

ADDENDUM

1 PURPOSE

The purpose of the Terms of Reference is to invite the service provider(s) to provide Humanitarian Assistance on behalf of South Africa to counter the effects of mudslides in Sierra Leone.

The overall goal of the project by the South African Government is to provide humanitarian assistance to Sierra Leone. The Government of the Republic of Sierra Leone requested for assistance in providing relief to address the humanitarian needs of the displaced civilian populations and the already rescued persons following the mudslide which occurred on 14 August 2017.

2 BACKGROUND

During early hours of Monday, 14 August 2017, Sierra Leone was struck by disastrous and unprecedented mudslides in the City of Freetown and surrounding environments. This is said to be one of Africa's worst flooding-related disasters in years. Many people have lost their lives, many more have been gravely injured and billions of Leones worth of property destroyed in the flooding and landslides that swept across some parts of Freetown.

The Government of Sierra Leone has been leading the response in the 13 separate affected communities – with the worst hit being the area of Regent where a massive landslide swept away homes. According to the Government, on Sunday, 20 August 2017, the rescue workers have unearthed 499 dead bodies and with 12,000 persons displaced including women and children. While the Sierra Leone's Office of National Security (ONS) estimates that more than 3,000 people have lost their homes.

The South African Government announced a contribution for humanitarian assistance to Sierra Leone in August 2017.

3. SCOPE OF WORK

Bidders are invited to provide a proposal for the provision and transportation of the following goods:

	Items	Sample(Site inspection)	Local content applicable	Quantity
1.	Aranda Boxer Blanket or Equivalent – 150x200cm Navy and Black or Dark colours	Applicable	100%	12 000
2.	Custom Mattress Size: 1880 x 1370 x 75 Foam: 20/16 Density Cover: Navy PVC	Applicable	90%	12 000
3.	Bedding Mosquito nets (2.6mx1.6m) Nylon	Applicable	100%	12 000
4.	Heavy duty Raincoats (Small, medium, Large, extra-large)	Applicable	100%	5 000
5.	PVC Heavy duty Rain boots (Small, medium, Large, extra-large)	Applicable	100%	5 000
6.	Heavy duty gloves (27cm and 40cm)	Applicable	100%	20 000
7.	Tents polyprop HDPE (3mx4m)	Applicable	100%	1 000
8.	Concrete wheelbarrows (Steel) 13kg, 65L with heavy duty rubber tyre	Applicable	Not applicable	1 000
9.	Standard steel Shovels (Square mouth with steel shaft) 260mm, Handle length: 625mm	Applicable	Not applicable	2 000
10.	Standard pick axes (inclusive of pick heads: Blade Width - 35mm, Chisel: +/- 3kg & handles: 900mm)	Applicable	Not applicable	2 000
11.	Standard metal rakes (Solid soil rake – 14 teeth) – length: 1300mm	Applicable	Not applicable	1 000
12.	Sanitary towels (Packets of 12) Assorted	Applicable	100%	500

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3.1 Procurement:

- 3.1.1 The Service Provider is to provide proof of the procurement of goods. The Service Provider is to effect the approved project plan on the procurement, packaging, transportation and delivery from date of appointment with a view to meet the delivery timelines and requirements of the consignment.
- 3.1.2 The Service Provider will discharge all its obligations within a period of three (3) months from date of appointment.
- 3.1.3 All goods must be sourced in South Africa.

3.2 Packaging

- 3.2.1 The Service Provider is to ensure that packaging is of durable material that will safeguard the products and its integrity from point of storage and departure in Durban, to the point of delivery in Freetown.
- 3.2.2 The Service Provider is to submit products samples in the packaging that will be used in the actual consignment, and with appropriate descriptions.

3.3 Quality Assurance:

- 3.3.1 The quality assurance will include, but not be limited to, the inspection of the storage facilities and packaged goods, including containers to transport goods prior to shipment from Durban to Freetown.
- 3.3.2 DIRCO will be entitled to conduct a site inspection to confirm the cleanliness and ensure the containers adhere to an appropriate (controlled) temperature for the storage of similar goods, and to ensure that there is effective implementation of pest control measures and adherence to applicable legal prescripts. DIRCO will conduct site inspection only to service providers who are shortlisted.

3.4 Transportation:

- 3.4.1 The transportation of the consignment is to be executed in line with paragraphs 3.1 to 3.3 above.
- 3.4.2 The transportation and associated costs must be included in the quotations and estimates.

4. COMPULSORY REQUIREMENTS

The point of departure will be the Port of Durban, South Africa.

- 4.1 The point of delivery will be Port of Freetown, Sierra Leone.
- 4.2 Final destination of delivery, Office of the Ministry of Health and Sanitation, Freetown, Sierra Leone.
- 4.3 Packaging must be branded with a South African logo and associated wording which will be provided and the cost of appending the logo and associated wording must be included in the quotations and estimates.
- 4.4 In terms of the mode of transport: maritime shipping transport and road freight transport should be used.
- 4.5 The goods are to be delivered as a once off consignment(s) and it must be delivered within ninety (90) days after delivery of the appointment letter by DIRCO to the Service Provider.



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5. EVALUATION METHODOLOGY

All the bids received will be evaluated in the following phases:

5.1 Phase 1: Responsive Criteria

The minimum requirements that must be met by bidders in order to proceed to the next stage of the evaluation process are:

- 5.1.1 Provide proof of registration on Central Supplier Database (CSD);
- 5.1.2 Submission of all completed Standard Bid Documents (SBD1,3,1,4,6,1,6,2,8 and 9);
- 5.1.3 Submission of completed Standard Bid Document(SBD 6,2), Annexure C,D and E
- 5.1.4 Bidders should be able to provide the latest audited financial statements not older than two (2) years.
- 5.1.5 Bidders should provide a detailed pricing schedule.
- 5.1.6 Submission of insurance certificates for the freight to be transported from point of origin to the final destination.
- 5.1.7 Submit a letter to commit that all goods will be sourced in South Africa
- 5.1.8 Bidders should submit a letter to confirm availability of all goods
- 5.1.9 Confirmation of local content, where the minimum threshold for local content cannot be met for various reasons, bidders must apply for exemption. After checking with the industry, the DTI will then decide whether or not to grant an exemption

Non-compliance with any of the above conditions will result in your bid being disqualified.

5.2 Phase 2: Functionality Criteria

Paper Evaluation

- 5.2.1 For purposes of comparison and in order to ensure a meaningful evaluation, bidders are requested to furnish detailed information in substantiation of compliance to the evaluation criteria.
- 5.2.2 The following criteria will be used to evaluate the supplier:

Paper evaluation	Weight	Scoring Criteria
A minimum of three (3) years' experience in logistics/distribution services is required in a form of company profile(<i>In case of joint ventures, signed copy/copies of the signed Contract/s (2) between the 2 parties must be submitted</i>)	5	1=1 Year 2=2 years 3=3 years 4=4 years 5=5 above
Specific Experience in previous similar projects undertaken in form of previous appointment letter or contract or order form	5	1= None 2= Project 3= Project, relevance 4= Project, relevance, value 5= Project, relevance, value, duration
Proof of a minimum of three (3) previous contracts accompanied by contactable reference	5	1=1 testimonial 2=2 testimonials 3=3 testimonials 4=4 testimonials 5=5 testimonials and above
Projected timelines(Capacity to deliver)	20	1=>5 months 2=4 months 3=3 months 4=2 months 5=<than one month
Project Plan outlining the project activities <ul style="list-style-type: none"> • procurement 	20	1= None 2= Project plan detailing the process of procurement and packaging.