



public works
& infrastructure

Department:
Public Works and Infrastructure
REPUBLIC OF SOUTH AFRICA

TERMS OF REFERENCE:

APPOINTMENT OF SERVICE PROVIDER TO DELIVER SAGE X3 CORE TECHNICAL COURSE

1. Purpose

The Directorate: Human Resources Development requires the appointment of accredited and credible service provider to deliver Sage X3 Core Technical course.

2. Background

The Department of Public Works and Infrastructure has in line with the National Skills Development Act and Human Resources Development Strategy conducted a training needs analysis in Head Office for the current financial year to identify the training needs of the Units and developed a Training Plan for implementation of those needs.

Sage X3 Core Technical course was identified by two (02) delegates from the Directorate: Information Communication Technology.

3. Expected Outcomes/ Deliverables

This course will enable delegates to learn how to successfully install Sage X3 including system hardware and server considerations.

3.1 The course content should cover the following areas:

- System Administrator functions,
- Install Sage X3 and patch the application,
- Create navigation and landing pages,
- Create custom queries and process flows
- Configure the basic technical settings of the applications and
- Concepts, tools and functions common to all Sage X3 modules.

3.2 Duration

The course would be presented over a period of five (5) days through virtual platform.



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3.3 Total number to be trained

- Two (02) employees from Head Office are to attend the course.

3.4 Certification

Employees would be awarded Certificate of Attendance upon successful completion of the course.

3.5 Training date

Training dates shall be determined by the appointed service provider.

3.6 Specific professional experience and special requirements

The course facilitator should be chosen for their training experience and have proven relevant experience in management and facilitation of Sage X3 Core Technical course. The successful bidder must provide a competent facilitator for this course.

3.7 Special Requirements

It is a requirements that all service providers facilitating any type of training must be registered/ accredited with the relevant Education Training Quality Assurance (ETQA) Body or Professional Body/Council and must submit a letter confirming accreditation/decision number.

3.8 All disbursements must be included within the cost per delegate.

4. Enquiries

All enquiries should be directed to:

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Training and Development
(012) 406 1157