



public works
& infrastructure

Department:
Public Works and Infrastructure
REPUBLIC OF SOUTH AFRICA

TERMS OF REFERENCE:

APPOINTMENT OF SERVICE PROVIDER TO DELIVER THE JBCC AGREEMENT/CONTRACTS COURSE

1. Purpose

The Directorate: Human Resources Development requires the appointment of accredited and credible service provider to deliver the JBCC Agreements/Contracts course.

2. Background

The Department of Public Works & 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.

JBCC Agreements/Contracts course was identified by Six (06) officials in the Chief Directorate: Engineering Services.

3. Expected Outcomes/ Deliverables

The course will help the officials to Identify the important role of the JBCC documents in the South African building industry and understand what the JBCC documents comprise of and its application in the South African building industry and elsewhere in Africa.

4. The course content should cover the following areas:

- Construction Law,
- Pre-Contract Activities,
- Risk Management Procurement / Contract Data,
- Dispute Resolution,
- Mediation,
- Adjudication,
- Arbitration,
- Definitions,
- Offer and Acceptance Documents,



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- Agents/ Design Duties of the Parties,
- Subcontractors,
- Contract Instructions,
- Execution & Completion Penalties (Damages),
- Payments,
- Adjustment of the Contract Value,
- Insurances & Securities,
- Suspension & Termination, and
- State Contract Data.

5. Duration of the course

The course should be presented over a period of two (02) days through virtual platform.

6. Total number to be trained

Six (06) officials from Head Office are to attend the course.

7. Certification

The officials should be awarded Certificate of Attendance upon successful completion of the course.

8. Training dates

Training dates should be determined by the appointed service provider.

9. Specific professional experience

The course facilitator should be chosen for their training experience and have proven relevant experience in management and facilitation of JBCC Agreements/Contracts course. The service provider must provide a competent facilitator for this course.

10. Special Requirements

It is a requirement that all service providers facilitating any type of training 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.



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11. Important Documents

The following documents should be attached to the bid:

- Accreditation letter
- Course content/outline
- Facilitator profile

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

13. Enquiries

All enquiries should be directed to:

Ms Tumelo Sibandze
Training and Development
(012) 406 1157