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Better District, Better Life and Growth for all.

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Alfred Nzo Development Agency SOC Ltd
Reg nr: 2508/000003/20

TERMS OF REFERENCE

APPOINTMENT OF SERVICE PROVIDER FOR IMPLEMENTATION OF SHEEP FARMING PROGRAMME

Issued and prepared by:

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1. BACKGROUND AND OVERVIEW OF THE PROJECT

1.1 BACKGROUND

These terms of reference outlines ANDA's intention to recruit suitable service provider for implementing a Sheep Farming Programme in the Alfred Nzo District and also highlights the program's scope of work for implementation to ensure its success and sustainability. Livestock in Alfred Nzo is one of the sectors that make a sizeable contribution to employment.

ANDA seeks for service provider for implementation of a comprehensive Sheep Farming programme in Alfred Nzo that will create a value chain between livestock production and improvement to the market. There are different types of sheep breeds in South Africa ranging from the indigenous, locally developed and to the recognized 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:

- Implementation of a comprehensive Sheep Farming Programme that will create a value chain between livestock production and improvement, which will involve the following elements;
- Genetic Improvement
- Disease Prevention
- Wool production
- Provision of capacity building
- Market access
- Provision of infrastructure equipment

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.

Interventions through this project will improve the quality of the genetic breed and will have a positive impact on animal productivity such that there will be improved conception rates, lambing and kidding rates and constant supply of animal fibres to the commercial markets.

2. PROJECT OBJECTIVES

The ultimate beneficiary for this project will be all categories of farmer's subsistence, smallholder and commercial from ANDM that will participate in the programme. It is envisaged that the programme will also benefit the greater community of ANDM through employment creation.

A Service Provider is required for implementation of the Sheep Farming Programme. The scope must include sheep improvement, vaccinations and treatment of diseases. Capacity building and mentorship. The work should also indicate appropriate mechanism for implementation, market access and monitoring

3. SCOPE OF WORK

Competent service providers are hereby invited to submit proposals to implement sheep farming project for a period of 5 months. A service provider is sought to undertake the following:

- Procurement and distribution of 80 rams Dohne Marino and 40 ewes of Dohne Marino to selected farmers
- Provision of Veterinary services such as vaccinations and treatment of diseases/prevention
- Development of an annual immunization schedule/calendar for both Rams and Ewes
- Ensure farmers participating in the sheep farming programme are provided with capacity building to enhance their skills and knowledge (Disease prevention and treatment, Record keeping)
- Provide technical support (e.g. Farmer verification, propose environment friendly sheep category per site area)
- Develop a detailed value chain analysis and market access for the identified sheep commodity

NB: Kindly consult annexures for a detailed activity schedule (detailed specification). A non- compulsory briefing session will be held to clarify the scope of work with prospective bidders on the 8th November 2022 via Microsoft Teams: <https://teams.live.com/joinmeeting/9419136965584>

4. Project Methodology

The service provider must provide a detailed outline of the methodology to be used detailing how each of the deliverables and 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, detailed value chain analysis of all identified sheep commodity and budget allocated thereto and depicts time frame for each activity where the overall project duration will be for a period not more than 5 months.
- The appointed Service Provider as part of his/her Project Management services, will have to compile a monthly report on the implementation of Sheep Farming Programme.

5. Project Deliverables/Milestones

The final project deliverables to be produced on a phased basis over a stipulated period. In accordance with the scope of work, the professional service provider will submit and make oral presentations on the following output and deliverables to the entity.

On conclusion of the project a final report is to be delivered containing each of the following:

- 80 rams Dohne Marino and 40 ewes of Dohne Marino procured and distributed to selected farmers
- Veterinary services such as vaccinations and treatment of diseases/prevention provided to all selected farmers
- Annual immunization schedule/calendar for both Rams and Ewes developed
- Capacity building on Disease prevention and treatment and Record keeping provided
- Technical support provided
- Report of clear value chain analysis and market access for the identified sheep commodity
- Monthly progress reports submitted and presented at Project Steering Committee meetings.
- Close out report with appropriate recommendations and an indication of jobs created in the project submitted.

6. REPORTING PROCEDURE

It is expected that regular progress reports will be submitted to ANDA and further presented to the PSC on a monthly basis. The Project Manager has the right to change the frequency of reporting as and when necessary. Progress reporting will be undertaken in terms of documented reporting and in a presentation format at PSC meetings. It is further expected that regular site visits be undertaken by the service provider together with ANDA official and Agriculture extension officer

A report of the site visit should be submitted thereof, with signatures of each stakeholder present in the ANDA Reporting template. The Service Provider will report to the Project Steering Committee. Progress report will be required for every milestone or deliverable of the project as per the project proposal.

7. STAKEHOLDERS CONSULTATION

The successful service provider will be required to undertake stakeholder consultations and engagements as it is a vital and an ongoing requirement to ensure support and buy-in towards the successful completion of the project. Furthermore, as stipulated under the Scope of Work, the project proposal should cover how the service provider will approach the component of stakeholder consultation and the following stakeholders should form part of the engagements.

NO.	ROLE PLAYER	KEY PERSONNEL	RESPONSIBILITY
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NPM

	ANDA	MMC	Lead and chair the social facilitation and official handover sessions
		ANDA Officials	Coordinate social facilitation and official handover sessions
		ISD Officials	assist in coordination of social facilitation sessions
2.	Local Municipalities	LED Officials	Assist in coordination of social facilitation and official handover sessions
3.	Political leadership	Ward Councillor/Ward Committee Member	Assist in mobilizing community members and social facilitation
4.	DRDAR	Extension Officers	Ward Extension Officer to provide technical support to the project
5.	Project beneficiaries	Beneficiaries	All project beneficiaries to be present during social facilitation sessions and official handover sessions
6.	Traditional Council	Chief/ headman	Form part of the social facilitation sessions

The project is to be coordinated and managed by Programmes unit of ANDA. A Project Steering Committee (PSC) made of ANDA officials and other key stakeholders as stipulated in table above will oversee project implementation and facilitate inter – governmental coordination. The progress reports from the service provider will have to be submitted to ANDA and further presented to Project Steering Committee where a process of verification will take place prior to the approval of invoices submitted by the service provider. Ideally prior to the sitting of a PSC meeting, a technical verification of work claimed by the service provider, must be undertaken by ANDA officials and some members of the PSC to ensure that ANDA is able to approve claims made by the service provider. The appointed service provider will claim according to or in line with the invoicing schedule that will be provided to the ANDA by the appointed party. It is important to note that ANDA has a right to change the scope of work as and when necessary.

8. COMPETENCY / EXPERTISE REQUIRED

In order to complete the project successfully ensure quality in the output. The following minimum expertise and competencies will be required from service provider(s) submitting proposals:

- Team Leader with South African Qualification Association (SAQA) accredited degree equivalent to NQF Level 7 qualification in Agricultural studies/ Animal Health / Livestock/Animal Production
- The company must have a minimum of five (5) year's proven track record and experience in the following: Livestock/Animal Production, Animal Health and genetics.
- The team must consist a minimum of 2 members with at least National Diploma (NQF Level 6) in the following fields: - Animal Health, Livestock/Animal Production

- As a qualification matter, the service provider submitting proposal must provide a portfolio of evidence with at least three contactable references where the service provider undertook similar work in the past.
- In addition, the core team must possess experience in Agriculture, Animal Health and genetics, Livestock Production
- One Team Member to be registered with South African Council for Natural Scientific Professions (SACNSP) as a Certified Natural Scientist or Candidate Natural Scientist

9. SELECTION AND EVALUATION CRITERIA

The proposals will be evaluated in two stages, namely:

- Stage 1- Functionality
- Stage 2- BBBEE Points

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
STAGE 1 OF EVALUATION – FUNCTIONALITY	100
• Capacity and Expertise	50
• Previous Experience and proven track record	50
STAGE 2 OF EVALUATION –PREFERENTIAL POINTS	100
PRICE	80
BBBEE POINTS	20

10. TIMEFRAMES

The project time framework will be 5 months from the date of appointment of the service provider.

11. SUBMISSION OF BIDS

Proposals must be placed in a sealed envelope and clearly marked: **“Project proposal – Appointment of Service Provider for Implementation of Sheep Farming Programme”** and placed in the tender box in the Alfred Nzo Development Agency not later than 12H00 on the **22 November 2022**. Bidders are requested to ensure that their proposals include; Company Registration, a Tax Clearance Certificate/pin and BBBEE Certificate/affidavit. In the case of a Consortium/Joint Venture every member must submit a separate Tax Clearance Certificate with the bid documents.

ITEM	Weight
STAGE 1 OF EVALUATION – FUNCTIONALITY	
Functionality	100
Capacity and Expertise of key personnel	50
<ul style="list-style-type: none"> • Team Leader with South African Qualification Association (SAQA) accredited degree equivalent to NQF Level 7 qualification in Agriculture/ Animal Health and genetics/ Livestock or Animal Production • Two team members in possession of SAQA accredited NQF Level 7 in: <ul style="list-style-type: none"> • Animal Health (10) • Livestock/Animal Production (10) • One Team Member to be registered with South African Council for Natural Scientific Professions (SACNSP) as a Certified Natural Scientist or Candidate Natural Scientist <p>Attach relevant cv and certificates, certified within the last 3 months.</p>	<p>20</p> <p>20</p> <p>10</p>
Previous Experience and proven track record	(50)
<ul style="list-style-type: none"> • Traceable record for successful completion of a minimum of 05 or more projects in Livestock/Animal Production, Animal Health to the value of R200 000.00 each. • Traceable record for successful completion of a minimum of 04 or more projects in Livestock/Animal Production, Animal Health to the value of R200 000.00 each. • Traceable record for successful completion of a minimum of 03 or more projects in Livestock/Animal Production, Animal Health to the value of R200 000.00 each. • Traceable record for successful completion of a minimum of 02 or more projects Livestock/Animal Production, Animal Health to the value of R100 000.00 each. • Traceable record for successful completion of a minimum of 01 project Livestock/Animal Production, Animal Health to the value of R100 000.00 each. <p><i>NB: Appointment letter(s) and satisfactory letter(s) from previous clients. Contactable References with the project name and description must be attached. The ANDA Assessment Bidder Form must be completed, stamped and signed by previous employer as a means of verifying references for each project undertaken. If 4 projects were done, 4 Assessment bidder forms must be completed and the appointment letters must also be attached.</i></p>	<p>50</p> <p>40</p> <p>30</p> <p>20</p> <p>10</p>
STAGE 2 OF EVALUATION – PREFERENTIAL POINTS	
PRICE	80
BBBEE POINTS	20
TOTAL	100

12. 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.
- Certified copies of BBBEE certificate or a Sworn Affidavit
- 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 model in the Preferential Procurement Policy Framework Act. The bidders' attention is drawn to Form MBD 6.1. Failure to submit will result in zero points score for BBBEE status level
- Company profile with traceable references
- Joint Venture agreement should be in JV agreement format
- Letter of good standing from the Bank
- 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.

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:



Ms N. Maloi

ACTING CHIEF EXECUTIVE OFFICER

NSM

ANNEXTURE 1

DETAILED SPECIFICATION

SHEEP FARMING PROGRAMME

Table 1. Sheep Farming Project activity breakdown

SHEEP DESCRIPTION	TYPE/VARIETY TO BE PROCURED AND DELIVERED	UNIT	QUANTITY	UNIT PRICE	TOTAL COST
Rams	Dohne Merino	+/- 55 kg	80		
Ewes	Dohne Merino	+/- 50 Kg	40		
Vaccination and disease prevention	SUPAVAX VACCINE	200ml	120		
	Pulpyvax	200ml	120		
	Anthravax	200ml	120		
	Chlamysure (Chlamydia)	200ml	120		
	Ivomec	200ml	120		
	Dectomax	200ml	120		
	Ivermax	200ml	120		
	Valbantel	200ml	120		
	Hitet	200ml	120		
	Deadline dip	200ml	120		
	Injection Syringe and needle		120		
Transport Cost					
Management fee					
Vat					
Total					

MSM