



NATIONAL LOTTERIES COMMISSION

APPOINTMENT OF A PANEL OF NOT-FOR-PROFIT ORGANISATIONS TO SERVE AS STRATEGIC IMPLEMENTING PARTNERS TO THE NATIONAL LOTTERIES COMMISSION FOR THE RESEARCH-BASED EMERGENCY FUNDING RESPONSE FOR A PERIOD OF 36 MONTHS

CLOSING DATE: 14 MARCH 2024

**SUBMIT DOCUMENTS TO:
strategicpartners@nlcsa.org.za**

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SECTION 1: BACKGROUND, OVERVIEW AND SCOPE OF REQUIREMENTS

1. INTRODUCTION

The National Lotteries Commission (NLC) was established in terms of the Lotteries Act No. 57 of 1997, as amended (Lotteries Act) to regulate the National Lottery as well as other lotteries and societies.

The NLC is mandated to ensure that funds raised through the National Lottery are distributed equitably and expeditiously across South Africa to advance social upliftment of communities with the aim of addressing poverty and reducing inequalities in line with the National Development Plan.

The Commission is required to apply principles of openness and transparency in the exercise of its functions assigned to it in terms of the Lotteries Act No 57 of 1997.

2. BACKGROUND

NLC's RESEARCH-BASED MODEL

The NLC's Funding Model principles are informed by Section 2A paragraph 3 and 4 of the Lotteries Act (as amended) in dealing with the functions of the Commission.

Paragraph 3 which is broadly referred to as Research-based funding, states that: *"The Commission may, upon request by the Minister, Board or its own initiative in consultation with the Board, conduct research on worthy good causes that may be funded without lodging application prescribed by the act."*

The research-based funding model provides an opportunity for the NLC to strategically identify and fund worthy good causes through conducting research on socio-economic issues that are aligned to a broader developmental agenda of the country.

The model is further segmented into planned and emergency (unplanned) interventions.

Planned interventions constitute predetermined strategic priority areas of funding identified through research undertaken by the Commission and approved by the Board.

The Unplanned intervention may comprise of emergency, crisis, natural and other disasters. These are events that have an adverse effect on the wellbeing of society and require urgent intervention.

This invitation is limited to the prescripts of Paragraph 3, i.e. Research-based funding, in this case limited to responses to emergencies, crises and disasters (unplanned).

In considering the above, the NLC acknowledges the PFMA S(51)(1)(a) which requires that “An accounting authority for a public entity must ensure that public entity has and maintains effective, efficient, and transparent systems of financial and risk management and internal control”.

The NLC seeks to appoint a panel of Not-for-Profit Entities as strategic partners to implement unplanned (or emergency) research-based interventions of worthy good causes, as per Regulation 2(A) of the Lotteries Act, as amended.

3. OBJECTIVE

The objective of this document is to assist the NLC in the appointment of suitably qualified and capable not for profit entities to serve on the NLC’s panel of strategic implementing partners for emergency / unplanned research-based interventions for a period of 36 months from the date of signing of the Memorandum of Understanding (MOU).

4. SCOPE OF WORK

4.1. EXPRESSION OF INTEREST (EOI)

Strategic implementing partners will be entrusted with NLC funds for providing emergency humanitarian intervention in areas affected by crisis, natural and other disasters such as those caused by extreme weather conditions, health emergencies such as pandemics, and fire disasters to name a few.

As a strategic implementing partner, you will be called upon to submit an EOI when the NLC recognises the need to respond emergencies / crises / other disasters. The NLC will issue an EOI after conducting a needs analysis (rapid assessment) of the identified emergency / crisis / disaster.

4.2. DELIVERABLES

- 4.2.1. Development of the project implementation plan based on the needs analysis (rapid assessment) as identified by the NLC.
- 4.2.2. Submit the plan/proposal.
- 4.2.3. Submit the NLC grant application forms.
- 4.2.4. If selected, signing of a Grant Agreement.
- 4.2.5. Implement the project in terms of the plan and the approved budget.
- 4.2.6. Participate in the marketing and communication activities of the NLC in relation to the project.
- 4.2.7. Submission of interim and final reports to the NLC.

- I. All EOI submissions will be adjudicated by the NLC using the criteria outlined in the technical evaluation section of this document and the successful respondents will be appointed to the panel of the NLC Strategic Partners.
- II. Geographical coverage: Preferably a footprint in all provinces within the Republic.

Duration of the Appointment

- The expected duration of the appointment is 36 months from the date of signing of the MOU.

Mandatory Compliance

All respondents must submit mandatory documents that comply with all mandatory requirements. Applications that do not fully comply with the mandatory requirements will be disqualified and will not be considered for further evaluation. The Administrative Compliance Evaluation will include the following:

Evaluation Criteria	Supporting Document
1. Applicants must be registered as non-profit entities	Proof of registration as a non-profit entity.
2. Applicants must have been in operation for the past five financial years from the date of this document.	Two sets of audited or independently reviewed financial statements that are for the two most recent and consecutive financial years.
3. Applicants must have a track record in the work of Humanitarian Interventions.	Listing of projects completed in the past 5 years as outlined in Annexure A.
4. Proof of SARS Tax Compliance	SARS Tax Clearance Certificate or Pin
Only Applicants who are found compliant on this stage will proceed to the next stage.	

Table 1: Mandatory Compliance

Failure to comply with the above mandatory requirements will render your submission non-responsive and unacceptable.

Please complete the Table below outlining the name of key personnel/director/manager listed below and attach the required documents to fulfil this requirement. Refer to Annexure A to add the detailed information for company experience.

Qualifications Details and Experience of project manager / director			
Name and Surname	Qualification	Proof Attached (Yes or No)	Number of years' experience in the field

Table 2: Qualifications Details and Experience of project manager / director

Evaluation

The evaluation for the technical threshold will include the following:

EVALUATION CRITERIA	Scoring Matrix	% Weight
1. Experience of the Non-Profit Entity		
1.1. Written Reference Letters		30%
<p>Provide written reference letters for humanitarian intervention in areas affected by emergencies, crisis / natural and other disasters such as those caused by extreme weather conditions, health emergencies such as pandemics, and fire disasters within the past 5 years from the closing date of the invitation.</p> <p><i>References should be presented in a form of a written letter on an official letterhead from clients where similar services have been provided.</i></p> <p><i>The date on the letter must not be older than 5 years.</i></p> <p><i>Letters from one client will be regarded as one reference, despite it being for different appointments for the same services.</i></p> <p><i>Engagement or appointment letters from clients/grantors will not be accepted.</i></p> <p><i>Letters must be signed and include the company/grantor name, contact name and designation of the official, address, phone number, and a brief description of the services that were provided.</i></p>	<ul style="list-style-type: none"> No reference letters = 0 Points One reference letter = 1 Point Two reference letters = 2 Points Three reference letters = 3 Points Four Reference letters = 4 Points Five reference letters = 5 Points 	
1.2. Experience & Capability		40%
<p>Number of completed projects in the last five (5) years of similar nature.</p> <p>Evidence:</p> <ul style="list-style-type: none"> Reference letter including name of project Value (in rand) Nature Duration 	<ul style="list-style-type: none"> No project Completed = 0 points 1 Project Completed = 1 Point 2 Projects Completed = 2 Points 3Projects Completed = 3 	

EVALUATION CRITERIA	Scoring Matrix	% Weight
<ul style="list-style-type: none"> Reference and contact details. <p>Use Annexure A to complete.</p>	<p>Points</p> <ul style="list-style-type: none"> 4 Projects Completed = 4 Points 5 or more Projects Completed = 5 Points 	
2. Capability of Key Personnel		
2.1. Qualifications and experience of project manager		30%
<p>Evidence:</p> <ul style="list-style-type: none"> Name of Person Number of years of experience in humanitarian intervention in areas affected by natural and other disasters such as those caused by extreme weather conditions, health emergencies such as pandemics, and fire disasters. Abridged (one page) CV indicating track report and experience of key personnel. Certified copies of qualifications (not older than 3 months from the closing date of this submission). 	<ul style="list-style-type: none"> No Information = 0 Points The Principal Manager has an NQF Level 7 with less than 3 years' experience. = 1 Point The Principal Manager has an NQF Level 7 with 3 to 5 years' experience. = 2 Points The Principal Manager has an NQF Level 7 with 5 to 7 years' experience. = 3 Points The Principal Manager has an NQF Level 7 with 7 to 9 years' experience. = 4 Points The Principal Manager has an NQF Level 7 with more than 9 years' experience. = 5 Points 	
Total:		

Total Weighting:

100

Minimum qualifying score
required:

70

ANNEXURE A: ORGANISATION EXPERIENCE (to be completed by the applicant)

Project	Name of project & description	Project Value	Duration of the project	Project start date	Project end date	Reference Name	Reference Contact Details
1							
2							
3							
4							
5							
6							

