



REQUEST FOR QUOTATIONS (RFQ)

REFERENCE NUMBER: SADC/REIS/TRAINING/01/2014

REQUEST FOR QUOTATIONS TITLE:
PROVISION OF TRAINING ON LEAD AND TECHNICAL ASSESSING
TECHNIQUES BASED ON ISO/IEC 17025:2005

CONTRACT NUMBER: SADC/REIS/TRAINING/01/2014

PROCURING ENTITY: SADC SECRETARIAT

SADC RESPONSES TO REQUESTS FOR CLARIFICATION

DATE OF ISSUE OF RESPONSES: 09 July 2014

Question 1

A copy of the SADC Terms and Conditions of Standard Purchase Offer. Bullet 7 page 2 of the RFQ:

Response 1:

Please find attached as **Attachment 1: SADC Standard Terms and Conditions of Purchase Order.**

Question 2:

Please confirm whether the attendees will have had any ISO17025 experience, either in a lab or as an assessor:

Response 2:

All trainees are from a mixture of testing and calibration laboratories in a range of sectors that are developing or implementing an IEC/ISO 17025 LMS. None are qualified assessors although some are quality managers, technical signatories or internal auditors in their institutions.

Question 3:

Please confirm when a list of the attendees with this background can be made available.

Response 3:

A list of selected trainees will be provided once the service provider has been selected and the procurement process completed.

Question 4:

Please confirm whether any facility in Gaborone would be willing to allow us to simulate an accreditation assessment, using the trainees. This would have a significant impact on the number of days the training would take. Simulated assessments are envisaged to be in the coaching phase of the assessors' training.

Response 4:

A sound theoretical foundation of the standard, as assessed by the examination, is required at this stage. This result will be used to assess inclusion of a candidate in the coaching and mentoring phase of the programme.

End of Responses

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