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Invitation to Submit Bids

Bid Number: SAMRC/GIPD-PKIC/2024/03 & BMZ Ref Number: 202168730

Provision of Project Implementation Consultancy Services (KFW Financial Cooperation)

The Government of the Republic of South African through its Department of Science and Innovation (“DSI”) has received grant funding support from the Government of the Federal Republic of Germany through its KfW Development Bank (“KfW”) for the support of vaccine development and production in South Africa (the “Project”).

The South African Medical Research Council (“SAMRC”) has been appointed as the Project Executing Agency for the Project.

SAMRC now invite bids from suitably qualified, technically competent and experienced service providers for the “Provision of Implementation Consultancy Services (KFW Financial Cooperation) Project”.

The rules of the present tender should be read with latest version of the KfW Guidelines for the Assignment of Consultants in Financial Co-operation with Developing Countries available at (www.kfw.de). Kindly note that the prerequisites for disbursements for this assignment are not yet finalized. Any contractual commitment related to this tender procedure is subject to the readiness of disbursement of funds for this assignment.

A non-compulsory virtual briefing session will be held on **13 August at 14H00 (SAST)**. Prospective supplier(s) that wish to attend the briefing session must email their Microsoft Teams credential to: tenders@mrc.ac.za prior to the meeting.

The Tender should be submitted in one package containing two sealed envelopes:

- One sealed envelope with the “Technical Proposal” and a USB flash drive containing the technical proposal.
- One sealed envelope with the “Financial Proposal”.

No financial information shall be contained in the Technical Proposal.

The package shall display the following information:

- the address where Tenders have to be sent;
- the title of the call for Tenders such as indicated in the invitation letter;
- the Tenderer’s name;
- the following words clearly visible: “Call for Tenders – Not to be opened”.

The closing date for the bid shall be 12:00(SAST) on 16 September 2024.

Completed bids must be submitted bearing the bidder’s company name, address, bid description, and number, and hand-delivered to: South African Medical Research Council, Tender Box No. 2, Francie van Zijl Drive, Parow Valley, Tygerberg, 7580, Western Cape; and must arrive before the closing date and time. Late, faxed, or e-mailed bids will not be accepted.

One (1) original hard copy of the completed bid document and 1 USB flash drive containing full and same tender information as in the hard copy (PDF format) must be submitted.

Alternatively, bidder(s) can submit their completed bid proposal in two separate files i.e. one for the “Technical Proposal” and one for the “Financial Proposal” with supporting documents through the SAMRC website ([Current Tenders | South African Medical Research Council \(samrc.ac.za\)](http://www.samrc.ac.za)) before the closing date and time.

Responsive bids will firstly be evaluated by evaluating the Technical Proposal on functionality and thereafter the Financial Proposal on an 80/20 preference point system in terms of the Preferential Procurement Policy Framework Act (Act 5 of 2000) and Preferential Procurement Regulations, 2022.

Please note that:

- This bid is valid for one hundred and twenty (120) days after the closing date for the submission of bids.
- It is **compulsory** that bidders obtain bid documents, available for downloading on the SAMRC website (<https://tenderportal.samrc.ac.za/Tenders>) from **02 August 2024 to 16 September 2024**. No hardcopy bid document will be issued by the SAMRC.
- Bidders must register on the National Treasury’s Central Supplier Database (CSD) prior to submitting bids, by login onto <https://secure.csd.gov.za/>. With effect from 1 July 2016, SAMRC may not award any bid to supplier not registered as prospective supplier on CSD. Submit with this bid your CSD supplier number and unique registration reference number for SAMRC to verify your company’s registration on CSD.
- Negotiations for the bid award will only be concluded with the qualifying bidder(s) who is/are registered on the CSD and whom key information outlined in this bid document is in order.
- Bidder(s) are **required** to submit 1 original hard copy documents and 1 USB flash drive with full information as per original hard copy (PDF format), as indicated above in this advert.
- Failure to comply with all submission requirements such as the USB for traditional submission and others will lead to disqualification of the bidder(s).
- The SAMRC is not compelled to accept the lowest or alternative bid and reserves the right to accept part or the whole of any bid or cancel the bid.
- Bidder(s) must be able to supply all the required items as indicated in the bid specifications;
- Documents and USB flash drives submitted on time by bidders shall not be returned.
- Appointment will be subject to the successful bidder agreeing to sign a Service Level Agreement with the SAMRC to adhere to the terms and conditions set out in the bid document.
- It is envisaged that SAMRC will conclude the service contract with successful bidder for a period of 36 months, reviewed annually based on performance and budget availability which may be extended for a further period of up to 24 months at discretion of the SAMRC discretion.
- All tender progress/results will be updated on the SAMRC website <http://www.samrc.ac.za/tenders-or-scm/current-tenders>; therefore no regret letters will be issued.

All technical enquiries may be directed in writing to Sumaya Behardien (sumaya.behardien@mrc.ac.za) and any other enquiries related to the bid process may be directed in writing to Supply Chain Management (tenders@mrc.ac.za). The bid number should be quoted in all correspondence. No telephonic enquiries will be responded to.