



National Student Financial Aid Scheme

Introduction

The National Student Financial Aid Scheme (“NSFAS”) is committed to conducting business ethically and is constantly introducing proactive measures to ensure that we identify and appropriately respond to any unlawful and unethical business practices.

All NSFAS tenders are subjected to certain audit processes and limited due diligence checks with the aim of identifying possible unlawful or unethical procurement practices.

Warning to suppliers

NSFAS has become increasingly aware of attempts by external 3rd Parties, who are engaged in fraudulent schemes / activity, who target potential suppliers that have submitted bids to Government institutions. The modus operandi of these fraudulent schemes is believed to be as follows:

Government institutions are legally obliged to publicize the names of suppliers who have submitted bid proposals in response to a tender advert or a request for quotations on their websites. Once publicized, the fraudsters would proceed to contact the suppliers and then fraudulently propose corrupt transactions to the bidders.

The individual contacting the suppliers fraudulently presents him or herself as an employee of NSFAS who has influence over the bid evaluation or adjudication process. The individual then attempts to solicit a gratuity from the supplier under the pretense that the individual will manipulate the bidding and awarding process to benefit of the supplier.

Official communication channels between Bidders and NSFAS Supply Chain Management

To ensure transparency, accuracy and fairness and for record keeping purposes, all correspondence between NSFAS's Supply Chain Management (SCM) officials and prospective bidders, will only be channeled / transmitted via the official NSFAS SCM email address: scm@nsfas.org.za.

Bidders are reminded that the NSFAS SCM officials will never contact bidders telephonically or by other method other than through the official SCM email address listed above.

Reporting of any unlawful or unethical incident / practice to NSFAS

Should any bidder, potential or current supplier of NSFAS or any other third party:

- receive any irregular contact or correspondence from anyone presenting themselves as an employee or representative of NSFAS
- receive any contact or correspondence from anyone soliciting any bribe of any form
- become aware of any irregular or illegal conduct by any party who has a relationship with NSFAS or any NSFAS official

you are strongly encouraged to immediately report this to the NSFAS Governance, Risk and Compliance (GRC) Department. All information provided to the NSFAS GRC department will be dealt with in the strictest confidence and shall be in line with the provisions of the Protected Disclosures Act, Act 26 of 2000.

Please forward any such information / incidents or direct any queries to the following NSFAS GRC staff members only:

- Ms. Amanda Basson : amandab@nsfas.org.za
- Mr. Corné Mellet : corneme@nsfas.org.za



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Reporting of any unlawful or unethical incidents to the South African Police

Bidders, current or prospective NSFAS suppliers or any other third party who become aware of any unlawful and unethical conduct, is encouraged to report the matter to their nearest South African Police Service.

NSFAS hereby request that details of such reports made to SAPS be shared with the NSFAS officials listed above, to ensure confidentiality and record / reporting purposes. .

10 Brodie Road, House Vincent
2nd Floor, Wynberg, Cape Town, 7800
Private Bag X1, Plumstead, Cape Town, 7801

T: 0800 067 327 | 021 763 3200
E: info@nsfas.org.za
W: www.nsfas.org.za