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Increasing Giving, Philanthropy, Corporate Social Investment & Volunteering in Southern Africa

Call for Proposals

Entrepreneurship training program - Tshwane

Advertisement date: 7th September 2021
Submission deadline: 19th September 2021
RFQ NO: 2022/016

Charities Aid Foundation Southern Africa (CAFSA) is an independent non-profit organisation (NPC Number: 014-831) (PBO: 930002036) that promotes and facilitates effective giving, volunteering and social investment.

CAF Southern Africa has been represented in South Africa since 1997, and in 2000 became a registered Section 21 not-for-profit and public benefit organisation. While being a wholly South African organisation we are also a member of the international Global Alliance of the Charities Aid Foundation, headquartered in the United Kingdom (CAF UK). CAF Southern Africa is independent of CAF UK, though we have access to CAF's skilled professionals, intellectual capital and value model. CAF UK and the other organisations within CAF International are valued and significant contributors to the operations of CAF Southern Africa.

Vision: "To make giving and social investment a part of everyday life."

CAFSA has been commissioned to develop, schedule and manage youth development programming on behalf of the Public Affairs Section of the U.S. Embassy Pretoria at their American Space – the American Corner Pretoria.

The overarching aim of the initiative is to support the young patrons of the American Corner to develop critical skills and to gain access to new information, networks and support which can enhance youth employability and support young people's pursuit of self-sustaining lives.

Board of Directors

Jo-Ann Pohl (Chairperson), Gill Bates, Danni Dixon, Joanne Donald,
Luyanda Matlala, Kgomotso Mokoena, Line Wiid, Ziaad Suleman

Non-Profit Company (NPC) Registered NPO: 014-831

Registered PBO with 18A status 930002036

B-BBEE Status: Exempted Micro-Enterprise; Level 4 Contributor; CSO Beneficiary Analysis: 91%, 100% SED Recognition

CAF Southern Africa subscribes to [The Independent Code of Governance for Non-Profits in South Africa](#)



The American Corner Pretoria (ACP), created in partnership with the City of Tshwane, is situated in the heart of Pretoria. The young visitors to the American Corner tend to be between 18-28 years. A majority have completed matric, others are university students and still others are unemployed and not currently studying or in training. The American Corner comprises two lecture/training rooms which range in capacity from accommodating 20 –60 individuals. The space also boasts a Makers Space. ACP provides high-speed Internet access and state of the art equipment (e.g. access to computers and tablets for a limited number of young people), together with print and digital resources. In addition to the physical space, they also run online courses, lectures and opportunities.

Entrepreneurship is a one of the main focus points of ACP. ACP has hosted an entrepreneurship training for pre-seed to early stage start-ups, for the past four consecutive years. PAS and ACP are dedicated to contributing to a thriving ecosystem of entrepreneurship in Tshwane.

CAF Southern Africa is pleased to invite organisations, including youth-led organisations, to respond to this call for proposals to host an entrepreneurship training program at ACP. Below you will find more details on the vision of this program.

Objectives

- Develop and empower entrepreneurs by equipping them with the skills, business knowledge, sector information and a mind-set to begin successful small businesses.
- Offer skills and competence for doing business in times of pandemic.
- Assist in building a culture of entrepreneurship among course participants.
- Develop a community of entrepreneurs among the course participants.

Outcomes

- 40 high growth potential entrepreneurs enrolled into the program at ACP.
- Establishment of at least 25 entrepreneurial ventures in local communities by program participants which display high growth potential.
- Participants exposed to entrepreneurship networks, have access to markets and mentorship opportunities.
- Participants are empowered with best practice tools and knowledge to grow their businesses.
- Participants demonstrate valuable insights into leadership in the entrepreneurial context.

Additional program criteria

- 6 -10 week course. This could be in person or preferably, blended (both in-person and online)
- Programs must be based at ACP.
- The program should culminate in some sort of presentation of the businesses that have grown throughout the course.
- Target:

- 30 -40 young Tshwane based entrepreneurs
- in early stages of business development, preferably who have not had a chance to participate in other accelerator programs.
- at least 50% of participants should be womxn

Proposal guidelines

Organisations that provide accredited (South African or international) training as well as non-accredited training are invited to submit proposals. CAF Southern Africa will review proposals from non-profit organisations (NPOs) as well as social enterprises. All proposals should include the following:

1. Description of organisation
2. Organisation's track record
3. Description of proposed training/training methodology (consider how the program could connect to the U.S. or content from the U.S. – All programs at the corner must have a U.S. component.)
4. SMART objectives for proposed training
5. Selection/participation criteria
6. Training hours, and preferred training schedule
7. Partner organisations/companies (if any)
8. Potential risks/uncertainties
9. Budget
10. Monitoring and evaluation recommendations
11. Contact information

The Following documentation must be submitted in addition to the proposal:

1. Name of Company
2. Company registration documents
3. Full name and surname of representative of the Company
4. ID Number of representative
5. Postal and Street addresses
6. Valid Tax Clearance Certificate
7. B-BBEE Status level certificate
8. Two references where the bidder has delivered similar services demonstrating skills and expertise to undertake the contract, by stating the following:
 - Name of the client
 - Position
 - Contact telephone numbers
 - Date and work performed
 - Rand value of the work completed

Please note that only proposals addressing all of the above requirements will be considered. Proposals are due no later than **19th September 2021** and should be submitted to procurement@cafsonthernafrica.org

Only organisations who are fully registered with CIPC, are in possession of NPO certificates (where applicable) and up to date tax clearance certificates need apply.

Disclaimer

- CAFSA reserves the right to accept or reject any variation, deviation or alternate offer and reject any quotations at any time before the signing of the contract
- CAFSA reserves the right not to appoint a provider(s) should it be deemed necessary, to accept and/or award the whole or any portion of the quotation and is not obliged to provide reasons for the rejection of the quote.
- CAFSA will not incur any liability to a tenderer for such cancellation and rejection.