health

Department:

Health

REPUBLIC OF SOUTH AFRICA

NDOH 15/2026-2027

INVITATION FOR CALL FOR PROPOSALS TO NON-GOVERNMENTAL ORGANISATIONS (NGOS) FOR THE HEALTH SYSTEMS RESEARCH AND KNOWLEDGE TRANSLATION IN SOUTH AFRICA GRANT

VALIDITY PERIOD:	**120 DAYS**
DATE ISSUED:	**17 SEPTEMBER 2026**
CLOSING DATE AND TIME:	**15 OCTOBER 2026 AT 11H00 AM**
SUBMISSION ADDRESS:	**NATIONAL DEPARTMENT OF HEALTH** **DR AB XUMA BUILDING** **1112 VOORTREKKER RD** **PRETORIA** **0187**

SBD1

PART A
INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE NATIONAL DEPARTMENT OF HEALTH (NDOH)					
BID NUMBER:	**NDOH 15/2026-27**	CLOSING DATE:	**15 OCTOBER 2026**	CLOSING TIME:	**11:00AM**
DESCRIPTION	**INVITATION FOR CALL FOR PROPOSALS TO NON-GOVERNMENTAL ORGANISATIONS (NGOS) FOR THE HEALTH SYSTEMS RESEARCH AND KNOWLEDGE TRANSLATION IN SOUTH AFRICA GRANT**				

BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT *(STREET ADDRESS)*

NATIONAL DEPARTMENT OF HEALTH

1112 VOORTREKKER ROAD

DR AB XUMA BUILDING (PREVIOUSLY EXXARO BUILDING) IN THABA TSHWANE

PRETORIA

BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO		**TECHNICAL ENQUIRIES MAY BE DIRECTED TO:**	
CONTACT PERSON	**NDOH SCM**	CONTACT PERSON	**NDOH SCM**
TELEPHONE NUMBER	**-**	TELEPHONE NUMBER	**-**
FACSIMILE NUMBER	**-**	FACSIMILE NUMBER	**-**
E-MAIL ADDRESS	tenders@health.gov.za	E-MAIL ADDRESS	tenders@health.gov.za

SUPPLIER INFORMATION

NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		**OR**	CENTRAL SUPPLIER DATABASE No:	MAAA

QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	☐ YES ☐ NO
DOES THE ENTITY HAVE A BRANCH IN THE RSA?	☐ YES ☐ NO
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	☐ YES ☐ NO
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	☐ YES ☐ NO
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?	☐ YES ☐ NO

IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.

PART B
TERMS AND CONDITIONS FOR BIDDING

1.	**BID SUBMISSION:**
1.1.	BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2.	**ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED–(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.**
1.3.	THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2022, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
1.4.	**THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).**
2.	**TAX COMPLIANCE REQUIREMENTS**
2.1	BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.2	BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3	APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
2.4	BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.5	IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.6	WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
2.7	NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SIGNATURE OF BIDDER: ……

CAPACITY UNDER WHICH THIS BID IS SIGNED: ……
(NB: Proof of authority must be submitted e.g. company resolution)

DATE: ……...


Roger Dyason Road
M7
Roger Dyason Road
Roger Dyason Road
National Department of Health
P
Entrance
Voortrekker Road
1 Military Hospital
Voortrekker Road
Voortrekker Road
Heartfelt Arena
R101
Old Johannesburg Road
Old Johannesburg Road
M7
Eeufees Road
Voortrekker Monument Nature Reserve
Eeufees Road
Eeufees Road
N

AUTHORITY TO SIGN THE STANDARD BIDDING DOCUMENTS (SBD) ON BEHALF OF AN ENTITY.

"Only authorized signatories may sign the original and all copies of the bid where required.

In the case of a **ONE-PERSON CONCERN** submitting a bid, this shall be clearly stated.

In case of a **COMPANY** submitting a bid, include a copy of a **resolution by its board of directors** authorizing a director or other official of the company to sign the documents on behalf of the company.

In the case of a **CLOSED CORPORATION** submitting a bid, include a copy of a **resolution by its members** authorizing a member or other official of the corporation to sign the documents on each member's behalf.

In the case of a **PARTNERSHIP** submitting a bid, **all the partners shall** sign the documents, unless one partner or a group of partners has been authorized to sign on behalf of each partner, in which case **proof of such authorization** shall be included in the bid.

In the case of a **JOINT VENTURE** submitting a bid, include **a resolution** of each company of the Joint Venture together with a resolution by its members authorizing a member of the Joint Venture to sign the documents on behalf of the Joint Venture."

Accept that failure to submit proof of Authorization to sign the bid may result in the bid being declared non-responsive.

AUTHORITY OF SIGNATORY

Signatories for companies, closed corporations and partnerships must establish their authority **BY ATTACHING TO THIS FORM, ON THEIR ORGANISATIONS'S LETTERHEAD STATIONERY**, a copy of the relevant resolution by their Board of Directors, Members or Partners, duly signed and dated.

An **EXAMPLE** is shown below for a COMPANY:

ZETHMBE TRADERS
(Pty) Ltd

By resolution of the Board of Directors taken on *01 AUGUST 2000,*

MR M
BONAKELE

has been duly authorised to sign all documents in connection with

Contract no NDoH-01/2023/2024, and any contract which may arise

there from, on behalf of *Mabel House (Pty) Ltd.*

SIGNED ON BEHALF OF THE COMPANY: (Signature of Managing Director)

IN HIS CAPACITY AS: Managing Director

DATE: *01 AUGUST 2000*

SIGNATURE OF SIGNATORY: (Signature of *M Bonakele)*

As witnesses:

1. . . . . .

2. . . . . .

Signature of person authorised to sign the bid: . . . . . .

Date: . . . . . .

THE NATIONAL TREASURY

Republic of South Africa

GOVERNMENT PROCUREMENT:

GENERAL CONDITIONS OF CONTRACT

July 2010

GOVERNMENT PROCUREMENT

GENERAL CONDITIONS OF CONTRACT
July 2010

NOTES

The purpose of this document is to:

(i) Draw special attention to certain general conditions applicable to government bids, contracts and orders; and
(ii) To ensure that clients be familiar with regard to the rights and obligations of all parties involved in doing business with government.

In this document words in the singular also mean in the plural and vice versa and words in the masculine also mean in the feminine and neuter.

- The General Conditions of Contract will form part of all bid documents and may not be amended.

- Special Conditions of Contract (SCC) relevant to a specific bid, should be compiled separately for every bid (if (applicable) and will supplement the General Conditions of Contract. Whenever there is a conflict, the provisions in the SCC shall prevail.

TABLE OF CLAUSES

General Conditions of Contract

1. Definitions

1. The following terms shall be interpreted as indicated:

1.1 “Closing time” means the date and hour specified in the bidding documents for the receipt of bids.

1.2 “Contract” means the written agreement entered into between the purchaser and the supplier, as recorded in the contract form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.

1.3 “Contract price” means the price payable to the supplier under the contract for the full and proper performance of his contractual obligations.

1.4 “Corrupt practice” means the offering, giving, receiving, or soliciting of any thing of value to influence the action of a public official in the procurement process or in contract execution.

1.5 "Countervailing duties" are imposed in cases where an enterprise abroad is subsidized by its government and encouraged to market its products internationally.

1.6 “Country of origin” means the place where the goods were mined, grown or produced or from which the services are supplied. Goods are produced when, through manufacturing, processing or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.

1.7 “Day” means calendar day.

1.8 “Delivery” means delivery in compliance of the conditions of the contract or order.

1.9 “Delivery ex stock” means immediate delivery directly from stock actually on hand.

1.10 “Delivery into consignees store or to his site” means delivered and unloaded in the specified store or depot or on the specified site in compliance with the conditions of the contract or order, the supplier bearing all risks and charges involved until the supplies are so delivered and a valid receipt is obtained.

1.11 "Dumping" occurs when a private enterprise abroad market its goods on own initiative in the RSA at lower prices than that of the country of origin and which have the potential to harm the local industries in the

RSA.

1.12 ”Force majeure” means an event beyond the control of the supplier and not involving the supplier’s fault or negligence and not foreseeable. Such events may include, but is not restricted to, acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.

1.13 “Fraudulent practice” means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of any bidder, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the bidder of the benefits of free and open competition.

1.14 “GCC” means the General Conditions of Contract.

1.15 “Goods” means all of the equipment, machinery, and/or other materials that the supplier is required to supply to the purchaser under the contract.

1.16 “Imported content” means that portion of the bidding price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the supplier or his subcontractors) and which costs are inclusive of the costs abroad, plus freight and other direct importation costs such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African place of entry as well as transportation and handling charges to the factory in the Republic where the supplies covered by the bid will be manufactured.

1.17 “Local content” means that portion of the bidding price which is not included in the imported content provided that local manufacture does take place.

1.18 “Manufacture” means the production of products in a factory using labour, materials, components and machinery and includes other related value-adding activities.

1.19 “Order” means an official written order issued for the supply of goods or works or the rendering of a service.

1.20 “Project site,” where applicable, means the place indicated in bidding documents.

1.21 “Purchaser” means the organization purchasing the goods.

1.22 “Republic” means the Republic of South Africa.

1.23 “SCC” means the Special Conditions of Contract.

1.24 “Services” means those functional services ancillary to the supply of the goods, such as transportation and any other incidental services, such as installation, commissioning, provision of technical assistance, training, catering, gardening, security, maintenance and other such

obligations of the supplier covered under the contract.

1.25 "Written" or "in writing" means handwritten in ink or any form of electronic or mechanical writing.

2. Application

2.1 These general conditions are applicable to all bids, contracts and orders including bids for functional and professional services, sales, hiring, letting and the granting or acquiring of rights, but excluding immovable property, unless otherwise indicated in the bidding documents.

2.2 Where applicable, special conditions of contract are also laid down to cover specific supplies, services or works.

2.3 Where such special conditions of contract are in conflict with these general conditions, the special conditions shall apply.

3. General

3.1 Unless otherwise indicated in the bidding documents, the purchaser shall not be liable for any expense incurred in the preparation and submission of a bid. Where applicable a non-refundable fee for documents may be charged.

3.2 With certain exceptions, invitations to bid are only published in the Government Tender Bulletin. The Government Tender Bulletin may be obtained directly from the Government Printer, Private Bag X85, Pretoria 0001, or accessed electronically from www.treasury.gov.za

4. Standards

4.1 The goods supplied shall conform to the standards mentioned in the bidding documents and specifications.

5. Use of contract documents and information; inspection.

5.1 The supplier shall not, without the purchaser's prior written consent, disclose the contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the purchaser in connection therewith, to any person other than a person employed by the supplier in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.

5.2 The supplier shall not, without the purchaser's prior written consent, make use of any document or information mentioned in GCC clause 5.1 except for purposes of performing the contract.

5.3 Any document, other than the contract itself mentioned in GCC clause 5.1 shall remain the property of the purchaser and shall be returned (all copies) to the purchaser on completion of the supplier's performance under the contract if so required by the purchaser.

5.4 The supplier shall permit the purchaser to inspect the supplier's records relating to the performance of the supplier and to have them audited by auditors appointed by the purchaser, if so required by the purchaser.

6. Patent rights

6.1 The supplier shall indemnify the purchaser against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by the purchaser.

7. Performance security

7.1 Within thirty (30) days of receipt of the notification of contract award, the successful bidder shall furnish to the purchaser the performance security of the amount specified in SCC.

7.2 The proceeds of the performance security shall be payable to the purchaser as compensation for any loss resulting from the supplier's failure to complete his obligations under the contract.

7.3 The performance security shall be denominated in the currency of the contract, or in a freely convertible currency acceptable to the purchaser and shall be in one of the following forms:

(a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the purchaser's country or abroad, acceptable to the purchaser, in the form provided in the bidding documents or another form acceptable to the purchaser; or
(b) a cashier's or certified cheque

7.4 The performance security will be discharged by the purchaser and returned to the supplier not later than thirty (30) days following the date of completion of the supplier's performance obligations under the contract, including any warranty obligations, unless otherwise specified in SCC.

8. Inspections, tests and analyses

8.1 All pre-bidding testing will be for the account of the bidder.

8.2 If it is a bid condition that supplies to be produced or services to be rendered should at any stage during production or execution or on completion be subject to inspection, the premises of the bidder or contractor shall be open, at all reasonable hours, for inspection by a representative of the Department or an organization acting on behalf of the Department.

8.3 If there are no inspection requirements indicated in the bidding documents and no mention is made in the contract, but during the contract period it is decided that inspections shall be carried out, the purchaser shall itself make the necessary arrangements, including payment arrangements with the testing authority concerned.

8.4 If the inspections, tests and analyses referred to in clauses 8.2 and 8.3 show the supplies to be in accordance with the contract requirements, the cost of the inspections, tests and analyses shall be defrayed by the purchaser.

8.5 Where the supplies or services referred to in clauses 8.2 and 8.3 do not comply with the contract requirements, irrespective of whether such supplies or services are accepted or not, the cost in connection with these inspections, tests or analyses shall be defrayed by the supplier.

8.6 Supplies and services which are referred to in clauses 8.2 and 8.3 and which do not comply with the contract requirements may be rejected.

8.7 Any contract supplies may on or after delivery be inspected, tested or

analyzed and may be rejected if found not to comply with the requirements of the contract. Such rejected supplies shall be held at the cost and risk of the supplier who shall, when called upon, remove them immediately at his own cost and forthwith substitute them with supplies which do comply with the requirements of the contract. Failing such removal the rejected supplies shall be returned at the suppliers cost and risk. Should the supplier fail to provide the substitute supplies forthwith, the purchaser may, without giving the supplier further opportunity to substitute the rejected supplies, purchase such supplies as may be necessary at the expense of the supplier.

8.8 The provisions of clauses 8.4 to 8.7 shall not prejudice the right of the purchaser to cancel the contract on account of a breach of the conditions thereof, or to act in terms of Clause 23 of GCC.

9. Packing

9.1 The supplier shall provide such packing of the goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing, case size and weights shall take into consideration, where appropriate, the remoteness of the goods' final destination and the absence of heavy handling facilities at all points in transit.

9.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the contract, including additional requirements, if any, specified in SCC, and in any subsequent instructions ordered by the purchaser.

10. Delivery and documents

10.1 Delivery of the goods shall be made by the supplier in accordance with the terms specified in the contract. The details of shipping and/or other documents to be furnished by the supplier are specified in SCC.

10.2 Documents to be submitted by the supplier are specified in SCC.

11. Insurance

11.1 The goods supplied under the contract shall be fully insured in a freely convertible currency against loss or damage incidental to manufacture or acquisition, transportation, storage and delivery in the manner specified in the SCC.

12. Transportation

12.1 Should a price other than an all-inclusive delivered price be required, this shall be specified in the SCC.

13. Incidental services

13.1 The supplier may be required to provide any or all of the following services, including additional services, if any, specified in SCC:

(a) performance or supervision of on-site assembly and/or commissioning of the supplied goods;
(b) furnishing of tools required for assembly and/or maintenance of the supplied goods;
(c) furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied goods;

(d) performance or supervision or maintenance and/or repair of the supplied goods, for a period of time agreed by the parties, provided that this service shall not relieve the supplier of any warranty obligations under this contract; and

(e) training of the purchaser's personnel, at the supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied goods.

13.2 Prices charged by the supplier for incidental services, if not included in the contract price for the goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the supplier for similar services.

14. Spare parts

14.1 As specified in SCC, the supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the supplier:

(a) such spare parts as the purchaser may elect to purchase from the supplier, provided that this election shall not relieve the supplier of any warranty obligations under the contract; and

(b) in the event of termination of production of the spare parts:

(i) Advance notification to the purchaser of the pending termination, in sufficient time to permit the purchaser to procure needed requirements; and

(ii) following such termination, furnishing at no cost to the purchaser, the blueprints, drawings, and specifications of the spare parts, if requested.

15. Warranty

15.1 The supplier warrants that the goods supplied under the contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the contract. The supplier further warrants that all goods supplied under this contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the purchaser's specifications) or from any act or omission of the supplier, that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination.

15.2 This warranty shall remain valid for twelve (12) months after the goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the contract, or for eighteen (18) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise in SCC.

15.3 The purchaser shall promptly notify the supplier in writing of any claims arising under this warranty.

15.4 Upon receipt of such notice, the supplier shall, within the period specified in SCC and with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the purchaser.

15.5 If the supplier, having been notified, fails to remedy the defect(s) within the period specified in SCC, the purchaser may proceed to take

such remedial action as may be necessary, at the supplier's risk and expense and without prejudice to any other rights which the purchaser may have against the supplier under the contract.

16. Payment

16.1 The method and conditions of payment to be made to the supplier under this contract shall be specified in SCC.

16.2 The supplier shall furnish the purchaser with an invoice accompanied by a copy of the delivery note and upon fulfillment of other obligations stipulated in the contract.

16.3 Payments shall be made promptly by the purchaser, but in no case later than thirty (30) days after submission of an invoice or claim by the supplier.

16.4 Payment will be made in Rand unless otherwise stipulated in SCC.

17. Prices

17.1 Prices charged by the supplier for goods delivered and services performed under the contract shall not vary from the prices quoted by the supplier in his bid, with the exception of any price adjustments authorized in SCC or in the purchaser's request for bid validity extension, as the case may be.

18. Contract amendments

18.1 No variation in or modification of the terms of the contract shall be made except by written amendment signed by the parties concerned.

19. Assignment

19.1 The supplier shall not assign, in whole or in part, its obligations to perform under the contract, except with the purchaser's prior written consent.

20. Subcontracts

20.1 The supplier shall notify the purchaser in writing of all subcontracts awarded under this contracts if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the supplier from any liability or obligation under the contract.

21. Delays in the supplier's performance

21.1 Delivery of the goods and performance of services shall be made by the supplier in accordance with the time schedule prescribed by the purchaser in the contract.

21.2 If at any time during performance of the contract, the supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the supplier shall promptly notify the purchaser in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the supplier's notice, the purchaser shall evaluate the situation and may at his discretion extend the supplier's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.

21.3 No provision in a contract shall be deemed to prohibit the obtaining of supplies or services from a national department, provincial department, or a local authority.

21.4 The right is reserved to procure outside of the contract small quantities or to have minor essential services executed if an emergency arises, the

supplier's point of supply is not situated at or near the place where the supplies are required, or the supplier's services are not readily available.

21.5 Except as provided under GCC Clause 25, a delay by the supplier in the performance of its delivery obligations shall render the supplier liable to the imposition of penalties, pursuant to GCC Clause 22, unless an extension of time is agreed upon pursuant to GCC Clause 21.2 without the application of penalties.

21.6 Upon any delay beyond the delivery period in the case of a supplies contract, the purchaser shall, without canceling the contract, be entitled to purchase supplies of a similar quality and up to the same quantity in substitution of the goods not supplied in conformity with the contract and to return any goods delivered later at the supplier's expense and risk, or to cancel the contract and buy such goods as may be required to complete the contract and without prejudice to his other rights, be entitled to claim damages from the supplier.

22. Penalties

22.1 Subject to GCC Clause 25, if the supplier fails to deliver any or all of the goods or to perform the services within the period(s) specified in the contract, the purchaser shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance. The purchaser may also consider termination of the contract pursuant to GCC Clause 23.

23. Termination for default

23.1 The purchaser, without prejudice to any other remedy for breach of contract, by written notice of default sent to the supplier, may terminate this contract in whole or in part:

(a) if the supplier fails to deliver any or all of the goods within the period(s) specified in the contract, or within any extension thereof granted by the purchaser pursuant to GCC Clause 21.2;

(b) if the Supplier fails to perform any other obligation(s) under the contract; or

(c) if the supplier, in the judgment of the purchaser, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.

23.2 In the event the purchaser terminates the contract in whole or in part, the purchaser may procure, upon such terms and in such manner as it deems appropriate, goods, works or services similar to those undelivered, and the supplier shall be liable to the purchaser for any excess costs for such similar goods, works or services. However, the supplier shall continue performance of the contract to the extent not terminated.

23.3 Where the purchaser terminates the contract in whole or in part, the purchaser may decide to impose a restriction penalty on the supplier by prohibiting such supplier from doing business with the public sector for a period not exceeding 10 years.

23.4 If a purchaser intends imposing a restriction on a supplier or any

person associated with the supplier, the supplier will be allowed a time period of not more than fourteen (14) days to provide reasons why the envisaged restriction should not be imposed. Should the supplier fail to respond within the stipulated fourteen (14) days the purchaser may regard the intended penalty as not objected against and may impose it on the supplier.

23.5 Any restriction imposed on any person by the Accounting Officer / Authority will, at the discretion of the Accounting Officer / Authority, also be applicable to any other enterprise or any partner, manager, director or other person who wholly or partly exercises or exercised or may exercise control over the enterprise of the first-mentioned person, and with which enterprise or person the first-mentioned person, is or was in the opinion of the Accounting Officer / Authority actively associated.

23.6 If a restriction is imposed, the purchaser must, within five (5) working days of such imposition, furnish the National Treasury, with the following information:

(i) the name and address of the supplier and / or person restricted by the purchaser;
(ii) the date of commencement of the restriction
(iii) the period of restriction; and
(iv) the reasons for the restriction.

These details will be loaded in the National Treasury's central database of suppliers or persons prohibited from doing business with the public sector.

23.7 If a court of law convicts a person of an offence as contemplated in sections 12 or 13 of the Prevention and Combating of Corrupt Activities Act, No. 12 of 2004, the court may also rule that such person's name be endorsed on the Register for Tender Defaulters. When a person's name has been endorsed on the Register, the person will be prohibited from doing business with the public sector for a period not less than five years and not more than 10 years. The National Treasury is empowered to determine the period of restriction and each case will be dealt with on its own merits. According to section 32 of the Act the Register must be open to the public. The Register can be perused on the National Treasury website.

24. Anti-dumping and countervailing duties and rights

24.1 When, after the date of bid, provisional payments are required, or anti-dumping or countervailing duties are imposed, or the amount of a provisional payment or anti-dumping or countervailing right is increased in respect of any dumped or subsidized import, the State is not liable for any amount so required or imposed, or for the amount of any such increase. When, after the said date, such a provisional payment is no longer required or any such anti-dumping or countervailing right is abolished, or where the amount of such provisional payment or any such right is reduced, any such favourable difference shall on demand be paid forthwith by the contractor to the State or the State may deduct such amounts from moneys (if any) which may otherwise be due to the contractor in regard to supplies or services which he delivered or rendered, or is to deliver or render in terms of the contract or any other contract or any other amount which

may be due to him

25. Force Majeure

25.1 Notwithstanding the provisions of GCC Clauses 22 and 23, the supplier shall not be liable for forfeiture of its performance security, damages, or termination for default if and to the extent that his delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure.

25.2 If a force majeure situation arises, the supplier shall promptly notify the purchaser in writing of such condition and the cause thereof. Unless otherwise directed by the purchaser in writing, the supplier shall continue to perform its obligations under the contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

26. Termination for insolvency

26.1 The purchaser may at any time terminate the contract by giving written notice to the supplier if the supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the purchaser.

27. Settlement of Disputes

27.1 If any dispute or difference of any kind whatsoever arises between the purchaser and the supplier in connection with or arising out of the contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.

27.2 If, after thirty (30) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the purchaser or the supplier may give notice to the other party of his intention to commence with mediation. No mediation in respect of this matter may be commenced unless such notice is given to the other party.

27.3 Should it not be possible to settle a dispute by means of mediation, it may be settled in a South African court of law.

27.4 Mediation proceedings shall be conducted in accordance with the rules of procedure specified in the SCC.

27.5 Notwithstanding any reference to mediation and/or court proceedings herein,

(a) the parties shall continue to perform their respective obligations under the contract unless they otherwise agree; and
(b) the purchaser shall pay the supplier any monies due the supplier.

28. Limitation of liability

28.1 Except in cases of criminal negligence or willful misconduct, and in the case of infringement pursuant to Clause 6;

(a) the supplier shall not be liable to the purchaser, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the supplier to pay penalties and/or damages to the purchaser; and

(b) the aggregate liability of the supplier to the purchaser, whether under the contract, in tort or otherwise, shall not exceed the total contract price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.

29. Governing language

29.1 The contract shall be written in English. All correspondence and other documents pertaining to the contract that is exchanged by the parties shall also be written in English.

30. Applicable law

30.1 The contract shall be interpreted in accordance with South African laws, unless otherwise specified in SCC.

31. Notices

31.1 Every written acceptance of a bid shall be posted to the supplier concerned by registered or certified mail and any other notice to him shall be posted by ordinary mail to the address furnished in his bid or to the address notified later by him in writing and such posting shall be deemed to be proper service of such notice

31.2 The time mentioned in the contract documents for performing any act after such aforesaid notice has been given, shall be reckoned from the date of posting of such notice.

32. Taxes and duties

32.1 A foreign supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the purchaser's country.

32.2 A local supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted goods to the purchaser.

32.3 No contract shall be concluded with any bidder whose tax matters are not in order. Prior to the award of a bid the Department must be in possession of a tax clearance certificate, submitted by the bidder. This certificate must be an original issued by the South African Revenue Services.

33. National Industrial Participation (NIP) Programme

33.1 The NIP Programme administered by the Department of Trade and Industry shall be applicable to all contracts that are subject to the NIP obligation.

34 Prohibition of Restrictive practices

34.1 In terms of section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, an agreement between, or concerted practice by, firms, or a decision by an association of firms, is prohibited if it is between parties in a horizontal relationship and if a bidder (s) is / are or a contractor(s) was / were involved in collusive bidding (or bid rigging).

34.2 If a bidder(s) or contractor(s), based on reasonable grounds or evidence obtained by the purchaser, has / have engaged in the restrictive practice referred to above, the purchaser may refer the matter to the Competition Commission for investigation and possible imposition of administrative penalties as contemplated in the Competition Act No. 89 of 1998.

34.3 If a bidder(s) or contractor(s), has / have been found guilty by the Competition Commission of the restrictive practice referred to above, the purchaser may, in addition and without prejudice to any other remedy provided for, invalidate the bid(s) for such item(s) offered, and / or terminate the contract in whole or part, and / or restrict the bidder(s) or contractor(s) from conducting business with the public sector for a period not exceeding ten (10) years and / or claim damages from the bidder(s) or contractor(s) concerned.

SBD4

BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest1 in the enterprise, employed by the state? **YES/NO**

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	**Identity Number**	**Name of State institution**

2.2 Do you, or any person connected with the bidder, have a relationship

1 the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:
……
……

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract? **YES/NO**

2.3.1 If so, furnish particulars:
……
……

3 DECLARATION

I, the undersigned, (name)……. in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

3.1 I have read and I understand the contents of this disclosure;
3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement or arrangement with any competitor. However, communication between partners in a joint venture or consortium2 will not be construed as collusive bidding.
3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

3.5 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring

2 Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.
I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

…… ……
Signature Date

…… ……
Position Name of bidder

health
Department:
Health
REPUBLIC OF SOUTH AFRICA

2030 NDP

NDOH 15/2026–2027

TERMS OF REFERENCE

Invitation for Call for Proposals to Non-Governmental Organisations (NGOs) for the Health Systems Research and Knowledge Translation in South Africa Grant

Grant Period	Three (3) years
Grant Type	Transfer to Non-Governmental Organisations (NGOs)
Transferring Department	National Department of Health
Receiving Institutions	Eligible Non-Governmental Organisations operating in South Africa
Programme	Health Systems Research, Governance and Accountability
MTEF Period	2026/27 – 2029/30

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Glossary of Terms

Term	Definition
Civil society organisations	According to the World Bank, civil society is a wide array of non-governmental and not-for-profit organisations that have a presence in public life, expressing the interests and values of their members or others, based on ethical, cultural, political, scientific, religious, or philanthropic considerations.
Health systems research	According to the World Health Organization (WHO), health systems research seeks to understand and improve how societies organise themselves in achieving collective health goals, and how different actors interact in the policy and implementation processes to contribute to policy outcomes. By nature, it is inter-disciplinary, a blend of economics, sociology, anthropology, political science, public health, and epidemiology that together draw a comprehensive picture of how health systems respond and adapt to health policies, and how health policies can shape and be shaped by health systems and the broader determinants of health.
Non-governmental organisation	A non-governmental organisation is a voluntary group or institution with a social mission, which operates independently from the government.
Non-profit organisation	In terms of the Non-profit Organisations Act 71 of 1997, a non-profit organisation is a trust, company or other association of persons established for a public purpose, the income and property of which are not distributable to its members or office-bearers except as reasonable compensation for services rendered.
Evidence synthesis	According to the WHO, evidence synthesis is a research method that allows researchers to bring together all relevant information on a research question. This can be useful to identify gaps in knowledge, establish an evidence base for best-practice guidance, or help inform policymakers and practitioners. Outputs that use evidence synthesis include policy briefs, systematic reviews and clinical practice guidelines.
Capacity building	According to the United Nations, capacity building is the process of developing and strengthening the skills, instincts, abilities, processes, and resources that organisations and communities need to survive, adapt, and thrive in a fast-changing world. It involves building, strengthening, and sustaining the human and physical capacity to conduct, absorb and use health research.
Knowledge product	A policy brief, evidence summary, implementation guide, dashboard or decision-support tool.
Knowledge translation	The broad process of synthesising, disseminating, exchanging, and applying knowledge to improve outcomes across sectors. It

Term	Definition
	encompasses the full range of activities required to move evidence from its point of generation to the individuals, organisations, and systems positioned to act on it, and to return contextual insights from practice and policy settings back into the evidence base. Knowledge translation draws on multiple sources of knowing, including empirical research, professional expertise, lived experience, and community and indigenous knowledge systems, and operates through mechanisms such as evidence synthesis, guideline development, stakeholder engagement, capacity building, and implementation support.

Acronyms

For the purposes of this RFP, the following acronyms apply:

Acronym	Definition
CSO	Civil Society Organization
HSS	Health System Strengthening
NGO	Non-governmental Organization
NDoH	National Department of Health
NDP	National Development Plan
MEL	Monitoring, Evaluation and Learning
MTDP	Medium-Term Development Plan
NHI	National Health Insurance
PHC	Primary Health Care
WHO	World Health Organization
UHC	Universal Health Coverage
SDG	Sustainable Development Goals

1. Introduction

The National Department of Health (NDoH) invites suitably qualified and legally registered Non-Governmental Organisations (NGOs) operating in South Africa to submit proposals for the implementation of the Health Systems Research and Knowledge Translation in South Africa Grant.

The purpose of this grant is to strengthen the generation, translation, dissemination and utilisation of evidence to support health policy development, health systems strengthening, National Health Insurance (NHI) implementation, Primary Health Care (PHC) reform, governance improvement and evidence synthesis.

The Department intends to appoint one (1) NGO to conduct health systems research and knowledge translation, in support of evidence-based policy making and programme implementation.

2. Background

Health System Strengthening (HSS) is a key priority for South Africa as it seeks to improve health outcomes and ensure equitable access to quality healthcare services. The World Health Organization (WHO) defines HSS as improving the performance of all components of the health system so that they work together effectively to meet the health needs of the population. This includes strengthening six key building blocks:

a) Service delivery
b) Health workforce
c) Health information systems
d) Medical products and technologies
e) Health financing
f) Leadership and governance.

A strong health system is essential for achieving Universal Health Coverage (UHC), which aims to ensure that all people have access to quality health services, including prevention, treatment, rehabilitation, and palliative care, without suffering financial hardship. UHC is also a central target of the United Nations Sustainable Development Goals (SDGs) and is recognised globally as a critical pathway to improving population health and reducing inequalities. Continued investment in health systems research is therefore essential to support evidence-based decision-making and accelerate progress towards UHC.

In South Africa, the pursuit of UHC is being advanced through the implementation of National Health Insurance (NHI). The NHI represents a major health sector reform intended to provide all South Africans with access to quality healthcare services regardless of their ability to pay. It seeks to address longstanding inequalities in access to healthcare, improve service quality, and protect households from the financial burden associated with healthcare costs. As the health system evolves towards NHI implementation, evidence is needed to inform policy decisions, improve service delivery, and strengthen health system performance.

The National Development Plan (NDP) 2030 strategic intent for the health sector is the achievement of a health system that is accessible, works for everyone and produces positive health outcomes. The Medium-Term Development Plan (MTDP) is the implementation plan of the NDP and aligns to the goals and objectives of the NDP and Programme of Priorities with greater emphasis on development outcomes framed as an economic plan to address existing socioeconomic challenges. The Plan sets out three strategic priorities namely: inclusive growth and job creation, reduce poverty and tackle the high cost of living as well as a capable, ethical and developmental state. The health sector's contribution towards the strategic outcome of reduction of poverty and tackling high cost of living will be achieved through the four sector priorities outlined below:

- Pursue achievement of UHC through the implementation of the NHI to address inequity and financial hardship in accessing quality health care.
- Improve the quality of health care at all levels of the health establishments, inclusive of private and public facilities.
- Improve resource management by optimizing human resources and healthcare infrastructure and implementing a single electronic health record.
- Strengthen the primary health care (PHC) system by ensuring that home and community-based services, as well as clinics and community health centres as well-resourced and appropriately staffed to provide the promotive, preventative, curative, rehabilitative and palliative.

The 2019 Presidential Health Compact (PHC) was developed to identify primary focus areas towards establishing a unified, integrated and responsive health system. Partners committed themselves to a 5-year program of partnering with government in improving health care services in our Country. In 2024 the second Presidential Health Compact (2024 - 2029) was adopted.

Health compact is essential for ensuring collaboration and coordination the state and key stakeholders in achieving better health outcomes for the population; the State, as the main provider of health care services, needs the support of other stakeholders, including the labour, private sector, civil society organisations and communities. Under the theme, Accelerating HSS and NHI, the Health Compact Pillars outlined below:

- Pillar 1: Augment Human Resources for Health Operational Plan.
- Pillar 2: Better supply chain equipment and machinery management to ensure improved access to essential medicines, vaccines, and medical products.
- Pillar 3: Execute the infrastructure plan to ensure adequate, appropriately distributed, well maintained health facilities.
- Pillar 4: Engage the private sector in improving health services' access, coverage and quality.
- Pillar 5: Improve health services' quality, safety, and quality, focusing on primary health care.

- Pillar 6: Improve the efficiency of public sector financial management systems and processes.
- Pillar 7: Strengthen Governance and Leadership to improve oversight, accountability and health system performance at all levels.
- Pillar 8: Engage and empower the community to ensure adequate and appropriate community-based care.
- Pillar 9: Develop an information system to guide the health system's policies, strategies and investments.
- Pillar 10: Pandemic Preparedness and Response

Achieving a resilient and responsive health system requires continuous generation and use of evidence. Health systems research plays a critical role in identifying effective strategies for improving service delivery, healthcare quality, efficiency, equity, and health outcomes. Research also provides evidence to support policy development, programme implementation, monitoring, and evaluation.

The WHO Research for Health Strategy recognises the important contribution of Civil Society Organisations (CSOs), including NGOs, in improving health outcomes. CSOs operate between government and communities, represent diverse population groups, and are guided by principles of social justice and public participation.

NGOs can contribute throughout the research continuum, from identifying research priorities that reflect community needs, to conducting research, disseminating findings, and supporting the translation of evidence into policy and practice. Their close engagement with communities enables them to bring local knowledge and lived experience into the research process, ensuring that research remains responsive to public health needs.

In South Africa, NGOs operate under the Non-Profit Organisations Act, 1997, which enables government to support and strengthen their capacity to serve the public interest. Through grant funding, government can support NGOs that conduct health systems research aligned with national health priorities and contribute to strengthening the health system.

Recognising the valuable role of NGOs in generating evidence and supporting health system improvements, the National Department of Health seeks to partner with an organisation that has demonstrated expertise in health systems research and a commitment to improving health outcomes for all South Africans.

3. Purpose of the Grant

The purpose of this grant is to support an NGO to conduct health systems research and knowledge translation, in support of evidence-based policy making and programme implementation.

3.1 Grant Objectives

The grant aims to:

a) Support high-quality and policy-relevant health systems research and generation of statistical publications.
b) Convert evidence into practical policy and management tools.
c) Improve capacity to generate, interpret and utilise evidence.
d) Strengthen partnerships among government, research institutions, civil society and communities.

4. Scope of Work

The successful NGO shall implement activities under four integrated workstreams:

4.1 Workstream 1: Health Systems Research

Activities include:

- Alignment with health sector priorities
- Applied health systems research;
- Health policy and implementation research;
- Programme and policy evaluations;
- Health economics and value-for-money studies;
- Equity analyses;
- Systematic Reviews;
- Evidence syntheses;
- Data governance and ethics compliance.

4.2 Workstream 2: Evidence Translation and Knowledge Management

Activities include:

- Development of policy briefs;
- Evidence summaries;
- Decision-support tools;
- Guidance documents;
- Dashboards and evidence products;
- Dissemination and uptake strategies;
- Knowledge management platforms and approaches;

- Co-creation of Publications between policy makers and researchers.

4.3 Workstream 3: Capacity Building and Technical Support

The planned capacity development activities will include online seminars (minimum 10), technical support to NDoH programmes (minimum 8), provinces (minimum 9) and districts (minimum 20). Mentorship programmes will allow capacitate emerging investigators or students (minimum 5) with critical research skills, expansion of professional networks and guide in the publication process.

Activities include:

- Capacity needs assessments;
- Training workshops;
- Mentorship programmes;
- Technical assistance;
- Communities of practice;
- Learning exchanges;
- Seminars.

4.4 Workstream 4: Stakeholder Engagement and Partnerships

Activities include:

- Stakeholder coordination;
- Policy dialogues;
- Research partnerships (Research Institutions and Academia);
- Community engagement;
- Knowledge-sharing forums.

5. Required Experience or Expertise Areas

Applicants must demonstrate verifiable expertise in at least three expertise areas with 5 years or more:

- National Health Insurance and UHC implementation;
- Primary Health Care strengthening;
- District health systems;
- Health workforce planning and performance;
- Health financing and purchasing mechanisms;
- Health information systems and digital health;
- Quality of care and patient safety;
- Health system resilience and emergency preparedness.

6. Deliverables and Expected Outputs

Deliverable	Timelines
Inception Report	Within 60 days of contract signature
Annual Workplan	1 annually over 3 years
Health Systems Research Studies	5–6 annually
Policy Briefs	15 over 3 years
Evidence Summaries	5–6 per year, or 15 over 3 years
Individuals Mentored	3 per year
Capacity Building Workshops (Including Policy Dialogues)	18 over 3 years
Peer-reviewed Publications (Including co-creation)	9 over 3 years
Quarterly Reports	12 over 3 years
Annual Reports	1 per year

7. Grant Duration

The grant shall be implemented over thirty-six (36) months from the effective date of the Grant Agreement.

Continuation beyond each financial year will be subject to:

- Availability of funds;
- Satisfactory deliverables;
- Compliance with reporting requirements; and
- Departmental approval.

8. Grant Governance, Reporting and Accountability

The successful NGO shall participate in:

- Quarterly Technical Review Meetings;
- Annual Performance Reviews;
- Monitoring and Evaluation;
- Knowledge Sharing Forums.

Quarterly and annual technical and financial reports shall be submitted in accordance with the Grant Agreement.

Financial Compliance will be performed in line audit and risk management.

The Department reserves the right to undertake audits, site visits, verification exercises and due diligence reviews.

9. Administrative Requirements

The following administrative requirements will be assessed to determine whether the call for proposals is compliant for further evaluation:

- NGO(s) must be registered on the National Treasury's Central Supplier Database (CSD), in accordance with National Treasury Instruction Note 4A of 2016/17.
- Compliance with Tax Compliance Status requirements — NGO(s) must submit a valid Tax Compliance Status PIN.
- Resolution authorising a particular person to sign the call for proposals with a letter to be provided on the letterhead of the organisation, where applicable, and signed by the Chairperson of the Board.

Due Diligence

The National Department of Health reserves the right to conduct due diligence assessments before finalising the award or during the contracting period, where necessary. Due diligence may include verification of:

- NGO information and submitted documentation;
- Previous experience and references;
- Qualifications and availability of proposed key personnel;
- Existence of any conflicts of interest;
- Capacity to deliver the required services;
- Site visit(s);
- Requirement to present to the Evaluation Committee.

The Department may request applicants to provide clarification, verification, or additional information in support of their submissions.

10. Mandatory Requirements

Applicants must comply with all mandatory requirements below. Failure to meet any mandatory requirement, or failure to submit the required evidence, will result in the application being disqualified and not proceeding to the functionality evaluation.

10.1 Legal Compliance

a) Proof of legal entity status of the NGO in South Africa.
b) Governing or constitutive documents.
c) Valid NPO registration.
d) Evidence of compliance with Department of Social Development requirements;
e) List of current Board members and key management personnel.
f) Organogram.

10.2 Financial Compliance

a) Latest audited annual financial statements not older than one year, or the latest available financial statements where the applicant is not required by law or its governing arrangements to have audited financial statements.
b) Approved financial management policy / procedures.
c) Approved SCM / procurement policy / procedures.

10.3 Proposed Grant Budget and Cost Breakdown

a) Applicants must submit a completed Proposed Grant Budget and Cost Breakdown Template provided with this Call for Proposals. The template is attached as **Annexure A** to this ToR.
b) The budget must provide a detailed breakdown of the proposed utilisation of the grant funding over the three-year grant period and must be aligned with the applicant's proposed activities, implementation plan, outputs and deliverables.
c) The completed template must indicate the proposed costs for each year of the grant period and provide the basis for the calculation of costs, including unit costs and number of units, where applicable.

Failure to submit the completed Proposed Grant Budget and Cost Breakdown Template will result in the application being regarded as non-compliant with the mandatory requirements and will not proceed to functionality evaluation.

10.4 Organisational Capacity, Human Resources and Governance

a) Approved HR policy / procedures.
b) Good/ Unqualified audit outcome
c) Governance structure
d) Key Management, Professional and Technical Personnel as follows:
    - The applicant must provide a proposed team covering all the required management, professional and technical roles necessary to implement the grant.

- For each proposed team member, the applicant must submit:
  - **Signed** CV;
  - **Certified** qualification certificate(s);
  - Proposed role/function;
  - Current employer/position;
  - Relevant professional experience; and
  - Evidence of experience where specified.

Required Personnel:

Category	Position/Function	Minimum Requirement
Professional Team	Project Manager	Postgraduate qualification in Public Health or a health-related qualification and at least 10 years' relevant professional experience in public health, health systems or research plus 10 years with project management or leadership experience.
	Financial Manager	Relevant financial qualification and at least 5 years' relevant financial management experience.
	Supply Chain Management (SCM)	Relevant qualification and at least 5 years' relevant SCM/procurement experience.
	Human Resources (HR)	Relevant qualification and at least 5 years' relevant HR experience.
	Communication	Relevant qualification and at least 5 years' relevant communication/advocacy experience.
	Monitoring and Evaluation (M&E)	Relevant qualification and at least 5 years' relevant monitoring and evaluation experience.
Technical Personnel	Five Researchers	Relevant qualification and at least 5 years' relevant research experience.
	Data Analyst / Biostatistician/Demographer	Relevant qualification and at least 5 years' relevant data analysis or biostatistics experience.
	NB: Other required disciplines will be assessed in the functionality evaluation stage.	

Postgraduate Health related qualification includes epidemiology, demography, health economics or social science.

Relevant experience means documented professional experience performing the specific role or function for which the individual is proposed.

For example:

- Project Management → project/programme planning, coordination and management;
- Finance → financial management, budgeting and financial reporting;

- SCM → procurement and supply chain management;
- HR → human resource management;
- Communication → communication, advocacy, health communication or research communication;
- M&E → monitoring, evaluation, indicator development, data collection and reporting;
- Researchers → conducting or managing research activities;
- Biostatistician → statistical/biostatistical analysis;
- Data Analyst → data analysis and interpretation;

Team Composition: A person may be proposed for more than one role only where the applicant demonstrates that the person meets the minimum qualification and experience requirements for each role and has sufficient capacity to perform the roles.

Pass: Every required function is covered, and the proposed person meets the stated minimum qualification and experience. **Fail:** Any required function is not covered, or the proposed person does not meet the minimum requirement.

11. Functionality Evaluation

The functionality evaluation assesses the Applicant's ability, experience and proposed approach to successfully deliver the requirements.

The evaluation will take place in two (2) phases as follows:

11.1 First Phase Evaluation

The Applicant must achieve a minimum functionality threshold of 60 points out of 80 points to proceed to the next phase.

This phase will be assessed as follows:

Criterion	Weight
Experience and track record in Health Systems Research	**20%**
Experience and track record in knowledge translation and knowledge management	**10%**
Experience and track record in capacity development	**10%**
Team Member Discipline	**5%**
Technical Approach, Research Methodology and Implementation Plan	**35%**
Total	**80%**

11.2 Second Phase Evaluation

This phase will assess applicants that met the threshold of 60 in the first phase through presentation. Each qualifying NGO will be required to present its proposed approach to implementing the Health Systems Research and Knowledge Translation in South Africa Grant.

The presentation must cover the following for assessment:

Criterion	Weight
Understanding of the Grant and its objectives	**4%**
Proposed Health Systems Research approach	**4%**
Knowledge Translation and Research Uptake approach	**4%**
Three-year Implementation Plan and expected outputs	**4%**
Responses to questions from the Selection Panel	**4%**
Total	**20%**

First Phase Evaluation Scoring Matrix

<table>
<tr><th>CRITERIA</th><th>DESCRIPTION</th><th>SUBSTANTIATION/DOCUMENTATION</th><th>WEIGHT</th></tr>
<tr><td>Experience and track record in Health System Research</td><td>The applicant must demonstrate organisational experience and technical expertise in health systems research.</td><td>
<u>SUB-CRITERIA 1: HEALTH SYSTEMS EXPERIENCE (10 POINTS)</u>

Requirement: Qualifying health systems research projects completed during the previous five (5) years.

Required Evidence:
• Organisational profile.
• List of qualifying projects indicating:
  ○ client/funder;
  ○ project duration;
  ○ scope of work; and
  ○ key outputs delivered
• A reference letter for each project claimed on the client's official letterhead, containing project description, contract period; confirmation of satisfactorily delivery of services and contact details.

NB: A <u>‘qualifying project’</u> means a project involving health systems research, policy analysis, evidence translation, programme evaluation or related health sector strengthening initiatives

NB: Only projects supported by the required reference letter will be counted.

<u>Scoring</u>

<table>
<tr><th>Relevant experience</th><th>Score</th></tr>
<tr><td>10 or more qualifying projects</td><td>5</td></tr>
<tr><td>7-9 qualifying projects</td><td>4</td></tr>
<tr><td>5-6 qualifying projects</td><td>3</td></tr>
<tr><td>3-4 qualifying projects</td><td>2</td></tr>
<tr><td>1-2 qualifying projects</td><td>1</td></tr>
<tr><td>No qualifying projects</td><td>0</td></tr>
</table>
</td><td>20</td></tr>
</table>

SUB-CRITERION 2: PUBLICATION RECORD (10 POINTS)

Requirement: Number of peer-reviewed research publications relevant to health systems, public health or related fields published during the previous five (5) years.

Required Evidence:

- Publication list
- Title
- Authors
- Journal or Publisher
- Year of publication
- DOI or accessible link where available.

Scoring

Publication Record	Score
10 or more qualifying publications	5
7-9 qualifying publications	4
5-6 qualifying publications	3
3-4 qualifying publications	2
1-2 qualifying publications	1
No qualifying publication	0

<table>
<tr>
<td>Experience and Track Record in Knowledge Translation and Knowledge Management</td>
<td>The applicant must demonstrate documented experience in translating, managing and promoting the use of research outputs.</td>
<td>
<u>SUB-CRITERION 1: KNOWLEDGE TRANSLATION (5 POINTS)</u>

Requirement: Policy briefs in health system strengthening produced during the previous five (5) years.

Required Evidence:
• List of policy briefs
• Title
• Date or year
• Copy or accessible link to each policy brief.

<u>Scoring</u>

<table>
<tr><th>Knowledge Translation</th><th>Score</th></tr>
<tr><td>5 or more policy briefs</td><td>5</td></tr>
<tr><td>4 policy briefs</td><td>4</td></tr>
<tr><td>3 policy briefs</td><td>3</td></tr>
<tr><td>2 policy briefs</td><td>2</td></tr>
<tr><td>1 policy brief</td><td>1</td></tr>
<tr><td>0 policy brief</td><td>0</td></tr>
</table>

<u>SUB-CRITERION 2: KNOWLEDGE MANAGEMENT (5 POINTS)</u>

Requirement: Online repositories or catalogued online access to research products.

Required Evidence:

• URL for each repository/website; and
• Evidence that the repository/website is accessible and contains the applicant's research products.

Scoring:

<table>
<tr><th>Online repositories</th><th>Score</th></tr>
<tr><td>5 or more operational online repositories</td><td>5</td></tr>
<tr><td>4 operational online repositories</td><td>4</td></tr>
<tr><td>3 operational online repositories</td><td>3</td></tr>
</table>
</td>
<td>10</td>
</tr>
</table>

<table>
<tr>
<td></td>
<td></td>
<td>
<table>
<tr><td>2 operational online repositories</td><td>2</td></tr>
<tr><td>1 operational online repository</td><td>1</td></tr>
<tr><td>No operational repository</td><td>0</td></tr>
</table>
</td>
<td></td>
</tr>
<tr>
<td>Experience and track record in Capacity Development</td>
<td>The applicant must demonstrate experience in training and mentorship of programme managers and decision-makers.</td>
<td>
<u>CAPACITY DEVELOPMENT (10 POINTS)</u>

Requirement: Training and/or mentorship activities conducted during the previous five (5) years.

Required evidence for each activity claimed:

• Training/mentorship programme or agenda;
• Attendance register;
• Date;
• Client or beneficiary; and
• Subject or topic

<u>Scoring:</u>

<table>
<tr><th>Capacity Development</th><th>Score</th></tr>
<tr><td>10 or more qualifying activities</td><td>5</td></tr>
<tr><td>7-9 qualifying activities</td><td>4</td></tr>
<tr><td>5–6 qualifying activities</td><td>3</td></tr>
<tr><td>3-4 qualifying activities</td><td>2</td></tr>
<tr><td>1-2 qualifying activities</td><td>1</td></tr>
<tr><td>No qualifying activity</td><td>0</td></tr>
</table>
</td>
<td>10</td>
</tr>
</table>

<table>
<tr>
<td>Team Member Discipline</td>
<td>In addition to the mandatory Researcher(s) and Data Analyst/Biostatistician, applicants may propose additional disciplines from the following:
Data Science
Epidemiologist
Registered Psychologist
Health Economics
Demographer</td>
<td><u>TEAM MEMBER DISCIPLINE (5 POINTS)</u>

For each additional discipline claimed, the applicant must submit:
Signed CV;
Relevant certified qualification certificate(s); and
Evidence demonstrating at least five (5) years' relevant experience.
The CV must indicate:
Relevant qualification;
Years of experience;
Relevant project experience; and
Proposed role in the grant.
<u>Scoring:</u>

<table><tr><th>Technical Discipline</th><th>Score</th></tr><tr><td>Data Science</td><td>1</td></tr><tr><td>Epidemiologist</td><td>1</td></tr><tr><td>Registered Psychologist</td><td>1</td></tr><tr><td>Health Economist</td><td>1</td></tr><tr><td>Demographer</td><td>1</td></tr></table>
Scoring rule: A discipline will only be awarded the applicable 1 point where the proposed individual meets the stated evidence, qualification and experience requirements.</td>
<td>5</td>
</tr>
<tr>
<td>Technical Approach, Research Methodology and Implementation Plan</td>
<td>The applicant must submit a technical proposal describing how the health systems research activities will be conducted.</td>
<td><u>TECHNICAL APPROACH, RESEARCH METHODOLOGY AND IMPLEMENTATION PLAN (35 POINTS)</u>

Requirement: The applicant must submit a technical proposal that addresses each of the following:

<table><tr><th>No.</th><th>Assessment Area</th><th>Sub-elements to be addressed</th><th>Evidence Required</th><th>Maximum Points</th></tr></table></td>
<td>35</td>
</tr>
</table>

	The proposal must address the specified research approach, methodology, implementation activities, outputs and timelines. The original document requires quantitative and qualitative research/evaluation approaches, methodology, timelines and outputs.	1	**Understanding of the Grant**	The proposal must address **a)** context **b)** purpose and objectives of the grant; **c)** key activities required under the grant; **d)** intended beneficiaries/stakeholders; and **e)** expected outputs/deliverables.	Technical proposal	**7**	
		2	**Research Methodology**	The proposed methodology must address **a)** research design; **b)** research questions; **c)** data collection methods; **d)** data analysis methods; and **e)** report writing, **f)** quality assurance.	Technical proposal	**7**	
		3	**Knowledge Translation and Research Uptake**	The approach must address **a)** identification of target users/stakeholders; **b)** methods for translating research findings into usable knowledge; **c)** knowledge products/outputs; **d)** stakeholder engagement; and **e)** mechanisms for promoting research uptake.	Technical proposal	**7**	
		4	**Three-Year Implementation Plan**	The implementation plan must include: **a)** key activities; **b)** deliverables/milestones; **c)** timelines covering the three-year grant period; **d)** responsible personnel; and **e)** sequencing/dependencies between key activities.	Implementation plan/workplan	**7**	

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<td>
<table>
<tr><td>5</td><td>Monitoring, Evaluation and Risk Management</td><td>The approach must address: a) key indicators; b) data sources; c) monitoring/reporting arrangements; d) identification of key implementation risks; and e) proposed risk mitigation measures.</td><td>Technical proposal</td><td>7</td></tr>
<tr><td></td><td>TOTAL</td><td></td><td></td><td>35</td></tr>
</table>
<u>Scoring</u>
<table>
<tr><th>Number of sub-elements addressed</th><th>Score</th></tr>
<tr><td>All specified sub-elements elements addressed</td><td>7</td></tr>
<tr><td>4 sub-elements addressed</td><td>6</td></tr>
<tr><td>3 sub-elements addressed</td><td>5</td></tr>
<tr><td>1–2 sub-elements addressed</td><td>4</td></tr>
<tr><td>No sub-elements addressed</td><td>0</td></tr>
</table>
</td>
<td></td>
</tr>
<tr>
<td>TOTAL WEIGHT</td>
<td></td>
<td></td>
<td>80</td>
</tr>
</table>

Second Phase Evaluation Scoring Matrix

<table>
<tr><th>CRITERIA</th><th>DESCRIPTION</th><th>SUBSTANTIATION/DOCUMENTATION</th><th>WEIGHT</th></tr>
<tr>
<td>Presentation</td>
<td>Only applicants that achieve the minimum threshold of 60 points out of 80 in Phase 1 will proceed to Phase 2.</td>
<td>
<u>PRESENTATION (20 POINTS)</u>

The 30 minutes presentation must address the following:
<table>
<tr><th>No.</th><th>Assessment Area</th><th>Sub-elements to be addressed</th><th>Maximum Points</th></tr>
<tr><td>1</td><td>Understanding of the Grant</td><td>The presentation must address: a) context b) objectives of the grant; c) key</td><td>4</td></tr>
</table>
</td>
<td>20</td>
</tr>
</table>

Each qualifying applicant will be required to make a presentation on its proposed approach to implementing the Health Systems Research and Knowledge Translation in South Africa Grant.

		requirements; **d)** intended beneficiaries/stakeholders; and **e)** expected outputs/deliverables.	
2	**Research and Knowledge Translation Approach**	The presentation must address: **a)** proposed research approach; **b)** data collection and analysis; **c)** knowledge translation; **d)** research uptake; and **e)** stakeholder engagement.	**4**
3	**Implementation of the Three-Year Grant**	The presentation must address: **a)** key activities; **b)** implementation timelines; **c)** deliverables/milestones; **d)** team responsibilities; and **e)** monitoring of implementation.	**4**
4	**Risk Management and Grant Management**	The presentation must address: **a)** key implementation risks; **b)** proposed mitigation measures; **c)** financial/grant management; **d)** governance and accountability; and **e)** reporting arrangements.	**4**
5	**Response to Questions**	The applicant must respond to questions relating to its proposed research methodology, implementation plan, team capacity, risk management and knowledge translation approach.	**4**
	TOTAL		**20**

Scoring

Number of sub-elements addressed	Score
All specified sub-elements elements addressed	4
4 sub-elements addressed	3
3 sub-elements addressed	2
1–2 sub-elements addressed	1
No sub-elements addressed	0

Response to Questions

For Assessment Area 5, the panel will assess the following specified areas addressed through the applicant's responses:

- Research methodology;
- Implementation plan;
- Team capacity;
- Risk management; and
- Knowledge translation/research uptake.

Scoring

Number of areas addressed in responses	Score
5 specified areas	4
4 specified areas	3
3 specified areas	2
1–2 specified areas	1
No specified areas	0

12. Special Conditions

12.1 Replacement of Key Personnel

Where a successful applicant proposes to replace any key personnel during the grant period, the replacement personnel must meet the minimum qualification and experience requirements specified in this Call for Proposals.
The proposed replacement must be submitted to the Department for prior approval.

12.2 Grant Agreement

The successful applicant will be required to enter into a Grant Agreement with the Department. The Grant Agreement will set out, among other matters:

- Approved workplan;
- Approved budget;
- Reporting requirements;
- Governance and accountability obligations;
- Payment and disbursement arrangements;
- Performance monitoring requirements; and
- Audit requirements.

12.3 Departmental Rights

The Department reserves the right to:

- Request clarification of information submitted during the evaluation process;
- Verify information provided by applicants;
- Conduct due diligence and site visits;
- Request additional information necessary for grant finalisation;
- Decline to approve an applicant for grant funding; and
- Cancel or amend the Call for Proposals before finalisation of the grant.

The Department is under no obligation to approve or provide grant funding to any applicant.

13. Proposal Submission Format

Applicants must submit their proposal in the following order:

13.1 Organisation Information

- Organisation profile;
- Legal and registration documents;

- Governance structure and organogram; and
- Contact details of the organisation.

13.2 Mandatory Requirements

All documents required under **Section 10: Mandatory Requirements** must be submitted in the order listed and clearly identified.

13.3 Technical Proposal

The technical proposal must address:

a) Experience and track record in Health Systems Research;
b) Experience and track record in Knowledge Translation, Knowledge Management and Research Uptake;
c) Experience and track record in Capacity Development;
d) Organisational and Grant Management Experience; and
e) Technical Approach, Research Methodology and Three-Year Implementation Plan.

The technical proposal must include **Annexure A** with a budget that details total cost of the expenses to be incurred for the total grant period.

13.4 Proposed Team

The applicant must provide:

- Organogram showing the proposed grant team;
- CVs and qualification certificates for all mandatory personnel; and
- CVs and qualification certificates for any additional technical personnel claimed for functionality scoring.

13.5 Supporting Evidence

Applicants must provide the supporting evidence required under the relevant evaluation criteria, including evidence of previous projects, references and relevant experience.

13.6 Presentation

Applicants that meet the Phase 1 functionality threshold will be invited to make a presentation in accordance with **Second Phase Evaluation – Presentation**.

Note: Applicants must ensure that all information and supporting documentation required in this Call for Proposals is submitted in the prescribed format. The Department will evaluate proposals based on the information and evidence submitted by the applicant.

13.7 Submission of Proposal

The applicant must submit **one signed hard copy** of the complete proposal, which will constitute the legally binding submission, together with **one electronic copy** of the complete proposal on a USB drive.

The electronic copy must be identical to the signed hard copy submitted.

13.8 Closing Date and Time

Proposals must be submitted as follows:

Date:	15 October 2026
Time:	11h00 am
Address:	National Department of Health Dr AB Xuma Building 1112 Voortrekker Rd Pretoria Townlands 351-JR Pretoria 0187

NB: Late submissions will not be accepted.

14. Enquiries

All enquiries relating to this Call for Proposals must be submitted in writing to:

Email: tenders@health.gov.za

Enquiries must be submitted no later than five (5) business days before the closing date.

Annexure A: Detailed Budget of the technical proposal

The budget for each project to include overview costs on planning and protocol development, data collection tools development and testing, data collection, data analysis, report writing and results dissemination. The overall cost for other activities must also be included. The summary of the budget is provided below:

BUDGET SUMMARY			
	Year 1	**Year 2**	**Year 3**
Health System Research Projects			
Health System Research Project 1			
Health System Research Project 2			
Health System Research Project 3			
Health System Research Project 4			
Health System Research Project 5			
Health System Research Project 6			
Capacity Building and Technical Support			
Evidence Translation and Knowledge Translation			
Stakeholder Engagement and Partnerships			
Total annual cost excluding overhead (i.e. 10%)			
Overheads (i.e. 10%)	R	R	R
Total annual cost including overhead (i.e. 10%)	**R**	**R**	**R**