



## **TERMS OF REFERENCE:**

### **APPOINTMENT OF SERVICE PROVIDER TO DELIVER PROPERTY DEVELOPMENT AND INVESTMENT COURSE**

#### **1. Purpose**

The Directorate: Human Resources Development requires the appointment of accredited and credible service provider to deliver Property Development Investment 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.

Property Development Investment course was identified by one (01) official in the Directorate: Property Portfolio Management (PPM).

#### **3. Expected Outcomes/ Deliverables**

The course will help the official to gain a fundamental understanding and practical skills in financing, developing, and overseeing the efficient and effective management of property.

#### **4. The course content should cover the following areas:**

- Module 1: An Introduction to Property Development and Investment,
- Module 2: Identifying Investment Opportunities,
- Module 3: Property Law and the Legal Environment,
- Module 4: Property Cash Flow and Investment Analysis,
- Module 5: The Roles of Property Valuation,
- Module 6: Property Funding and Financing,
- Module 7: The Development Process, and
- Module 8: Property Management.



**5. Duration of the course**

The course should be presented over a period of eight (08) weeks through online platform.

**6. Total number to be trained**

One (01) official from Head Office is to attend the course.

**7. Certification**

The Official should be awarded eight (08) CPD points upon successful completion of the course.

**8. Training dates**

Training dates shall 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 Property Development Investment 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.

**11. All disbursements must be included within the cost per delegate.**

**12. Enquiries**

All enquiries should be directed to:

**Ms Tumelo Sibandze**  
**Training and Development**  
**(012) 406 1157**