids shall be evaluated using the 80/20 preference point scoring system.

$$PS = 80 \left[1 - \frac{Pt - Pmin}{Pmin} \right]$$

Where:

P_s = Point scored for comparative price of bid under consideration;

P_t = Comparative price of bid under consideration; and

P_{min} = Comparative price of the lowest acceptable bid.

8. POINTS FOR B-BBEE

An 80/20 preference points scoring system (B-BBEE points) shall apply and shall be awarded as follows:

B-BBEE Status Level of Contributor	Number of points
1	20
2	18
3	16
4	12
5	8
6	6
7	4
8	2
Non-compliant contributor	0

9. AWARD CRITERIA

9.1 The bidder with the highest number of points shall be awarded the contract, unless there are factors that may lead to a different decision.

9.2 In the event of two or more bids score equal points, the bid will be awarded to the bidder scoring the highest points on B-BBEE or preference.

9.3 However, in the event the two or more bids have equal B-BBEE points, the tender will be awarded to the bidder with the highest points on functionality, if applicable.

- Price: 80%
- BEE Rating: 20%

10. CLOSING DATE AND TIME

- 10.1. Compulsory Briefing will be held on the 20th of August 2018, 11H00AM at Sci-Bono Discovery Centre
- 10.2. Submissions should be hand delivered by hand on or before **27 August 2018 at 12H00PM, deposited into the tender box marked "SUPPLY & DELIVERY OF GRADE 8 & 9 ASSESSMENT TO LEARNER COMPETENCY IN MATHEMATICS AND NATURAL SCIENCE". NO LATE PROPOSALS / BIDS shall be accepted.** Late proposals / bids shall be immediately returned to the bidders. All documents must be to Corner of Miriam Makeba & Helen Joseph Streets, Johannesburg, 2107.
- 10.3. All correspondences shall be done by e-mail siphesihle.nzimande@sci-bono.co.za ; no telephonic correspondences shall be done before and after the closing of bid. Bidders may be informed in writing of the outcome of the bid adjudication process.

11. DISCLAIMER

- Sci-Bono reserves the right to accept or reject any variation, deviation, tender offer or alternative offer and may cancel the tender process and reject all tender offers at any time before the formation of a contract. Sci-Bono reserves the right not to appoint a provider, to accept and / or award the whole or any portion of the tender, and is not obliged to provide reasons for the rejection of any tender. Sci-Bono will not incur any liability to a tenderer for such cancellation and rejection, but will give written reason for action upon request to do so.