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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

14 OCTOBER 2020

THE APPOINTMENT OF A SERVICE PROVIDER FOR THE PROVISION OF RURAL ECONOMIC TRANSFORMATION INITIATIVE: TRAINING ON AGRICULTURE VALUE CHAIN AND MARKET LINKAGES

BID NO: ANDA 15/2020/2021

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 seeks the services of a registered Service Provider to provide the training in Wholesale and Retail SMME of the recruited learners as per the allocation by the Wholesale and Retail Sector Education.

Notes to Prospective Bidders/compulsory 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
- Valid Tax Clearance Certificate and/or Pin should be attached
- Certified copy of B-BBEE Level Certificate issued by a Verification Agency accredited by Services Seta or a Sworn Affidavit in relation to the BBBEE status of the company.
- Joint Venture agreement (where applicable) should be in JV Agreement format
- Company profile with traceable references.
- W&R Seta Accreditation in Wholesale & Retail SMME Operations
- 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.
- Copies of ID Documents and all submitted certificates must be certified with a certification that is not older than 3 months.
- Letter of good standing from the Bank for all the tender price above R10 million.
- The bid will be evaluated according to the preferential procurement model in the Preferential Procurement Policy Framework Act.

- All bidders are required to submit MBD 1, 4, 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 bids/proposals will be evaluated on the basis of the Preferential Procurement Policy Framework Act (Act No.5, 2000), and the regulations pertaining thereto (2017), 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 – Functionality

Stage 2 – Price and BBBEE Points

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 - FUNCTIONALITY	
Functionality	100
• Previous Experience	30
• Capacity and Expertise	70
STAGE 2 OF EVALUATION – PRICE & PREFERENTIAL POINTS	
Price	80
B-BBEE Certificate	20
TOTAL	100

Breakdown of Functionality

PREVIOUS EXPERIENCE	30
Company Experience with respect to similar projects	Weighting
Traceable record for successful completion of a minimum of 04 or more Trainings of Wholesale and Retail SME operations Level 2 for Municipality, Development Agency, Individual Businesses and for private organisations (training school / academy) (Submit at least Four (4) letters of reference on the relevant letterhead and signed by the	30

<p>referring organization. Letters must indicate how many learners were trained and the budget. Attach 2 x SOR's or Certificates per project as proof that the learners were evaluated and certificate issued)</p>	
<p>Traceable record for successful completion of a minimum of 03 but not more than 4 Trainings of Wholesale and Retail SME operations Level 2 for Municipality, Development Agency, Individual Businesses and for private organisations (training school / academy)</p> <p>(Submit at least three (3) letters of reference on the relevant letterhead and signed by the referring organization. Letters must indicate how many learners were trained and the budget. Attach 2 x SOR's or Certificates per project as proof that the learners were evaluated and certificate issued)</p>	20
<p>Traceable record for successful completion of a minimum of 02 but not more than 3 Trainings of Wholesale and Retail SME operations Level 2 for Municipality, Development Agency, Individual Businesses and for private organisations (training school / academy)</p> <p>(Submit at least two (2) letters of reference on the relevant letterhead and signed by the referring organization. Letters must indicate how many learners were trained and the budget. Attach 2 x SOR's or Certificates per project as proof that the learners were evaluated and certificate issued)</p>	10
<p>Traceable record for successful completion of a minimum of 01 but not more than 2 Trainings of Wholesale and Retail SME operations Level 2 for Municipality, Development Agency, Individual Businesses and for private organisations (training school / academy)</p> <p>(Submit at least one (1) letters of reference on the relevant letterhead and signed by the referring organization. Letters must indicate how many learners were trained and the budget. Attach 2 x SOR's or Certificates per project as proof that the learners were evaluated and certificate issued)</p>	5
<p>Maximum Weighting</p>	30

CAPACITY AND EXPERTISE TO UNDERTAKE THE PROJECT (50)	Weighting
<p>Management:</p> <p>Project Leader with NQF Level 6/ Degree / Diploma Qualification in the Business Management /Marketing / Development studies / Economics and Entrepreneurship.</p> <p>At least a 5-years working experience in training, Programme/project development.</p> <ul style="list-style-type: none"> • A solid knowledge in entrepreneurship/ SMME sector and work experience. • A good knowledge of and familiarity with national and regional strategies, policies and priorities for SMME development in Alfred Nzo Region. • Language capabilities to function in both English and Xhosa <p>(Attach CVs and certified copies not older 3 months for all qualifications for project team. The bidders must clearly index and label the Management CV's of not more five pages.)</p>	20
Experience and Qualification of facilitators responsible for the project	
<p>Team members to be accredited with (ETDP SETA/ W&RSETA)</p> <ul style="list-style-type: none"> • 4 x Accredited Facilitators <p>(Attach CV's and copies of facilitators certified accreditation certificate, ID and qualifications with experience in the field. The bidders must clearly index and label the Facilitators CV's of not more three pages.)</p>	10
<ul style="list-style-type: none"> • 2x Accredited Assessors (internal and external) <p>(Attach CV's and copies of facilitators certified accreditation certificate, ID and qualifications with experience in the field. The bidders must clearly index and label the Facilitators CV's of not more three pages.)</p>	10

<ul style="list-style-type: none"> • 2 x Accredited Moderators (Internal and external) <p>(Attach CV's and copies of Moderators certified accreditation certificate, ID and qualifications with experience in the field. The bidders must clearly index and label the Moderators CV's of not more three pages.)</p>	10
<p>Company to be accredited with W&R Seta on Training of Wholesale and Retail SME Operations Level 2</p> <p>(Attach an accredited certificate with W&R Seta on Wholesale and Retail SME Operations Level 2)</p>	20
Total Maximum Weighting	70

SUBMISSION OF QUOTATIONS

The completed quotations must be submitted in a sealed envelope endorsed with the Bid No: **ANDA 15/2020/2021, THE APPOINTMENT OF A SERVICE PROVIDER FOR THE PROVISION OF RURAL ECONOMIC TRANSFORMATION INITIATIVE: TRAINING ON AGRICULTURE VALUE CHAIN AND MARKET LINKAGES** and closing date. 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 **05 November 2020**. The submissions will be opened in public. Emailed or faxed quotations will be disqualified, Alfred Nzo Development Agency reserves the right to accept or not to appoint service provider.

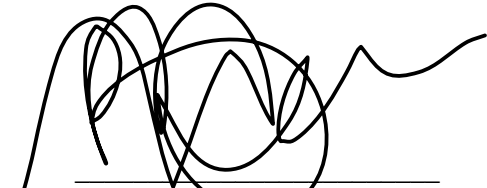
DOCUMENTATION

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 Project Coordinator: Ms Funeka Nketshisa 039 492 0011 / 060 960 9654 email: nketshisaf@anda.org.za and SCM related enquiries should be directed to SCM manager: Ms Olona Sompao on 0394920011 or email: sompao@anda.org.za



Ms M. Bamdeni
Chief Executive Officer