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Better District, Better Life and Growth for all.

www.anda.org.za



Alfred Nzo Development Agency SOC Ltd
Reg nr: 2008/009093/30

16 OCTOBER 2024

THE APPOINTMENT OF A SERVICE PROVIDER FOR THE DEVELOPMENT OF BUSINESS PLANS FOR FRESH PRODUCE PACK HOUSES AT WINNIE MADIKIZELA MANDELA AND MATATIELE LOCAL MUNICIPALITIES

BID NO: ANDA 15/2024/2025

Alfred Nzo Development Agency (ANDA) is a municipal entity of the Alfred Nzo District Municipality established in terms s84 of the Municipal Finance Management Act (MFMA) 56 of 2003. The Agency (ANDA) is mandated to carry out the promotion and implementation of local economic development initiatives and investment and trade promotion on behalf of the District Municipality.

The Agency is situated in Mt. Ayliff in the Eastern Cape Province.

ANDA hereby invite bids from suitably qualified service providers and suitable prospective partners to submit proposals for the development of business plans, conceptual designs and costing for fresh produce packhouses at WMMLM and MLM.

Notes to Prospective Bidders/ Submissions

- All bidders have to be registered on Central Supplier Database (CSD summary to be submitted)
- All bids submitted should remain valid for a period of 90 days after the bid closing date
- Company Registration and a valid Tax Clearance Certificate and/or Pin should be attached
- Copies of ID Documents and all submitted certificates must be certified with a certification that is not older than 3 months.
- Joint Venture agreement (where applicable)
- Company profile with traceable references.
- Municipal clearance certificate certifying that no municipal rates and service charges are owed by the bidder and any of its directors to Alfred Nzo District Municipality or to any other municipality where the bidder's business operations are located, are in arrears for more than three months/ Proof of residence/Lease agreement. NB: Proof of residence must be submitted with affidavit.
- Code of ethics form must be signed and attached
- All bidders are required to submit MBD 1, 4, 6.1, 8 & 9 forms (declaration of interest & SCM past Experience) which are available at reception area at ANDA Offices in Mount Ayliff or which can be downloaded from www.anda.org.za. Failure to do so will result to disqualification.

The quotations will be evaluated on the basis of the Preferential Procurement Policy Framework Act (Act No.5, 2000), and the regulations pertaining thereto (2022), as well as the Alfred Nzo Development Agency's Supply Chain Management policy. The 80/20 preference point system will be used as per the ANDA SCM policy.

PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT (PPPFA) POINTS WILL BE AWARDED AS FOLLOWS:

The proposals / quotations will be evaluated in two stages, namely:

Stage 1 – Capacity to execute work

Stage 2 – Price and specific goals

Only Bidders who score 70% or more on stage 1 would be evaluated further and therefore eligible for the award.

ITEM	WEIGHT
STAGE 1 OF EVALUATION – CAPACITY TO EXECUTE WORK	100
CAPACITY AND EXPERTISE	70
<p>Methodology (clear project approach / plan need to be attached)</p> <p>The service provider is expected to provide a comprehensive methodology demonstrating understanding of the need for the development, detailing approach with milestones and timelines for the development of the bankable business plan.</p> <ul style="list-style-type: none"> - A comprehensive methodology with project initiation, project management, project milestones, time management, with specific time frames and project costs. - A methodology without project initiation, project management, project milestones, time management, with specific time frames and project costs. - No detailed methodology provided <p><i>N.B Scoring for the above section is not cumulative</i></p>	<p style="text-align: right;">20</p> <p style="text-align: right;">10</p> <p style="text-align: right;">0</p>
<p>Management and key staff certified copy of qualifications to be attached.</p> <p>-Team leader:</p> <p>Business Development Specialist with at least 7 years' experience in agroindustry or related business plan development experience (Specialist must attach at least 2 projects undertaken and funded as proof of relevant experience)</p> <p>Qualifications: A degree in Business Science and Business Management</p>	20

<p>- Technical Team:</p> <p>1. <i>Agricultural Specialist or Civil Engineer</i> with experience in Agricultural Post Harvest Facilities (Indicate at least 3 projects undertaken in the last 5 years of similar projects).</p> <p>2. Administrative requirements, Registration and Compliance team/s to advise on all matters relating to compliance and approvals from outside parties.</p> <p>Attach relevant professional body registration</p> <ul style="list-style-type: none"> Professional Engineer Technologist (Pr Tech Eng) or Professional Engineer (Pr Eng) – 5 years of experience as a professional (10) Professional Engineering Technician (Pr Tech) – 3-5 years of experience as a professional (5) Professional Engineering Technician (Pr Tech) - less than 3 years of experience as a professional (0) <p><i>N.B Scoring for the above section is cumulative</i></p>		<p>20</p> <p>10</p>
PREVIOUS EXPERIENCE	30	
<p>Company / Consortium experience for professional services in Packhouse projects (Completion certificate's or Reference letter's from previous employer):</p> <ul style="list-style-type: none"> Three (3) completion certificates / reference letters. 30 Two (2) completion certificates / reference letters. 20 One (1) completion certificates / reference letters. 10 <p><i>NB: Scoring is not cumulative</i></p> <p><i>N.B Reference letters must be on a letterhead of the referring organisation and signed by the accounting officer.</i></p>		<p>30</p> <p>20</p> <p>10</p>
TOTAL	100	

STAGE 2: PRICE & PREFERENCE POINTS		100
Price		80
Preferential Goal 3- COMBINATION OF ANY GOALS		20
SPECIFIC GOAL 3: COMBINATION OF ANY GOALS	Attachment to claim maximum points	Criteria Points
Business owned more than 50% by Priority population groups (Black/Indian etc.)	CIPC certificate, Certified ID, detailed CSD	10

Business owned more than 50% by Women	CIPC certificate, Certified ID, detailed CSD	5
Business owned more than 50% by Youth	CIPC certificate, Certified ID, detailed CSD	5
TOTAL WEIGHT		20

SUBMISSION OF PROPOSAL

The completed proposal must be submitted in a sealed envelope endorsed with the Bid No: **ANDA 15/2024/2025 THE APPOINTMENT OF A SERVICE PROVIDER FOR THE DEVELOPMENT OF BUSINESS PLANS FOR FRESH PRODUCE PACK HOUSES AT WINNIE MADIKIZELA MANDELA AND MATATIELE LOCAL MUNICIPALITIES**. The sealed envelope must be deposited in the Tender Box, located at reception area of Alfred Nzo Development Agency not later than **12h00 am** on the **18 NOVEMBER 2024**. The submissions will be opened in public. Emailed or faxed proposals will be disqualified, Alfred Nzo Development Agency reserves the right to accept or not to appoint service provider.

DOCUMENTATION

The Bid Documents shall be available at a non-refundable cost of R 500.00 (VAT inclusive) per Document, to be collected at the Supply Chain Management Office, 1400 Hospital Road, Umzimvubu Goats Complex, Mount Ayliff, 4735. All Bidders are required to attach proof of payment receipts on their document when submitting bids.

To receive copies via email after payment, payment to be made at ANDA Bank Account, FNB Bank Cheque Account: 622 152 90 355 (& please quote your company name as the reference), kindly send an email to makhatham@anda.org.za to obtain the tender document (& please make sure you attach proof of payment, and state the project name of the document you are requesting). Alternatively, tender documents will be available at Alfred Nzo Development Agency.

BID ENQUIRIES

Enquiries should be directed to LED Manager: Mr Sibonelo Tshonga 039 492 0011 / 060 551 6068 email: tshongas@anda.org.za and SCM related enquiries should be directed to Ms Olona Sompao on 0394920011 / 066 440 7301 or email: sompao@anda.org.za



Ms N. Maloi
Acting Chief Executive Officer