



## Request for Service Providers for: Skills Development Bootcamp for NGOs

### Overview

The National Association of Social Change Entities in Education (NASCEE) is a member-led association that creates and supports opportunities for networking, capacity building and collaboration between non-government organisations in the education sector, to maximise their collective contribution toward the national development goals related to education.

NASCEE has 179 members made up of non-government organisations (NGOs), social enterprises, and funders who are dedicated to making quality education accessible to all South Africans. Within our current and potential membership, we have organisations that focus on niche areas along the entire education value chain. As multiple stakeholders working together, NASCEE promotes equitable quality education for all South Africans.

### Opportunity

NASCEE is seeking training service providers to design and implement a range of short skills programmes which will form part of a **bootcamp series**. The series aims to equip the NASCEE member organizations which fall into the lower membership band (usually a startup or a small organisation), with basic skills and knowledge which enhance organisational functionality. Each online skills programme will target a minimum of 25 beneficiaries who will be selected from our member organisations and will be rolled out between Sept and November 2024 and January and February 2025.

The programme will include the following Short Skills Programmes:

1. Finance and governance
2. Monitoring and evaluation
3. Fundraising
4. Leadership

It is anticipated that each Short Skills Programme will require a maximum of 2 days delivered in 4x ½ day sessions over a period of 4 to 6 weeks.

### Objective:

The objective of the bootcamp series is to enhance the organizational capacity of NASCEE member organizations by providing them with practical skills and knowledge in key areas of organizational



development. The boot camp should empower participants with the basic skills to effectively manage and build their organizations.

### Scope of Work:

Design and implement an on-line (virtual) **Short Skills Programmes** for NASCEE members for one or multiple **skills topics** as outlined above. Each short course should cover the **basic skills** required for each topic and include practical and implementable tools and templates.

NASCEE member organisations will be invited to participate in the skills building programme, and requested to identify the best suited staff members to register based on their role in the organisation or the work that they are responsible for executing.

Interested parties are required to submit a proposal outlining the Short Skills Programme they will deliver, including clearly defined outcomes, timeframes for delivery, the skills, and experience of their team (including highest qualifications) as well as an organisational track record in offering training with references. Submission of your B-BBEE certificate or affidavit will be an added advantage. All submissions will be reviewed by the NASCEE Governance and Finance Committee in accordance with the following criteria:

Criteria	Weight	Comments
Capacity	10	Demonstrate human resource capacity to implement the programme
Level of transformation	10	Based on the people involved in the programme (race, gender) and/or B-BBEE credentials – full points if team includes previously disadvantaged individuals
Type of entity or nature of bidder	10	Non-profit, for-profit, consultant – preference for non-profit entities with NASCEE membership
Previous experience	30	Relevant experience based on past work, track record in the field. Must have a track record of 3 or more years
References	10	At least two (2) reference letters or contactable references provided
Proposal and methodology	30	Comprehensive proposal and implementation plan with a clear, logical, and realistic approach
<b>Total</b>	<b>100</b>	



**Timeline:**

The boot camp series will commence in October and run for a duration of four to six months, with sessions held weekly or twice weekly in the period as proposed below and dates mutually agreed upon with NASCEE.

	Skills Programme	Proposed period	
1	Finance and governance	October	4x ½ day
2	Monitoring and evaluation	November	4x ½ day
3	Fundraising	January	4x ½ day
4	Leadership	February	4x ½ day

**Proposal Submission:**

Interested service providers are invited to submit their proposals by 25 September 2024.

Proposals should include:

1. Company profile and relevant experience in delivering similar capacity-building programmes.
2. Curriculum outline and methodology for the module(s) provided.
3. Proposed timeline and schedule of sessions.
4. Budget breakdown, including all costs associated with designing and delivering the programme.
5. Any additional information or resources that demonstrate the service provider's qualifications and capabilities.

**Contact Information:**

For inquiries or further information, please contact Patience Voller at [patience@nascee.org.za](mailto:patience@nascee.org.za)

We look forward to receiving your proposals and partnering with a skilled service provider to deliver this important capacity-building initiative for NASCEE member organizations.

Sincerely,

Patience Voller  
Senior Project Manager

NASCEE

