

TERMS OF REFERENCE FOR THE APPOINTMENT OF ACCREDITED TRAINING PROVIDERS TO PROVIDE TRAINING FOR THE NEW VENTURE CREATION PROJECT FOR A PERIOD OF SEVEN (7) MONTHS

1 INTRODUCTION

The Mining Qualifications Authority MQA wishes to appoint the services of three Accredited Training Providers (accredited with the Services SETA) to provide training for the MQA New Venture Creation Project as a Skills Program at level 4 for a period of Seven (7) months.

2 BACKGROUND

The MQA is a Sector Education and Training Authority (SETA) for the Mining and Mineral Sector in terms of the Skills Development Act no. 97 of 1998. The MQA Board approved that funds be set aside for the implementation of a project named "New Venture Creation Project", the desired outcomes of the project is contained in the MQA business plan.

This project is in support of the National Skills Development Strategy (NSDSII) success indicator 4.3:

- 4.3 – By March 2010, at least 445 young people should have been trained and mentored to form sustainable new ventures and at least 70% of new ventures in operation 12 months after completion of programme.

In support of the Scorecard for the Broad based Socio-Economic Empowerment Charter for the South African Mining Industry:

- 4.1 - Human Resource Development: (Provide miners with skills to improve their income earning capacity after employment). Ex-miners who may have been retrenched due to mine closures may be able to form new ventures by supplying a service to the mine, thus qualifying for new venture creation training; and
- 4.6 - Procurement: (Develop the capacity of HDSAs to become preferred suppliers of capital goods, services and consumables.

The Mining Qualifications Authority (MQA) has established a project for New Venture Creation to:

1. support newly established SMME's to acquire entrepreneurial skills to assist them in developing the existing businesses
2. support recent graduates with an entrepreneurial interest, and with an appropriate skill, technical or other, to start their own businesses

The New Venture Creation Project is aimed at achieving a target of **140** young persons to be trained on approximately **70** credits at Level 4 and mentored to form sustainable new ventures by end March 2009. It is envisaged to appoint three different training providers to achieve this.

The Projects Unit has been mandated to manage this project. The Projects Unit will determine the final contract value to be awarded to each successful tenderer.

3 OBJECTIVES OF A NEW VENTURE CREATION PROJECT

The objectives of this project is to make sure that by March 2010, at least 445 young people should have been trained and mentored to form sustainable new ventures and at least 70% of new ventures in operation 12 months after completion of programme.

The MQA does not have a business unit for this purpose. The MQA wishes to appoint an external training provider(s) to provide training and also to mentor these young people to form sustainable new ventures.

The MQA has an interest in implementing this training in the following geographic areas:

- ❖ Mpumalanga
- ❖ KwaZulu Natal
- ❖ Free State

The MQA envisages three contracted training providers and three training sites in total.

The MQA has an interest in beneficiaries from the following disciplines:

- Jewellery Manufacturing;
- Diamond Processing and Polishing;
- Diamond Evaluation;
- Small-Scale Miners; and
- Mining Suppliers of;
 - Capital Goods;
 - Services and
 - Consumables.

However the MQA is also interested in other sectors and disciplines.

Suggested Learner Profile

- ❖ under the age of 35
- ❖ SA citizens
- ❖ Self-employed in an active existing micro business
- ❖ Appropriate entry level Qualification – Graduate of FET College or grade 12 as per SAQA requirements for this qualification
- ❖ Acceptable communication skills.
- ❖ Some Business experience/skills preferred
- ❖ Meet entrepreneurial profile

The beneficiaries will be trained on a NQF Level 4 Skills Programme of approximately 70 credits selected from the core unit standards, trained in an integrated and practical manner. It is suggested that appropriate life skills should also be included; and could include computers, learners licence, first aid, health and safety. The MQA and the Appointed Training Provider will select unit standards from the full qualification listed below on which the Learners should be trained on.

Note: Learners will be trained outside their working environments for the theoretical component of the Skills Program. The practical component will be conducted in their working environment which should be their own business.

The Learner will be mentored and coached at the Learner's workplace (their own business) for a period of 12 months **after** the Learner has completed the programme;

Note: The budget quoted by Training Providers should also be inclusive of learner transport and meals even though the Learners should be recruited locally.

4 SCOPE OF WORK

The successful training providers will be required to:

- recruit appropriate learners from the local environment and submit practical proof that the recruited learners all have active businesses.
- arrange the venue, transport and meals for the learners;
- develop an appropriate delivery schedule and provide the required training;
- develop an appropriate mentoring plan to guide the learners in starting their own business or growing their existing business
- manage the overall budget allocated;
- submit the training results within three weeks of assessment;
- make payments for items such as training, venues, meals, travel and other;
- attend meetings at the MQA to discuss progress; and
- any other related task.
- submit monthly progress report.

The successful training provider must:

- produce relevant learning materials prior to any commencement of training;
- assure the MQA that the course content is approved by the Services SETA as registered with SAQA;
- make use of the Services SETA approved course;
- obtain approval from the MQA in respect of certification ceremonies where applicable;
- register the record of learning with the Services SETA and submit evidence;
- submit financial reconciliations for payments received and made.
- submit names of registered Assessors and Moderators for the NVC.
- Submit final overall report to the MQA after the training.

5 MONITORING AND REPORTING

The successful training providers will report directly to the MQA Projects Unit. The Service Level Agreements will provide details.

6 CONDITIONS OF TENDER

A Service of a Training Provider/s will be procured in accordance with the MQA's Procurement Policy subject to the following conditions:

- The MQA reserves the right to award or not to award this contract.
- The MQA reserves the right not to accept the lowest cost proposal.
- The general conditions of contract will be applicable to this tender.
- The MQA will enter into a formal contract with the successful training provider.
- The MQA reserves the right to terminate the contract should the performance of the Service Provider be unsatisfactory.

7 ENQUIRIES

All enquiries may be addressed to Ms Khathu Raphunga at (011) 630 3594 or Ms Lerato Mosuoane, for Technical queries at (011) 630 3500.

8 PROJECT PROPOSAL

The tender must include statements on the following:

- A short profile of the organisation;
- The available human resource expertise to conduct the training;
- Any similar work carried out;
- Submit an abridged CV of the overall project manager;
- Infrastructural capacity;
- Database to manage Learner records;
- Availability of a quality management system;
- Brief project plan showing how your organisation will manage the project;
- Suggested Training Programme with and explanation of an integrated approach to the unit standards as well as integrating the theory with practical business growth;
- Suggested Delivery Schedule indicating training schedules per week;
- Detailed Suggestions on a business mentoring process
- Details of the cost / fee breakdown for the services.

The appointed Service Provider will be required to sign a Service Level Agreement (SLA) with the MQA. The SLA will entail:

- assessment of training venue as being suitably for the training;
- handle queries from Learners;
- provide the learners with the necessary learning materials;
- manage the payments of transport, venues, accommodation and meals for the learners;
- prepare monthly reports to the MQA reflecting progress and statistical relevant information;
- keep learner records;
- enter learner records into the SETAs MIS Database;
- attend meetings at the MQA as and when required by the MQA;
- perform auditing of all the records and payments made; and
- prepare a final report that deals with the impact and achievement.

The 140 learners will be divided into groups per Training Providers.

All costs must be denominated in South African Rand value, and should include VAT.

The price payable must include the training costs, training venue, meals, travel for the learners, facilitators, moderators and assessors. No additional fees will be entertained.

9. EVALUATION

The tender will be evaluated in accordance with the PPPFA 90/10 principle. All tenders will be rated on a scale of 0-5.

- 0 – Non-compliance
- 1 – Poor
- 2 – Average
- 3 – Good
- 4 – Very Good
- 5 – Excellent

No	Element	0	1	2	3	4	5	Weight	Score
A	Price							10	
B	Technical							80	
1	Services SETA accreditation certificate for the full qualification							Yes / No	Yes / No
2	Appropriateness of suggested Training Programme integrated with practical business growth							20	
3	Appropriateness of suggested Delivery Schedule indicating time frames per week							15	
3	Proven experience in the provision of the New Venture Creation Learnerships.							15	
4	Adequate capacity in terms of Trainers, Assessors and Moderators. (A ratio of 1:25 will apply)							10	
5	Proof of an electronic Database for the management of Learner records							10	
6	Proof of availability of a quality management system							10	
C	Equity Ownership							10	
	HDI							5	
	WEO							3	
	Disability							2	

Price	10
Technical	80
Equity	10
Total	100

Level 4

**SOUTH AFRICAN QUALIFICATIONS AUTHORITY
REGISTERED QUALIFICATION:**

National Certificate: New Venture Creation (SMME)

SAQA QUAL ID	QUALIFICATION TITLE		
23953	National Certificate: New Venture Creation (SMME)		
SGB NAME	NSB	REGISTERING PROVIDER	
SGB Generic Management	NSB 03-Business, Commerce and Management Studies		
Quality Assuring ETQA			
SERVICES-Services Sector Education and Training Authority			
QUALIFICATION TYPE	FIELD	SUBFIELD	
National Certificate	Business, Commerce and Management Studies	Generic Management	
ABET BAND	MINIMUM CREDITS	NQF LEVEL	QUAL CLASS
Undefined	162	Level 4	Regular-Unit Stds Based
REGISTRATION STATUS	SAQA DECISION NUMBER	REGISTRATION START DATE	REGISTRATION END DATE
Reregistered	SAQA 0160/05	2005-09-13	2008-09-13

PURPOSE AND RATIONALE OF THE QUALIFICATION

In order to give effect to the above vision and framework, the qualification will have as its core purpose, qualifying learners to be competent in consistently using a variety of technical, business managerial and personal skills and strategies in the creation and sustenance of added value in any product, process or system in any context. The successful learner will have developed a sound foundation for the application of these skills to explore a diverse range of entrepreneurial opportunities.

The conceptual framework of this entrepreneurial qualification is, in general, to create a union between an actor element (e.g. individual, team or organisation) and a project or process element (e.g. product, service or system) with added value as a core outcome. Within this context the qualification is grounded in the provocation of behavioural change. An added perspective is that these programmes will lead towards a more entrepreneurial society in a wide range of political legislative and social policies and practices.

Research has indicated that in order to qualify for the Certificate: Venture Creation, learners will need to demonstrate competence in the following:

- Acquisition of an Entrepreneurial Profile which includes, inter alia, an innovation orientation. (The ability to use their understanding of the characteristics of successful entrepreneurs to develop these characteristics within themselves while having an appreciation of the importance of an innovation orientation to business success; and the knowledge of specific techniques for releasing creativity in the development of a viable business opportunity.)
- Acquisition of research skills relevant to Venture Creation viz Exploratory Market Research, Competitors Analysis, Industry Analysis, Consumer Research.
- Effective and efficient communication within the total business environment (not only as a critical cross field outcome under unit standards, but the integration of various skills to achieve this.)
- Awareness of and accounting for relevant legal and legislative requirements.

- Ability to mobilise resources to start a new venture.
[The ability to formulate, deploy, review and implement policy and strategy into plans and action.]
- Ability to manage and use resources and information effectively and efficiently (Manage Operational Activities).
- Ability to structure and appropriately manage the market access component of their venture.
[The ability to determine the requirements and enhance expectations of customers and markets]

- Ability to initiate and sustain quality leadership within the new venture.
[The ability to inspire, support and promote a culture of performance excellence]
- Ability to identify, manage, review and improve business processes. (Business Improvement).
- Ability to release the full potential of self and others.

Rationale of the qualification:

The design and establishment of an entrepreneurship qualification must aim to:

- Develop appropriate skills and knowledge required for the establishment or development of an enterprise.
- Address the economic/administrative and behavioural (psycho-social) barriers that contribute to failures in starting and sustaining the enterprise.

South Africa has a plethora of small business training programmes and many small business structures and policies. However, there have been no appreciable related improvements in job creation or economic competitiveness to date. In fact, the government is on record for admitting that, despite the huge investment in support structures and training, there is little appreciable positive impact evident in the SMME sector. Entrepreneurship failure can mainly be assigned to the absence of much needed skills to become truly entrepreneurial.

In South Africa, higher education has come under the spotlight for its potential role in the development of entrepreneurs. A major challenge it faces is the aligning of curricula and objectives with the needs of society and the marketplace - and the production of learners who will be able to contribute to wealth creation for the nation.

There is a need for a unifying framework for the development of entrepreneurs. It is in this context that this qualification is proposed.

LEARNING ASSUMED TO BE IN PLACE AND RECOGNITION OF PRIOR LEARNING

English literacy and numeracy at NQF 3 or equivalent.

Recognition of prior learning:

This qualification may be achieved in part through the recognition of prior learning, which includes formal, informal and non-formal learning and work experience.

RECOGNISE PREVIOUS LEARNING?

Y

QUALIFICATION RULES

1. All the unit standards in the fundamental component (56 credits) are compulsory.
2. All the unit standards in the core component are compulsory (93 credits).
3. Learners must choose unit standards totalling a minimum of 13 credits for the elective component.
These standards may be taken from those listed as electives in the qualification or any other that suit the learning programme of the learner.

EXIT LEVEL OUTCOMES

1. The ability to build basic personal and interpersonal skills which will serve as a foundation for all further business learning. Specific outcomes: The qualified learner will be able to:

- demonstrate the importance of teamwork in a business and improve his/her ability to effectively work with others in a team
- be able to display a knowledge of the effects of group dynamics and reflect these in the business
- be aware of the various behaviours that can interfere with team effectiveness and use this to overcome similar problems in his/her future business
- be able to enhance teamwork by employing motivational strategies which he/she can implement in his/her future business

2. The ability to use their understanding of the characteristics of successful entrepreneurs to develop these characteristics within themselves. Specific outcomes: The qualified learner will be able to:

- examine and analyse own value system in an ethical business context in order to be aware of, and adhere to, all aspects of law in his/her future business venture
- apply characteristics of successful entrepreneurs and develop these characteristics within themselves
- appreciate the importance of an innovation orientation to business success and know the specific techniques for stimulating creativity in the development of a viable business opportunity
- be able to establish a base line of self-knowledge in respect of personality, interests, and aptitudes; and use this as a foundation for the development of appropriate business ideas

3. The ability to apply sound basic business concepts to establish his/her own viable business venture. Specific outcomes: The qualified learner will be able to:

- communicate effectively, both verbally and in writing, with all internal and external stakeholders
- use basic numeracy skills in a range of commonly used business calculations
- understand the economic realities of South Africa and use this to identify the opportunities that exist for SMME engagement
- identify the criteria for creating an effective business plan and its successful implementation
- effectively apply and implement the appropriate research techniques in identifying marketing opportunities
- identify the various forms of legal structure available for his/her new venture
- formulate and implement a marketing plan for his/her proposed business
- identify financing options, and access the finance required for the establishment of the business
- implement an action plan in order to execute the establishment his/her own business

4. The ability to apply a range of business skills in sustaining his/her business venture. Specific outcomes: The qualified learner will be able to:

- apply the principles of costing and pricing in his/her own business venture
- analyse and evaluate the market research undertaken in order to successfully penetrate the identified market
- use effective financial management tools and processes that will contribute to the profitability and efficiency of their business
- monitor business progress and take corrective action as required
- use maintenance management techniques and tools as a process for managing and anticipating expenditure

5. The ability to use the resources at their disposal for business growth by aligning both internal and external environments in response to market conditions. Specific outcomes: The qualified learner will be able to:

- identify support structures and create good working relationships, using these sources of support, to maximise his/her chances of success
- implement effective negotiation tactics to secure a favourable outcome in the bargaining process
- analyse his/her marketing objectives by ensuring that the correct strategy is being pursued; and know how and where the business's attributes need to be developed
- take decisions concerning the future of his/her business with awareness of their implications
- be familiar with the elements of the exporting process which he/she could apply in the growth of the business

ASSOCIATED ASSESSMENT CRITERIA

The assessment criteria of the qualification are embodied in the unit standards. The depth of technical expertise that will be assessed across the various specialist contexts are clearly articulated in the relevant specific outcomes, assessment criteria and range statements within these unit standards.

Integrated Assessment:

A summative integrated assessment framework is proposed as follows:

- Acquisition of an Entrepreneurial Profile which includes, inter alia, an innovation orientation. (Interdependence with: Know Yourself, Innovation Orientation for Entrepreneurs, Entrepreneurial Profile, setting personal Goals)
- Acquisition of research skills relevant to Venture Creation viz Exploratory Market Research, Competitors Analysis, Industry Analysis, Consumer Research. (Interdependence with Business idea selection, Marketing for a new venture, understanding the economy, IT, Numeracy)
- Ability to mobilise resources to start a new venture. (Interdependence with Strategic Planning, Financing a new business, Marketing for a new venture, Business Communication, determining profitability for a new venture, Working in Teams, Negotiating in a Business)
- Ability to manage an efficient and effective new business entity. (Interdependence with managing HR, Financial Management for a new enterprise, Business Performance Management, Working in a team)
- Ability to structure and appropriately manage the market access component of their venture. (Interdependence with Strategic Planning, Negotiation in business, Marketing, Business Ethics)
- Ability to initiate and sustain quality leadership within the new venture. (Interdependence with Working in a Team, Business performance management, Business Ethics, Quality management)
- Ability to implement a business improvement plan. (Interdependence with, Strategic Planning, Quality Management, Business Performance Management)

The identification and solving of problems, team work, entrepreneurial development of self and others, organising self, planning and managing processes within small business, implication of actions and reactions in the world as a set of related systems must be assessed during any combination of practical, foundational and reflexive competencies assessment methods and tools to determine the whole person development and integration of applied knowledge and skills.

Assessors and moderators should develop and conduct their own integrated assessment by making use of a range of formative and summative assessment methods. Assessors should assess and give credit for the evidence of learning that has already been acquired through formal, and informal learning and work experience.

Unit standards associated with the qualification must be used to assess specific and critical cross-field outcomes. During integrated assessments the assessor should make use of formative and summative assessment methods and should assess combinations of practical, applied, foundational and reflective competencies.

INTERNATIONAL COMPARABILITY

International comparability:

This qualification has been benchmarked against international standards and qualifications, specifically those of New Zealand, Australia and Scotland. International and South African support for the proposed conceptual framework and content is evidenced in the work of:

Amos, T.L. & Maas, G. (2001) Developing entrepreneurial students: A proposal of the what and how. University of Rhodes. Paper submitted at the 11th global IntEnt-Conference, 2nd to 4th July 2001, Kruger National Park, South Africa

Begley, T.M. & Boyd, D.P. (1987). A comparison of entrepreneurs and managers of small businessfirms. *Journal of Management*, 13, pp. 99-108

Davies, TA; Fagan, K. (1995). *The Graduate Enterprise Programmes*. Durban, South Africa. Siyakhana Holdings

Davies, TA; (2001). Venture Creation : An Innovative Learnership Model for the Self-Employed. (Technikon Natal, Paper submitted to the IVEATA Conference, 11th - 15th November 2001, Tanzania)

Gartner, W.B. & Vesper, K.H. (1994). Experiments in Entrepreneurship Education: Successes and Failures. Journal of Business Venturing. New York

Gibbs, A. (1992). The enterprise culture and education - understanding enterprise education and its links with small business, entrepreneurship and wider educational goals. International Small Business Journal. pp. 24

Gorman, G.; Hanlon, D.; King, W. (April / June 1997). Some Research Perspectives on Entrepreneurship Education and Education for Small Business Management: A Ten-Year Literature Review. International Small Business Journal, pp. 22

Solomon, G.T.; Winslow, E.K. & Tarabishy, A. (1997). Entrepreneurial Education in the United States An Empirical Review of the Past Twenty Years

Terblanche, N.S.; Keyter, L. (1997). Creative Entrepreneurship. Pretoria, South Africa. Kagiso Tertiary

Van Vuuren, J.J. & Antonites, A.J. (2nd to 4th July 2001). Recent developments regarding content of entrepreneurship training programs. Department of Business Management, University of Pretoria. Paper submitted at the 11th global IntEnt-Conference, Kruger National Park, South Africa

Watson, C.H. (2nd to 4th July 2001). Topics for Entrepreneurship Education: Viewpoints of Practitioners in the Gauteng Province of South Africa. Technikon Pretoria. Paper submitted at the 11th global IntEnt-Conference, Kruger National Park, South Africa

ARTICULATION OPTIONS

- National Diploma in Small Business Management.
- Certificate in Business Management.

MODERATION OPTIONS

- Anyone assessing a learner or moderating the assessment of a learner against this Qualification must be registered as an assessor with the relevant ETQA.
- Any institution offering learning that will enable the achievement of this Qualification must be accredited as a provider with the relevant ETQA.
- Assessment and moderation of assessment will be overseen by the relevant ETQA according to the ETQAs policies and guidelines for assessment and moderation; in terms of agreements reached around assessment and moderation between ETQAs (including professional bodies); and in terms of the moderation guideline detailed immediately below.
- Moderation must include both internal and external moderation of assessments at exit points of the qualification, unless ETQA policies specify otherwise. Moderation should also encompass achievement of the competence described both in individual unit standards, exit level outcomes as well as the integrated competence described in the qualification.

Anyone wishing to be assessed against this Qualification may apply to be assessed by any assessment agency, assessor or provider institution that is accredited by the relevant ETQA.

CRITERIA FOR THE REGISTRATION OF ASSESSORS

Assessors need experience in the following areas:

Interpersonal skills, subject matter and assessment.

(The assessor needs to be competent in the planning and conducting of assessment of learning outcomes and in the design and development of assessments as described in the unit standards Plan and conduct assessment of learning outcomes NQF level 4. Subject matter experience must be well developed within the field of business development and small business management.) The assessor must have completed, at least:

A business qualification at NQF level 5 or above with a minimum of 2 years own business experience; or

A minimum of 5 years personal experience of business start-up and management.

Assessors need to be registered with the relevant Education and Training Quality Assurance Body.

NOTES

N/A

UNIT STANDARDS:

	ID	UNIT STANDARD TITLE	LEVEL	CREDITS
Core	114600	Apply innovative thinking to the development of a small business	Level 4	4
Core	114594	Apply the principles of costing and pricing to a business venture	Level 4	6
Core	114598	Demonstrate an understanding of an entrepreneurial profile	Level 4	5
Core	114595	Demonstrate an understanding of the function of the market mechanisms in a new venture	Level 4	5
Core	13940	Demonstrate knowledge and application of ethical conduct in a business environment	Level 4	4
Core	114587	Determine and manage the human resource needs of a new venture	Level 4	4
Core	114583	Develop, implement and evaluate a marketing strategy for a new venture	Level 4	8
Core	114588	Develop, implement and monitor a quality policy for a new venture	Level 4	4
Core	114584	Finance a new venture	Level 4	5
Core	114591	Implement an action plan for business operations	Level 4	4
Core	114586	Manage finances of a new venture	Level 4	5
Core	114589	Manage time productively	Level 4	4
Core	114590	Mobilise resources for a new venture	Level 4	4
Core	114618	Monitor productivity in a business venture	Level 4	5
Core	114607	Negotiate in a new venture	Level 4	4
Core	114585	Plan strategically to improve business performance	Level 4	4
Core	114592	Produce business plans for a new venture	Level 4	8
Core	114596	Research the viability of new venture ideas/opportunities	Level 4	5
Core	114593	Tender to secure business for a new venture	Level 4	5
Fundamental	8968	Accommodate audience and context needs in oral communication	Level 3	5
Fundamental	8969	Interpret and use information from texts	Level 3	5
Fundamental	8973	Use language and communication in occupational learning programmes	Level 3	5
Fundamental	8970	Write texts for a range of communicative contexts	Level 3	5
Fundamental	9015	Apply knowledge of statistics and probability to critically interrogate and effectively communicate findings on life related problems	Level 4	6
Fundamental	8974	Engage in sustained oral communication and evaluate spoken texts	Level 4	5
Fundamental	8975	Read analyse and respond to a variety of texts	Level 4	5
Fundamental	9016	Represent analyse and calculate shape and motion in 2- and 3-dimensional space in different contexts	Level 4	4
Fundamental	7468	Use mathematics to investigate and monitor the financial aspects of personal, business, national and international issues	Level 4	6
Fundamental	12153	Use the writing process to compose texts required in the business environment	Level 4	5
Fundamental	8976	Write for a wide range of contexts	Level 4	5
Elective	14552	Contract service providers	Level 4	3
Elective	13952	Demonstrate basic understanding of the Primary labour legislation that impacts on a business unit	Level 4	8
Elective	13945	Describe and apply the management of stock and fixed assets in a business unit	Level 4	2

Elective	110003	Develop administrative procedures in a selected organisation	Level 4	8
Elective	7791	Display cultural awareness in dealing with customers and colleagues	Level 4	4
Elective	8561	Function in a Team	Level 4	4
Elective	10388	Interpret basic financial statements	Level 4	3
Elective	109999	Manage service providers in a selected organisation	Level 4	5
Elective	13947	Motivate a team	Level 4	6

All qualifications and unit standards registered on the National Qualifications Framework are public property. Thus the only payment that can be made for them is for service and reproduction. It is illegal to sell this material for profit. If the material is reproduced or quoted, the South African Qualifications Authority (SAQA) should be acknowledged as the source.