



WATER RESEARCH COMMISSION

Panel of Experts: Application Form

SECTION A: Organization and personnel details

1. Organization Information

Organization Name	
SMME Characteristics of a SMME: <ul style="list-style-type: none"> • fewer than 200 employees • an annual turnover of less than R64 million • capital assets of less than R23 million • direct managerial involvement by owners. 	YES / NO
HDI Historically Disadvantaged Institutions in SA All University of Technologies, University of Limpopo, Fort Hare, Zululand, Venda, Western Cape and Walter Sisulu Universities	YES / NO
Department	
Contributions	
Postal Address	(When you select the lead organization, the address already captured will be retrieved and displayed. If your organization does not appear in the list, or the address details are incorrect, please email correct details to gerdak@wrc.org.za)
City	
Postal code	
Physical Address	
City	
Postal code	
BEE Certificate	(Compulsory)
Tax Clearance Certificate	(Compulsory)
Company Registration Certificate	(Compulsory)

2. CONTRACT SIGNATORY (Refers to the individual mandated to sign contracts obo Lead Organization)

Title	
Initials	
First name	
Last Name	
Position	
Gender	
Race	
Nationality	
Citizenship	
Country of origin	
Email	
Telephone	
Cell	
Physical Address	
City	
Postal Code	

3. Contact Person (Refers to the contact charged with managing the proposed contracts for the organization as well as follow-ups regarding supporting documentation i.e. tax clearance certificates, BEE certificates etc.)

Title	
Initials	
First name	
Last Name	
Position	
Department	
Email	
Telephone	
Cell	
Physical Address	
City	
Postal Code	

4. Finance Office Contact Person (Refers to the person charged with financial management on the WRC-funded project i.e. invoicing, auditing)

Title	
Initials	
First name	
Last Name	
Position	
Department	
Email	

Telephone	
Cell	
Physical Address	
City	
Postal Code	

5. Key personnel information / details (please complete the table below for each personnel who would be involved in the services to be offered for technology categories and services to be considered for)

Organisation	
Role	
Title	
Initials	
First Name	
Surname	
ID/Passport Number	
Gender	
Race	
Nationality	
Citizenship	
Country of origin	
Years' experience	
Qualifications	
Email	
Telephone	
Cell	

Section B: Technical Information

TECHNOLOGY CATEGORY AND SERVICES TO BE OFFERED

- Please provide technology categories under which this application should be considered and the indicate the services they intent to offer (Technology evaluation and/or Market/Economic studies and/or Business Support and/or Social Studies, etc...). Note that necessary supporting documents should be submitted for each category and services considered.
- It is not compulsory to apply for all categories or services, application should be for technology categories and services which the applicant is most qualified and competent for.
- If multiple categories are listed. List in the order of preference / importance
- Refer to the expression of interest for a list of technology categories

	Technology Category	Technology Evaluation	Market/Economic studies	Business Support	Etc...	Etc...
1						
2						
3						
4						
5						

METHODOLOGY

- A detailed methodology for technology evaluation and/or market/economic studies and/or business support and/or social studies etc...
- Provide methodology for each technology category, if the methodology differs.

2000 words max/ category

LIST OF PREVIOUS EXPERIENCE

- Provide a list of previous experience in technology evaluation and/or market/economic studies and/or business support and/or social studies, etc....
- List should cover each category listed above.

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SCHEDULE OF COST

- Provide indicative cost of providing technology evaluation and/or market/economic studies and/or business support and/or social studies, etc....
- This should include but not limited to personnel costs and other admin cost. Kindly note that S&T cost would be as per gazetted government rates
- Personnel costs should be in day rates for each category of personnel

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ATTACHMENTS

1. Table of contents for a sample report showing areas that will be considered and reported for each of the services to be considered for
2. Detailed CV of key personnel for each of the services to be considered for
3. B-BBEE status level verification certificate
4. Tax Clearance Certificate
5. Company Registration Certificate