

SPPRA CIRCULAR NO.: 1/2017

ISSUE DATE: 14TH July 2017

ADDRESSED TO: TENDERERS, SUPPLIERS, PROCURING ENTITIES, AND
ENTITY TENDER BOARDS

SUBJECT: TRAINING SERVICES FEES ON PUBLIC PROCUREMENT
AND MATTERS INCIDENTAL THERETO

EFFECTIVE DATE: 1ST JULY 2017

STATUTORY REFERENCE: SECTIONS 66 AS READ WITH SECTION 20 (c) OF THE
PUBLIC PROCUREMENT ACT NO.7 OF 2011

1. This SPPRA Circular has been issued in terms of Sections 20 (c) as read with Section 66 of the Public Procurement Act No.7 of 2011. The Act provides for the payment of fees for services rendered by the Agency.
2. These fees will cover the costs associated with coordinating trainings of mainly, Procuring Entities, Suppliers, Entity Procuring Units personnel, Entity Tender Boards as envisaged by section 35 and section 27 (3) respectively.

3. To this end, the Agency shall charge a minimal fee to cover disbursements and costs associated with any training exercise as requested by our stakeholders.
4. When submitting requests for training, the requesting party shall pay fees to the Agency in accordance with paragraph 5 herein below and submit, to the Agency, a copy of the proof of payment with a written request.
5. The schedule of fees is as follows:
 - (a) E1, 500 per session/day for a maximum group of 5.
 - (b) E2, 500 per session/day for a group of 6 and not exceeding 10.
 - (c) E4,500 per session/day for a group of 11 and not exceeding 15
 - (d) E6, 000 per session for a group 16 and not exceeding 30.
6. The fees will be reviewed annually to take into account economic changes.
7. The above mentioned fee is payable to the undermentioned bank account:

Proof of payment should be forwarded to the Agency three (3) working days prior to the training to civilane@sppra.co.sz or info@sppra.co.sz

BANK NAME: NEDBANK SWAZILAND
BRANCH: MBABANE
BRANCH CODE: 360164
BANK ACC NO: 020000596370

8. This circular shall be deemed to have come into force and effect on the 1st JULY 2017

M. S. MNGOMEZULU

ACTING CHIEF EXECUTIVE OFFICER

SWAZILAND PUBLIC PROCUREMENT REGULATORY AGENCY