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*Better District, Better Life and Growth for all.*

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

## TERMS OF REFERENCE

### SUPPLY & DELIVERY OF SHEEP SHEARING EQUIPMENT

**Issued and prepared by:**

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## **1. BACKGROUND AND OVERVIEW OF THE PROJECT**

### **1.1 PURPOSE**

These terms of reference outlines ANDA's intention to recruit suitable service provider for procurement, supply and delivery of sheep shearing equipment in line with the scope of work. Livestock in Alfred Nzo is one of the sectors that make a sizeable contribution to employment. The successful service provider shall perform the required services in line with high quality standards and shall follow all the scope of work as well as deliverables indicated in this TOR.

### **1.2. BACKGROUND**

There are different types of sheep breeds in South Africa ranging from the indigenous, locally developed and to the recognised exotic sheep breeds. Sheep in South Africa are found in intensive, semi-intensive and extensive production systems. It is very important to farm with an appropriate breed type that is well-adapted to the local production environment and production system. This programme thus proposes the following to exploit the opportunities in the sector:

This project will be implemented through support of up to 4 Wool growers associations with shearing equipment in 4 different Local Municipalities of the District. This will expose communal wool farmers to modern livestock farming technologies and allow them to learn new and optimal production practices for successful enterprises.

The programme seeks to develop communal farmers and black smallholder fibre producers to join the commercial animal fibre production value chain which will contribute to inclusivity and stability in the sector as the NDP Vision 2030. Jobs will be created, rural economy will be enhanced which can lead to reduced unemployment, improved rural development and better quality of life of currently poor smallholder communities.

## **2. PROJECT OBJECTIVES**

This Request for Proposals seeks to invite prospective service provider(s) to submit a quotation for supply and delivery of sheep shearing equipment.

## **3. SCOPE OF WORK**

Competent service providers are hereby invited to submit proposals to supply sheep shearing equipment within a period of 1 month. A service provider is sought to undertake the following:

- Procurement and distribution of shearing equipment to selected Farmer associations in 4 Local Municipalities across the District(Mbizana, Umzimvubu, Matatiele and Ntabankulu)

- The service provider shall deliver these shearing equipment to selected Farmer associations in 4 Local Municipalities across the District within 30 days after receiving official order.
- All shearing equipment delivered must have at least One (1) year warranty which is to be effective on the date that ANDA takes possession of the equipment and must be stipulated on the quote
- The service provider shall provide full details of the equipment warranties/guarantees
- Any damaged items as a result of manufacture or acquisition, transportation, storage and delivery must be replaced with new and unused item
- The service provider shall provide a call center number to be used by ANDA for any technical queries.
- The service provider shall provide owner's manual and service schedule as a standard at no additional cost with the equipment.

**NB: Kindly consult annexures for a detailed specification**

#### **4. Project Methodology**

The service provider must provide a detailed outline on how the scope of work is to be achieved.

- To draft a project proposal that should detail the methodology or approach of the project including project activities, and budget allocated thereto and depicts time frame for each activity where the overall project duration will be for a period not more than 1 month.

#### **5. Project Deliverables/Milestones**

On conclusion of the project the following deliverables must have been achieved:

- Sheep shearing equipment procured and distributed to selected wool associations in 4 Local Municipalities in line with the scope of work as well as detailed specification.

#### **6. MINIMUM MANDATORY SUBMISSION REQUIREMENTS**

In order to complete the project successfully ensure quality in the output. The following minimum submissions will be required from service provider(s) submitting proposals. Failure to adhere to this format requirement will lead to the bid being regarded as non-compliant.

- Clear financial breakdown of a proposed cost / commercial offer on the required equipment in line with detailed Specification.
- Company profile indicating the core activities and number of years the service provider has been involved in similar services

- The company must have a minimum of three (3) year's proven track record and experience in the following: Livestock/Animal Production, Animal Health and genetics. (three contactable reference letters must be attached)
- The company must have an employee/Director registered with South African Veterinary Council (SAVC) as a Certified Veterinarian Professional (**Attach proof of registration and employment**)
- Service provider to provide the full specification of the equipment they quoted on

## **7. COMPLIANCE REQUIREMENTS**

Note to Prospective Bidders: Compulsory submissions (Failure to submit any of the following will result in disqualification).

- Valid SARS pin number confirmation certificate to be included.
- 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
- Copies of ID Documents and all submitted certificates must be certified with a certification that is not older than 3 months.
- The bid will be evaluated according to the Preferential Procurement Regulations 2022
- Company profile with traceable references
- Joint Venture agreement should be in JV agreement forma (If applicable)
- All bidders should complete MBD 1, MBD 4, MBD 8, MBD9
- All prospective service providers of goods and services and infrastructure procurement are to be registered on Central Database in order to do business with all organs of state in the Republic of South Africa.

## **8. SELECTION AND EVALUATION CRITERIA**

ANDA subscribes to the Preferential Procurement Regulations 2022, pertaining to the Preferential Procurement Policy Framework Act (PPPFA) principles whereby a bidder's submission will be evaluated according to the sum of the award of points in respect of the tender value and Specific Goals.

Price and Preference goal 3 will be used for evaluation. The 80/20 preferential point system will be applicable, with 80 points for price and 20 points for Specific Goals.

**The bids will be evaluated in two stages, namely:**

- **Stage 1- Minimum compliance and mandatory responsiveness criteria**
- **Stage 2 - Price and Preference Point system (Goal 3)**

Bids will be evaluated in terms of the SCM Policy of Alfred Nzo Development Agency and shall be applied as follows: -

All proposals received shall firstly be evaluated on Minimum compliance and mandatory responsiveness criteria and then after the Preference Point system will be applicable.

The submitted proposals are to be evaluated using the 80/20 preference points system in accordance with the PPPFA guidelines. Based on this system the points will be allocated as follows:

- **Price – 80%**
- **Specific Goal 3 – 20%**

Only service provider(s) that can demonstrate the required experience and skills relating to the execution of this project will be considered. The following criteria will be taken into account for the appointment of a successful Service provider(s).

ITEM	WEIGHT
<b>STAGE 1</b> In this stage all proposals received will be verified for compliance and completeness as per set of the minimum requirements listed under section 6 and 7. Service Providers who comply with the listed requirements progresses to the next phase of bidder(s) price and preference evaluation requirements.  <b>NB: Only bidders who fully comply with minimum requirements progress to the next stage</b>	100%
<b>STAGE : PRICE &amp; PREFERENCE POINTS</b>	
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	8
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
Business owned more than 50% by Disabled	Attach signed letter from Health practitioner	2
<b>TOTAL WEIGHT</b>		<b>20%</b>

## 9. TIMEFRAME

The project time framework will be 1 month from the date of appointment of the service provider.

## **10. SUBMISSION OF BIDS**

Proposals must be placed in a sealed envelope and clearly marked: “**Project proposal – Appointment of Service Provider for Supply and Delivery of Sheep Shearing Equipment**” and placed in the tender box in the Alfred Nzo Development Agency not later than 12H00 on the .....**May 2023**. Bidders are requested to ensure that their proposals include; Company Registration, a Tax Clearance Certificate/pin. In the case of a Consortium/Joint Venture every member must submit a separate Tax Clearance Certificate with the bid documents.

For any queries regarding this tender, please contact Mr S. Tshonga at telephone number 039 492 0011/060 551 6068 during office hours.

**AUTHORISED BY:**



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Mr N.R Xolo



**ACTING CHIEF EXECUTIVE OFFICER**

## ANNEXURE





### DETAILED SPECIFICATION

#### SHEEP SHEARING EQUIPMENT

**Table 1. Sheep Shearing Project Activity breakdown**

ITEM Name	Description	QUANTITY
Single phase electric Wool Presser	Wool Press: Single Operational requirement: Electrical/Hydraulic/Gearbox	4
Sorting Tables	Wool Piece picking table 2mx2m (Mesh Top) 	8
	Wool Table 3mx1.5m (Mesh Top) 	
Flat platform scale	Electronic digital platform scale 600kg	4
Sheep Conveyors	3meter long with 2 x AC motors driven by VSD. The width should be adjustable according to size of the sheep. <b>CAN NOT BE USED FOR SHEARING, BUT FOR OTHER PAHC SUCH AS DRENCHING, TAIL DOCKING, HOOF TREAMING AND DIPPING</b>	4
Sheep Shears	Hand Sheep Shears.	20



	<p>Preferred Model: Drummer boy – 6.5” blade</p> 	
Wool Bins	<p>Wool Bin Complete 1.8mx1.2mx1.2m</p> 	24
Movable wool bins	<p>Wool Basket on Wheels 600x600x600mm</p> 	12
Nylon wool packs	<p>Standard sized wool bales. 70cm x 70cm (27.6in x 27.6in) x 98cm (38.6in) and have 46cm (18.1in) flaps. Pack of 50.</p>	4 Packs
Wool clips	<p>Wool Bag Handling Hooks</p> 	4 Packs
Wound and Infection Treatment Spray	385 ml	20
Transport Cost		
Vat		
<b>Total</b>		