**Submitted Questions and Responses Provided since Tender was announced.**

Q1. The training programmes are developed by the British Council.  The providers do not need to develop materials for the training.  The providers are just supplying trainers to facilitate the programmes.

A1. At this stage that’s how we would work. The material is developed by British Council. If as a facilitator you might be invited to be involved in the adapting of the material which will be additional work to the facilitation, otherwise we are looking for people who will familiarise with BC material and deliver it.

Q2. A date by when the training programme needs to begin – just to factor in for the rest of this year for planning purposes.

A2. Looking at the month of September, we don’t have specific dates as yet.

Q3. The cost of the training per teacher – or is this training ‘free’ (i.e. covered by the British Council) for the people who apply?

A3. It is the training fee and that will be covered by BC, we would like to know how much you will charge us. Be it per teacher or workshop.

Q4. Costing schedule – Section 7 – must the provider include the costs of photocopying of the materials and the delivery of the materials to the training venue?

A4. No only facilitation fees. BC will cover all material costs.

Q5. Costing schedule – Section 7 – the costing must be done in £GBP (currency).  I am assuming that this would be based on today’s exchange rates?  What happens if the exchange rate improves/declines with Rand to GBP?  Does the supplier need to factor this in?  Or will the British Council?

A5. We work with a fixed rate for the year. The quoted fees in pounds will be converted back to Rands as that’s the transactional currency we have to use in SA. So yes give us the figures in Pounds for now at signing of the contract a fixed rand amount will be agreed.

Q6. Can I include references of work done previously by my company?

A6. These will not be considered because assessment will be made based on the information requested in Annex 1. If necessary they will be requested for verification process.

Q7. Can I include the CV’s of the trainers I am putting forward?

A7. Yes please submit them; assessment will be made based on the information requested in Annex 1. If you make it past stage 1 then you will go to stage two where specific facilitators listed in your submission completes a specific questionnaire as well.