KZN GROWTH FUND
Inspired Investing

KZN GROWTH FUND TRUST

REQUEST FOR QUOTATION (RFQ)

RFQ REFERENCE NUMBER – KGFT RFQ 2021-011

APPOINTMENT OF A TECHNICAL ADVISOR FOR THE KZN GROWTH FUND TRUST

Closing date : 16 September 2021

Time : 12:00 am

Submission format : email accounts@kzngf.co.za

Name of the respondent: .....

Late bids will not be accepted

PART A - INVITATION TO BID

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF KZN GROWTH FUND TRUST					
BID NUMBER:	**KGFT –RFQ 2020/011**	**CLOSING DATE:**	16 September 2021	**CLOSING TIME:**	12H00 pm
DESCRIPTION	APPOINTMENT OF A TECHNICAL ADVISOR FOR THE KZN GROWTH FUND TRUST				

BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID BOX SITUATED AT :

accounts@kzngf.co.za

BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO		**TECHNICAL ENQUIRIES MAY BE DIRECTED TO:**	
CONTACT PERSON	**Sijabulile Ntshangase**	CONTACT PERSON	
TELEPHONE NUMBER	**031 372 3720**	TELEPHONE NUMBER	
E-MAIL ADDRESS	**accounts@kzngf.co.za**	E-MAIL ADDRESS	

SUPPLIER INFORMATION					
NAME OF BIDDER					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
FACSIMILE NUMBER	CODE		NUMBER		
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER					
SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:		**OR**	CENTRAL SUPPLIER DATABASE No:	MAAA
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE	TICK APPLICABLE BOX] ☐ Yes ☐ No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT	[TICK APPLICABLE BOX] ☐ Yes ☐ No	

[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]

ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	☐Yes ☐No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR **THE GOODS /SERVICES /WORKS OFFERED?**	☐Yes ☐No [IF YES, ANSWER THE QUESTIONNAIRE BELOW]

QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)?	☐ YES ☐ NO
DOES THE ENTITY HAVE A BRANCH IN THE RSA?	☐ YES ☐ NO
DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA?	☐ YES ☐ NO
DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA?	☐ YES ☐ NO
IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION?	☐ YES ☐ NO

IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 BELOW.

PART B
TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:
1.1. BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2. **ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED–(NOT TO BE RE-TYPED) OR IN THE MANNER PRESCRIBED IN THE BID DOCUMENT.**
1.3. THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT, 2000 AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
1.4. **THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (SBD7).**
2. TAX COMPLIANCE REQUIREMENTS
2.1 BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.2 BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
2.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
2.4 BIDDERS SHOULD ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.5 IN BIDS WHERE JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.6 WHERE NO TCS PIN IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
2.7 NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE, COMPANIES WITH DIRECTORS WHO ARE PERSONS IN THE SERVICE OF THE STATE, OR CLOSE CORPORATIONS WITH MEMBERS PERSONS IN THE SERVICE OF THE STATE."

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.

SIGNATURE OF BIDDER OR THE REPRESENTATIVE ……

CAPACITY UNDER WHICH THIS BID IS SIGNED: ……
(Proof of authority must be submitted e.g. company resolution)

DATE: ……

BID VALIDITY PERIOD
Bid will be valid for a period of 90 days
The bidder will hold the tender offer(s) valid for acceptance by the employer at any time during the validity period stated in the tender data after the closing time stated in the tender data.
If requested by the employer, the bidder will consider extending the validity period stated in the tender data for an agreed additional period.

1. PURPOSE

The purpose of this Request for Quotation (RFQ) is to invite quotations for the Technical Advisor for the KwaZulu-Natal (KZN) Growth Fund Trust.

2. BACKGROUND

KZN Growth Fund Trust (Trust) is a Trust, established and capitalised by the Provincial Government to provide debt and equity. The main objectives of the Trust is to provide support for creating and enabling environment for activities that create jobs and accelerate the economic development of KZN whilst promoting Broad Based Black Economic Empowerment (B-BBEE).

2.1 Procurement Philosophy

It is the policy of KGFT, when purchasing goods and obtaining services to follow a course of optimum value and efficiency by adopting best purchasing practices in supply chain management, ensuring that open and fair competition has prevailed, with due regard being given to the importance of:

a) The promotion, development and support of businesses from disadvantaged communities (small, medium, micro enterprises, as well as established businesses within those communities) in terms of its BEE Policy;
b) The promotion of national and regional local service providers and agents before considering overseas service providers and;
c) The development, promotion and support for the moral values that underpin the above, in terms of KGFT Business Ethics and Guidelines which requires that all commercial conduct be based on ethical and moral values and sound business practice. This value system governs all commercial behaviour within KGFT.

The KGFT wishes to engage with service providers who are equally committed to maintain high quality services and better pricing

3. SCOPE OF SERVICES REQUIRED

KGFT seeks to appoint a suitably qualified and experienced service provider to play the role of Technical Advisor (TA) with respect to Operation Vula Fund Construction projects approved for grant funding.
The TA will be expected to monitor the implementation of the Construction projects in different districts (11) and to financially monitor the projects on behalf of the KGFT and give KGFT the go ahead to disburse or not disburse funds. The TA is further required to update the KGFT with reference to all significant matters, beneficial or detrimental to the successful completion of each Construction project.

The scope of work that the TA will be required to provide include the following:

- Commenting on estimates of project cost and providing such other cost advice as may reasonably be required
- Asses if due process was followed in obtaining all construction related approvals, permits and/or permissions
- Commenting on procurement and tender adjudication
- Commenting on contract documentation, including priced bills of quantities
- Periodically monitoring progress on site against agreed construction programme and plan, and issue reports on the status of construction;
- Reports any updates to construction programme, highlighting risks that impact on the completion of the project within anticipated time and budget;
- Early identification and reporting of risks which are likely to materially delay completion of the project and/or result in cost overruns, and recommend where appropriate, mechanisms of remediation;
- Monitoring all costs related to the project and issuing of periodic costs reports indicating cost to date and cost to completion.
- Verifying payments and notifying the lender of disbursement requirements
- Attending site technical and progress meetings as may be deemed necessary

4. EVALUATION OF PROPOSALS

4.1 All proposals must be completed and accompanied by:

4.1.1 Company Profile

4.1.2 Evidence of registration on the National Treasury Central Supplier Database (or proof of registration);

4.1.3 Tax Compliance Status Pin

4.1.4 Valid BEE Certificate (**only BBBEE Level 1 and 2 will be considered)**

4.1.5 Proof of bank details

4.1.6 A completed supplier database form (attached);

4.1.7 Provide three written letters of reference for similar work performed

4.1.8 Qualified personnel/principals with relevant expertise with CV's clearly demonstrating the number of years' experience. Provide relevant proof of accreditation of each principal from the relevant Professional Bodies/Council.

Failure to submit any of the above documents will disqualify the bidder from further evaluation

5. **Price and B-BBEE Evaluation**

5.1. Quotations will be subject to an evaluation based on an 80/20 price / BBBEE allocation - 80 points for price and 20 points for B-BBEE status of contribution.

5.2. Fixed price quotations are required; price must be inclusive of VAT and all costs relating to disbursements

Evaluation	**Maximum points to be awarded**
Relative competitiveness of the price	80
B-BBEE*	20
Total Price and B-BBEE Points	**100**

6. THE INFORMATION REQUIRED

You are and required to provide the KGFT with a quotation, by **no later than 12:00pm on Tuesday 16 September 2021.**

7. SUBMISSION DETAILS

- Submissions must be emailed to accounts@kzngf.co.za attention **Sijabulile Ntshangase** by no later than the stipulated time above.
- For queries, you can contact Sijabulile Ntshangase during business hours of 8:00am to 4:30pm, Monday to Friday on 031 372 3720.

Approved by

Nonhle Jali
Acting Chief Financial Officer