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

[www.anda.org.za](http://www.anda.org.za)



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

**19 March 2020**

## **RE-ADVERT FOR THE APPOINTMENT OF A SERVICE PROVIDER FOR THE IMPLEMENTATION OF SKILLS FOR DISTRICT ECONOMIC DEVELOPMENT PROGRAMME**

**BID NO: ANDA 18/2019/2020**

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 to submit quotations for the implementation of skills for district economic development programme.

### **Compulsory Briefing Session**

A compulsory briefing session will be held as follows:

- 25 March 2020
- Time: 10H00
- Venue: ANDA Boardroom

### **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 or sworn affidavit
- Joint Venture agreement (where applicable)
- Company profile with traceable references.
- 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](http://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 (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
<b>STAGE 1 OF EVALUATION - FUNCTIONALITY</b>	
<b>Functionality</b>	<b>100</b>
• Previous Experience	30
• Capacity and Expertise	70
<b>STAGE 2 OF EVALUATION – PRICE &amp; PREFERENTIAL POINTS</b>	
<b>Price</b>	<b>80</b>
<b>B-BBEE Certificate</b>	<b>20</b>
<b>TOTAL</b>	<b>100</b>

Breakdown of Functionality

Bidder's relevant experience and track record	Weight (100)
References	Weight
Traceable record for successful completion of a minimum of 03 or more Trainings on Mixed Farming System Level 2 for Municipality, Development Agency, private or public organisation  <b>(Submit at least three (3) Contract Award or Appointment Letters or letters of reference on the relevant letterhead and signed by the referring organization. Letters must indicate how many learners were trained and the budget)</b>	30
Traceable record for successful completion of a minimum of 02 but not more than 03 Trainings on Mixed Farming System Level 2 for Municipality, Development Agency, private or public organisation  <b>(Submit at least three (2) Contract Award or Appointment Letters or letters of reference on the relevant letterhead and signed by the referring organization. Letters must indicate how many learners were trained and the budget)</b>	20

Traceable record for successful completion of a minimum of 01 but not more than 02 Trainings on Mixed Farming System Level 2 for Municipality, Development Agency, private or public organisation	10
<b>(Submit at least three (1) Contract Award or Appointment Letters or letters of reference on the relevant letterhead and signed by the referring organization. Letters must indicate how many learners were trained and the budget)</b>	
<b>Total Maximum Weighting</b>	<b>30</b>
<b>CAPACITY AND EXPERTISE TO UNDERTAKE THE PROJECT (50)</b>	<b>Weighting</b>
<b>Management:</b> Project Leader with NQF Level 6 / Degree / Diploma Qualification in the Agriculture Management / Economics or Mixed Farming System Management. <b>(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.)</b>	20
<b>Experience and Qualification of facilitators responsible for the project</b>	<b>Weight</b>
1 x Accredited Facilitators: Team members to be accredited with ETDP SETA and ETQA on agricultural qualification.  <b>(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 than three pages.)</b>	10
2x Accredited Assessors (internal and external) (ETDP SETA and ETQA on agricultural qualification).  <b>(Attach CV's and copies of assessor 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 than three pages.)</b>	10

2 x Accredited Moderators (Internal and external) Team members to be accredited with ETDP SETA and ETQA on agricultural qualification.  <b>(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 than three pages.)</b>	<b>10</b>
Company to be accredited with AgriSeta on Mixed Farming System Level-2 <b>(Attach an accredited certificate with AgriSeta on Mixed Farming System Level-2)</b>	<b>20</b>
<b>Total Maximum Weighting</b>	<b>70</b>

## SUBMISSION OF PROPOSALS

The completed proposal must be submitted in a sealed envelope endorsed with the Bid No: **ANDA 18/2019/2020 RE-ADVERT FOR THE APPOINTMENT OF A SERVICE PROVIDER FOR THE IMPLEMENTATION OF SKILLS FOR DISTRICT ECONOMIC DEVELOPMENT PROGRAMME**. 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 **20 April 2020**. The submissions will be opened in public. Emailed or faxed proposal 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.

Please note: All service providers who submitted bids are encouraged to re submit 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](mailto: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: Mrs. N. Dandala 039 492 0011 / 071 676 0810 email: dandalan@anda.org.za and SCM related enquiries should be directed to Finance Manager: Ms Zethu Mketsu on 0394920011 / 076 402 9306 or email: [mketsuz@anda.org.za](mailto:mketsuz@anda.org.za) / [makhatham@anda.org.za](mailto:makhatham@anda.org.za)

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke extending to the right.

Ms M. Bambeni  
Chief Executive Officer