



TERMS OF REFERENCE

Request for Proposals for the Mogalakwena Inclusive and Economic Empowerment Initiative for People with Disabilities through Valterra Platinum's Social Impact Mitigation Plan:

**Pillar 1: Assistive Devices and Functional Support for
Quality-of-Life Improvements**

Online application helpdesk: valterra@tshikululu.org.za or call (011) 544-0300

Valterra Platinum has retained the services of the Tshikululu Trust to manage a Social Impact Mitigation Plan targeting host communities of three of its operations.

This Terms of Reference (ToR) is an invitation to Service Provider(s) to bid for the implementation of defined work (the “Assignment”) set out under the Valtterra Platinum Mogalakwena Complex, the Mogalakwena Inclusive and Economic Empowerment Initiative for People with Disabilities, Pillar 1: Assistive Devices and Functional Support for Quality-of-Life Improvements.

The minimum requirements for service provider(s) are set out below:

- Are a juristic person (voluntary association/trust/company/incorporated partnership), either in its own right singularly or in consortium;
- Have a proven track record of working in the jurisdiction of the Mogalakwena Local Municipality and/or the broader Limpopo Province;
- Have minimum 5 years’ experience in the provision of assistive technology or rehabilitation services for disabled persons.
- Demonstrate experience in:
 - Disability inclusion programmes.
 - Device procurement and distribution specifically for various disabilities
 - Clinical or functional assessments
- Have qualified personnel, such as:
 - Occupational therapists
 - Physiotherapists
 - Orthotic/prosthetic technicians
 - Audiologists (where applicable)
- Have experience working in:
 - Rural or mining communities
 - South African disability sector
 - Mining communities.
- Have a track record of managing grant or contract values in excess of R2.5 million per annum;
- Are familiar with global best practice with regards to project management, sustainability and impact measurement, management and reporting practices;
- Are capable of demonstrating expertise and previous practical experience [incl. evidence of previous work in this field specific to the Assignment (social and economic inclusion of people with disabilities) and social investment/impact investment processes in general]; and
- Are willing and able to incorporate preferential procurement strategies into the proposed Assignment workplan (specifically the creation of opportunities for local service providers in communities where the Assignment is to be implemented)

1. Background and Context of the Social Impact Mitigation Programme

Valterra Platinum has developed a Social Impact Mitigation Plan (SIMP) prioritises targeted, high-impact interventions across livelihoods, food security, and health, wellbeing, and safety.

A portion of the SIMP investment for this programme was paid to the Trustees of the Tshikululu Trust as a grant in terms of a Grant Agreement between the parties. The grant is to be managed in line with agreed Investment Criteria. Tshikululu Social Investments NPC ("Tshikululu") is the appointed trust manager of the Tshikululu Trust.

SIMP was designed on the principles of targeted engagement, assessed impact, leveraged projects for rapid results, and partnering where possible. Mitigation for impacted communities will be implemented through two priority workstreams:

1. Living Conditions

- a) Livelihoods: sustainable livelihoods targeting key development areas identified through consultation, extension of current programmes.
- b) Food Security and Farmer Support: local farmer support, including skills, equipment, tools, and linkages with markets.

2. Health, Wellbeing & Safety

- a) Healthcare: extension of current community health programme Coach Mpilo, co-designed with sites and Right to Care, and Gender-Based Violence Survivor Empowerment.

As part of the Living Conditions and Health, Wellbeing and Safety workstream, the Inclusive and Economic Empowerment Initiative for People with Disabilities aims to improve the quality of life, inclusion, and economic participation of people with disabilities in the Mogalakwena Valtterra Operation.

People with disabilities in rural and mining-affected communities face significant barriers, including:

- Limited access to appropriate assistive devices
- Inadequate rehabilitation and support services
- Financial constraints preventing device acquisition and maintenance
- Poor infrastructure and environmental barriers
- Social stigma and exclusion

Assistive devices are critical in enabling independence, mobility, communication, education, and access to economic opportunities. However, access remains limited, fragmented, and often not tailored to individual needs.

Pillar 1: Assistive Devices and Functional Support or Quality of Life Improvements

seeks to address these gaps through a structured, needs-based, and assistive device programme.

This ToR invites qualified Service Providers (the implementing partner) to design and implement this pillar.

2. Purpose of the Assignment

The overall Disability Inclusion Initiative is structured around three core pillars:

- **Pillar 1:** Assistive Devices and Functional Support (**This Assignment**)
- **Pillar 2:** Capacity Building of Local Community-Based Organisations (CBOs)
- **Pillar 3:** Economic Pathway Development for People with Disabilities

2.1 This specific Assignment focuses on Pillar 1

The purpose of this assignment is to improve functional independence and quality of life for people with disabilities in Mogalakwena through the provision of appropriate, high-quality assistive devices and related support services.

2.2 Objectives of the Assignment

The specific objectives are to:

Needs Identification and Assessment

- Conduct comprehensive functional assessments of beneficiaries.
- Identify appropriate assistive devices based on individual needs, environment, and context.

Procurement and Supply

- Source and procure high-quality, durable assistive devices aligned with national standards.

Customisation and Distribution

- Ensure proper fitting, adaptation, and safe distribution of devices.

Training and Capacity Building

- Train beneficiaries and caregivers on proper use and maintenance

Sustainability and Aftercare

- Establish systems for maintenance, repair, and follow-up support, including the possible upfront payments for extended warranties and repairs

3. Programme Phases and Scope of Work

The implementation partner will deliver the programme across the following phases:

PHASE 1: Contracting and Planning

- The Tshikululu Trust to finalise contracting with the shortlisted and selected implementation partner. The implementation partner will have extensive knowledge, and a good track record in advancing the quality of life of people with disabilities in underserved communities.
- Project Inception meeting.

Deliverable: Signed Grant Agreement; Inception Report with Implementation Plan

PHASE 2: Planning

- Develop a detailed implementation plan.
- Engage stakeholders (e.g., Department of Health, Department of Social Development, local CBOs).
- Finalise beneficiary identification criteria and targeting approach.
- A rapid needs assessment to be conducted to provide greater insight and understanding of the complexities and needs of people with disabilities, including the type of assistive devices needed by each beneficiary. Although preliminary data exists for this, the lead implementing partner will need to verify it.
- Develop assessment tools and M&E framework

Deliverable: Rapid Needs Assessment Report; finalised project plan and M&E framework

PHASE 3: Procurement and Logistics

- Source assistive devices from certified suppliers.
- Ensure compliance with quality standards (ISO, WHO guidelines where applicable).
- Manage warehousing, transport, and logistics.

Deliverable: Procurement Plan and Device Inventory

PHASE 4: Customisation, Fitting and Distribution

- Fit and customise devices to individual users.
- Ensure ergonomic and environmental suitability.
- Distribute devices in accessible and community-based settings.

Deliverable: Distribution Report (including signed beneficiary records)

PHASE 5: Training and Capacity Building

- Train beneficiaries on device usage and care.
- Train caregivers and family members.
- Identify and partner with local stakeholders for referral and continuous support of beneficiaries post project implementation (e.g., CBOs, community health workers, social workers, specialist services).

Deliverable: Training Report and Materials

PHASE 6: Aftercare, Maintenance and Follow-up

- Establish repair and maintenance mechanisms, link beneficiaries to after care service providers. Ensure extended warranties are purchased as part of sale. Conduct follow-up visits (3 - 4 months post-distribution).
- Address device failures, adjustments, or replacements.

Deliverable: Aftercare and Follow-up Report

PHASE 7: Endline and Close Out Report

- Conduct assessment at the end of project.
- Evaluate impact on mobility, independence, and quality of life.
- Document lessons learned and recommendations.

Deliverable: Endline and Close-out Report

4. Technical Requirements for Assistive Devices

All assistive devices must meet the following criteria:

4.1 Quality and Standards

- Comply with relevant national or international standards.
- Be durable and suitable for rural and low-resource environments.

4.2 Appropriateness

- Tailored and suitable to individual functional needs.
- Suitable for local terrain and infrastructure, including household infrastructure.

4.3 Accessibility

- Easy to use, maintain, and repair.
- Designed with universal design principles where applicable.

4.4 Documentation

- User manuals in accessible formats and local languages where possible.
- Maintenance guidelines included.

5.5 Warranty and Support

- Minimum warranty period specified.

- Access to spare parts and repair services.

5. Target Beneficiaries

The programme will target people with disabilities residing in the Mogalakwena Local Municipality, prioritising:

- Individuals with limited or no access to assistive devices.
 - Low-income households.
 - Women, men, children, and youth with disabilities.
- individuals may also be supported/identified by CBOs under Pillar 2.

6. Roles and Responsibilities

7.1 Service Provider / Implementing Partner

- Full implementation of the scope of work
- Procurement and quality assurance of devices
- Training and aftercare support
- Monitoring and reporting

7.2 Tshikululu Social Investments

- Contract management
- Oversight and performance monitoring
- Reporting to Valterra Platinum

7.3 Valterra Platinum

- Strategic oversight
- Review and approval of key deliverables

7. Monitoring and Evaluation

The Service Provider must implement a robust M&E framework, including:

Key Indicators

Outputs:

- Number of beneficiaries assessed
- Number and type of assistive devices sourced and distributed
- Number of training sessions conducted
- Number of aftercare support engagements

Outcomes:

- Improved mobility and functional independence
- Strengthened local systems for assistive device support

Quality Indicators:

- Number of devices functioning effectively after 3-4 months.
- Number of beneficiaries receiving follow-up support.

- Number of beneficiaries using devices after 3-4 months.

8. Key Deliverables

A project implementing agent meeting the aforementioned criteria will be appointed to deliver on the approved scope of work. Tshikululu will contract, monitor and report on the activities of the implementation partner. Valterra Platinum will be consulted throughout the process and will receive all reports and feedback on the project's progress.

- Inception Report
- Implementation/Project Plan
- Rapid Needs Assessment Report
- Procurement and Distribution Reports
- Training and Capacity Building Reports
- Aftercare and Follow-up Reports
- Quarterly Progress Reports
- Endline Assessment and Close-out Report

9. Timeline

The assignment is expected to run from July 2026 to March 2027, aligned with SIMP timelines.

A detailed workplan must be provided, including:

- Inception phase.
- Assessment and procurement timelines.
- Distribution milestones.
- Follow-up and evaluation schedule.

10. Budget and Payment Schedule

- The **overall budget for Pillar 1 is R2 495 750 – R3 000 000 for approximately 60 - 80 supported individuals and device procurements.** Your budget must be detailed and provide a per unit cost per component for wheelchairs/walkers/hearing aids/etc:
 - Assessments
 - Devices
 - Logistics
 - Training and maintenance
 - Support
- Payments will be linked to deliverables:
 - 10 % on implementation plan approval
 - 40% % on rapid needs assessment and procurement plan approval
 - 30% on satisfactory quarter 1 reporting and device distribution
 - 10 % on quarter 2 reporting
 - 10% on final reporting and close out report

10. Administrative Requirement

The implementing partner meeting the above-mentioned criteria are invited to provide a proposal addressing the requirements of this ToR, which must also include the following:

- Technical proposal (methodology and approach);
- Implementation plan & timetable;
- Monitoring and Evaluation framework;
- Organisational profile and experience;
- Proof of historical performance in the disability sector and assistive device support;
- Detailed Budget;
- Proof of your entity's physical address (in the form of a utility bill, letter from Traditional/Tribal Council, or a letter from the municipality). *Should your organisation have a satellite office/branch in Mogalakwena or Limpopo, please provide proof of physical address of your Mogalakwena/Limpopo presence.*
- CV of the proposed team member(s) demonstrating direct experience with similar assignments, with at least two testimonials, within the past 24 months;
- Entity's registration details;
- Entity's B-BBEE level and certificate (unless exempt organisation);
- Entity's founding documents, for example:
 - In the case of a company, its Registration Certificate and Memorandum of Incorporation,
 - In the case of a voluntary association, organisation or institution, its constitution (or other similar applicable document) and any applicable registration certificate(s),
 - In the case of a registered trust, its Trust Deed and current Letters of Authority, and any applicable registration certificate;
- Audited annual financial statement from previous financial year (not older than 18 months at the time of submission);
- Management accounts for the current financial year, to date;
- Tax compliance PIN for verification of tax compliance; and
- A list of the entity's full governance structure (including its board of directors/trustees), on the entity's official letterhead.
- If a consortium, a formal letter from key project partner(s) on their letterhead confirming their participation

Where the following documents are available, please also submit:

- Proof of legal registration as a tax-exempt public benefit/nonprofit/non-governmental organisation or academic institution.
- Non-submission of the abovementioned documentation may lead to your proposal being disqualified from consideration. The proposal submission and vetting processes will be managed by Tshikululu on behalf of the Tshikululu Trust. Proposals will undergo initial screening and vetting and if successful, will be shortlisted. Shortlisted candidates will be required to submit additional documents for vetting, including and not limited to:
- Proof of ID and physical address for all governance body members.

Shortlisted candidates requested for additional information and certain compliance documentation are required to respond within 5 working days from the date of such request.

12. Contracting / Agreements

- Adherence to disability rights and inclusion principles.
- Respect for dignity, confidentiality, and informed consent.
- Compliance with all relevant legislation and policies.

13. Contracting / Agreements

Should your proposal be successful and you are awarded the Assignment, please note you will be required to enter into a written contract with the Trustees of the Tshikululu Trust in this regard, which contract will be subject to the provisions of the Grant Agreement between the Trustees of the Tshikululu Trust and Valterra Platinum. Accordingly, there is limited scope for adaptation or negotiation thereof.

14. Proposal submission deadline

All proposals must be submitted by 23:59pm on 22 July 2026

All final proposals should be compiled in a single PDF - file, and be submitted through the link below:

- Click [HERE](#) to login and complete registration

Please begin submission earlier than the due date to ensure a smooth online process.

The final selection will be made by 07 August 2026 at which time the successful candidate will be notified and may be asked to provide further inputs as part of the final contracting phase.

Contact Information:

Please direct your queries for the attention of Tshikululu Social Investments at the following address valterra@tshikululu.org.za or +27 11 544 0300.

15. Tshikululu Policies

For more information about how Tshikululu manages private information, please refer to the Privacy page on Tshikululu's website <https://tshikululu.org.za/privacy/>

By responding to the invitation set out herein, and/or communicating with Tshikululu in respect thereof, you also agree to Tshikululu's Terms of Use, which can be viewed on Tshikululu's website <https://tshikululu.org.za/terms-of-use/>

As part of Tshikululu's zero tolerance approach to fraud, corruption and unethical behaviour, we have implemented the independently-managed Vuvuzela hotline, enabling stakeholders to anonymously report suspicions of unethical conduct, using the following link <http://thehotline.co.za/reports/contact-report.php>