

## ***Request for Proposals***

THETA has been established in terms of the Skills Development Act 97 of 1998. The purpose of THETA is, among others, the development and implementation of a sector skills plan within the framework of the national skills development strategy; to promote and register Learnerships, the quality assurance of training providers and programmes, to manage levy income and disbursements to ensure the development of skills and economic growth within the sector.

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### ***Governance Review of the THETA Board***

In terms of its Constitution, the THETA Board consists of members representing organised labour, business, government departments, professional bodies, sector experts and the Chief Executive Officer. THETA is recognised as a Public Entity in terms of the Public Finance Management Act, and the Board acts as the Accounting Authority in terms of said legislation.

THETA hereby invites suitably qualified companies to submit proposals for a Governance Review of the THETA Board for:

- Capacity building of the Board and its Committees,
- Revision of the Board Charter and drafting of the Committees charters
- Ensuring that the Board and its Committees' functions comply with the King Report and PFMA
- Recommending the ideal Committee structures in line with the THETA mandate
- Improving communications between the Board, its Committees and management
- Evaluating their compliance to the King Report, the provisions of the Public Finance Management Act and relevant legislation to identify the skills and competencies required to add value to the strategic direction of the organisation.

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### ***Collection and Distribution of Levies***

In terms of the Skills Development Levies Act, 9 of 1999 the levies collected by the Receiver of Revenue must be distributed to the respective SETAs. THETA has set an objective to improve its portion of the collection and distribution of levies, without impeding on the Receiver's mandate.

THETA hereby invites suitably qualified companies to submit proposals on how to achieve this objective. Interested parties are required to provide and implement a strategy in:

- Encouraging levy payment in the industry
- Encouraging and soliciting levy payers' buy-in to the Skills Development Strategy
- The proposed implementation approach, methodology and costing model.

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Proposals must be submitted in sealed envelopes at THETA's offices, situated at 38 Homestead Road, Rivonia. In the case of proposals for the Collection and Distribution of Levies, preference will be given to companies with a BEE component.

**The closing date and time for the submission of completed tender documents is Friday, 4 July 2003 at 12:00. Any documents received after the closing date and time will not be considered under any circumstances.**

**Please direct enquiries to Theresa Mngadi at (011) 803-6010 or e-mail: [Shereez@theta.org.za](mailto:Shereez@theta.org.za)**