

## EXPRESSION OF INTEREST (EOI) TO INSETA ACCREDITED SKILLS DEVELOPMENT PROVIDERS (SDP's)



**inseta**  
INSURANCE SECTOR EDUCATION  
AND TRAINING AUTHORITY

EMPOWERED TO **INFLUENCE** AND **INSPIRE!**

INSETA hereby notifies all INSETA accredited SDPs to submit quotations for a 32 credit 10-day Short Skills Programme of 20 TVET College Lecturers (based in the Free State Province) on Introduction to Insurance which includes an Insurance Capacitation Day by Industry Experts. The window to submit EOI's will be open from 16th of October 2023 to the 27th of October 2023. **No late submissions will be considered after 27th October 2023 at 16H00.**

### Please Note:

1. Only INSETA Accredited and Registered SDPs with the capacity to provide registered Facilitators, Assessor's and Moderators will be considered.
2. SDP must recruit 20 Lecturers from Free State TVET Colleges to participate in the Programme.
3. The SDP must confirm three Industry Experts to Present in the Insurance Capacitation Day.
4. The SDP is required to Book a Training Venue that will accommodate and cater for the Beneficiaries. **(Venue must be in Kroonstad)**
5. No other SDP applications for services will be considered for funding outside this process.
6. This learning programme will comprise of the following unit standards from the Further Education and Training Certificate: Short Term Insurance, NQF Level 4, and SAQA ID 49929. The full credit value of this programme is 32 credits

### Compliance and Risk Program Code – CR49929

114970	Manage risk in own life	3
117158	Investigate ways of managing financial risk in own live	5
117156	Interpret Basic Financial Statements	4
120128	Apply law of contract to Insurance	3
120124	Demonstrate knowledge of Insurable Risk	3
<b>TOTAL CREDITS</b>		<b>18</b>

### The Sales Process Program Code – WSP49929

117129	Apply regulations for disclosure that are required as part of the financial sales process	2
114985	Indicate how different needs lead to the development of different Financial Services products	4
119676	Apply the skills of customer care in a specific work environment	4
117133	Manage own work performance in relation to an organization's performance management system	2
117171	Manage time effectively to enhance productivity and enable a balanced lifestyle	2
<b>TOTAL CREDITS</b>		<b>14</b>

Complete the attached EOI form and submit to INSETA

(Only an authorised person must sign off before the form is submitted).

Enquiries and/or submission of required documents must be directed to INSETA and addressed to **Mr Martin Kolele** at email address **Martink@inseta.org.za** (011) 381-8900

## SUMMARY OF APPLICATION

<b>Definition</b>	10 – day Accredited Short Skills Programme of 20 TVET College Lecturers (Free State Province) including an Insurance Capacitation Day by Industry Experts.
<b>Funding Window open</b>	16th October 2023 – 27th October 2023
<b>Contract period</b>	6 months
<b>Eligibility Criteria for Beneficiary</b>	<ul style="list-style-type: none"> <li>▪ Currently Employed Public TVET College Lecturers Lecturing in Free State Public TVET Colleges</li> <li>▪ Lecturers should be Lecturing Courses in Business Studies</li> </ul>
<b>Programme Duration</b>	<b>11 days</b> (10 days Training Programme including Formative-Summative Assessment and a 1 Day Insurance Capacitation Day)
<b>Contract Amount</b>	Per appointed SDP Provider
<b>Contract Scope/ Funding Covers</b>	<ul style="list-style-type: none"> <li>a. 10-day Facilitation of TVET College Lecturers in Introduction to Insurance Short Skills Programme (<b>Free State TVET College Lecturers Lecturing Business Studies</b>)</li> <li>b. 1-day Insurance Capacitation Day by Industry Experts</li> <li>c. Catering for Beneficiaries</li> <li>d. Printing of Training Material</li> <li>e. Assessment and Moderation</li> <li>f. Venue Hire</li> <li>g. Certification of Beneficiaries</li> </ul>
<b>Administration Submission with EOI Form:</b>	<ul style="list-style-type: none"> <li>▪ Valid Accreditation for Short Term Insurance, NQF Level 4 (SAQA ID 49929)</li> <li>▪ Three Commitment Letters from Insurance Industry Experts to present at the Insurance Capacitation Day with Profiles of each Speaker</li> <li>▪ Tax Certificate</li> <li>▪ Proof of Bank Account Letter</li> <li>▪ CSD Registration</li> <li>▪ Company Registration</li> <li>▪ BBBE Affidavit or Certificate</li> <li>▪ Budget Breakdown</li> </ul>
<b>Accreditation</b>	Short Term Insurance, NQF Level 4 (SAQA ID 49929) valid accreditation
<b>In Scope</b>	<ul style="list-style-type: none"> <li>▪ Facilitation, Assessment, Moderation and Certification of 20 Beneficiary Files</li> <li>▪ Facilitation of Insurance Capacitation Day with Presentations from three Industry Experts</li> </ul>
<b>Enquiries or Submission to</b>	Martink@inseta.org.za or call Martin Kolele (011) 381-8918

