**EXPRESSIONS OF INTEREST**

**FOR**

**ENGAGEMENT WITH POTENTIAL PRIMARY PRODUCERS AND OPERATORS**

**FOR AN**

**AGRO-PROCESSING HUB IN LIMPOPO**

**EOI No: CSIR-ECD-APH-02022021**

|  |  |
| --- | --- |
| Date of issue | 15 February 2021 |
| Closing date | 05 March 2021 at 16:30 |
| Enquiries | Enterprise Creation for Development |
| Email | JLekal@csir.co.za  |
| CSIR business hours | 08:00 – 16:30 |
| Category | Agriculture |

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**SECTION A – TECHNICAL INFORMATION**

**INTRODUCTION**

The Council for Scientific and Industrial Research (CSIR) is one of the leading scientific research and technology development organisations in Africa. In partnership with national and international research and technology institutions, the CSIR undertakes directed and multidisciplinary research and technology innovation that contributes to the improvement of the quality of life of South Africans. The CSIR’s main site is in Pretoria, and it is represented in other provinces through regional offices.

Agriculture and agro-processing have an important role to play in the economic development of the continent, and can have a huge impact on food security. Being largely a rural activity, agriculture also presents significant opportunities for addressing rural poverty and achieving rural development. If agricultural produce is further processed, before being exported, significantly more local jobs could be created.

Limpopo has large tracts of under-utilised land that could be used to increase the current agricultural output, thereby addressing the food needs of the province and surrounding areas. This increased output could also be further processed for local and international consumption.

**BACKGROUND**

Anglo American has identified a potential opportunity to establish an agro-processing hub in Limpopo, which would be located near Anglo American mines. The main focus of the initiative will be on the production and processing of agricultural output from Limpopo to produce food and beverage-related products. Therefore, the agro-processing hub will be involved in facilitating the establishment of primary producers in Limpopo and operating an agro-processing facility. In addition, the hub will be

responsible for the establishment and development of market access for the fresh produce and processed products produced by the primary producers and the agro-processing facility.

It is anticipated that the envisaged hub will capitalise on the large tracts of available farm land in Limpopo to create a facility that will lead to significant job creation and economic development in areas surrounding the mines.

Anglo American has committed to a Social Impact Fund that can potentially be leveraged to co-fund the agro-processing plant. In addition, Anglo American is in discussions with other institutional investors to potentially co-invest in the development of the hub and primary production activities.

The CSIR was commissioned to engage with potential primary producers and operators of the envisaged agro-Processing hub through an Expression of Interest (EOI) process.

**INVITATION FOR EOI**

EOIs are hereby invited for participation as a potential primary producer or operator for the envisaged agro-processing hub in Limpopo to gauge interest in participating in this Anglo American initiative and garner financial support for selected qualifying enterprises and/or entrepreneurs.

**EOI SPECIFICATIONS**

All proposals are to be submitted in the format specified in Appendix C. However, applicants are welcome to submit additional documents over and above the specified format to support their applications, e.g. joint ventures, feasibility studies, business plans, etc.

The proposal has to be accompanied by a signed EOI Compliance Checklist (Appendix A) and a signed Declaration of Interest Form (Appendix B).

**FUNCTIONAL EVALUATION CRITERIA**

The evaluation of the functional/technical detail of the EOI will be based on the requirements listed in the table below:

5.1 All EOI proposals will be evaluated by a technical review committee for functionality. It is a requirement that the proposal template, which is also published with this EOI in Appendix A, be completed and submitted. The evaluations of the EOI will be based on the information provided in the proposal template and any additional documentation provided. Qualification, critical and differentiation evaluation will be done for all applications.

5.2 The assessment criteria for the evaluation of all project proposals are shown in Table 1. For the qualification and critical factors, any answer that is a “No” immediately disqualifies the proposal. This evaluation will be done by the review committee.

**Table 1: Assessment criteria for the evaluation of all project proposals**

|  |  |  |  |
| --- | --- | --- | --- |
| **Criterion** | **Key Aspects of Criterion** | **Points (0-10)** | **Weight** |
| **CONCEPT** | Describe potential concept  | * Detailed and well-articulated = 10
* Not well-articulated and inadequate details = 5
* Unclear/no concept = 0
 | **10%** |
| **PRODUCTS****AND****SERVICES** | Provide and clearly define potential key products and services (i.e. agricultural fresh produce, value-added products produced or to be produced by the company) | * Detailed and well-articulated = 10
* Not well-articulated and inadequate details = 5
* Unclear/no concept = 0
 | **10%** |
| **EXPERIENCE,****CAPABILITIES****AND****MARKET RESEARCH** | Outline extent of related experience  | * >10 years related experience = 10
* > Three to 10 years related experience = 5
* One to three years related experience = 2
* No experience = 0
 | **30%** |
| Understanding of envisaged market  | * Detailed and well-articulated understanding of the market = 10
* Market understanding not well-articulated = 5
* Market understanding is unclear and unstructured = 0
 |
| High-level marketing and distribution strategy  | * Detailed and well-articulated marketing strategy = 10
* Marketing strategy not well-articulated = 5
* Marketing strategy is unclear and unstructured = 0
 |
| **LOCATION** | Indicate location of facility and sourcing of primary produce | * Located and sourced in Limpopo = 10
* Located in Limpopo and sourced from Limpopo and other parts of the country = 5
* Located outside Limpopo and sourced from other parts of the country = 0
 | **10%** |
| **FINANCING**  | Indicate own and required investment  | * Detailed investment costs and minimum of 50% own funding = 10
* Detailed investment costs and minimum of 20% own funding = 7
* Detailed investment costs and minimum of 10% own funding = 5
* Investment costs not detailed and less than 10% own funding = 2
* Investment costs unclear and no own funding = 0
 | **20%** |
| **SOCIOECONOMIC IMPACT** | * Number of permanent jobs
* Number of short-term jobs
 | * Permanent jobs created = 10
* Jobs created, mainly short term = 5
* Few/no jobs created = 0
 | **10%** |
| **B-BBEE** | * B-BBEE Level 1-2
* B-BBEE Level 3-4
* B-BBEE Level 5-8
* B-BBEE non-compliance
 | * B-BBEE Level 1-2 = 10
* B-BBEE Level 3-4 = 5
* B-BBEE Level 5-8 = 2
* B-BBEE non-compliant - Disqualified
 | **10%** |

Proposals with functionality that is less than the pre-determined minimum overall percentage of 70% will be eliminated from further evaluation.

**ELIMINATION CRITERIA**

Proposals will be eliminated under the following conditions:

* Submission after the deadline;
* Incomplete submissions;
* Proposal templates not completed, signed and submitted;
* Declaration of Conflict of Interest not signed and submitted; and/or
* Final declaration not signed and submitted.

**SECTION B – TERMS AND CONDITIONS**

**EMAIL ADDRESS FOR SUBMISSION OF PROPOSALS**

All proposals must be submitted to:

* JLekal@csir.co.za

**PROGRAMME**

The programme, as currently envisaged, incorporates the following key dates:

* Issuing of documents: 12 February 2021
* Closing date for submission: 05 March 2021
* Evaluation completion date: 19 March 2020

**DEADLINE FOR SUBMISSION**

11.1 All proposals should be emailed. Proposals shall be submitted to the email address mentioned above, no later than ***16:30 on*** the ***closing date of 05 March 2021***.

11.2 Where a proposal is not received by the CSIR by the due date and time in the stipulated email address, it will be regarded as a late submission. Late submissions will not be considered.

**AWARDING**

Successful applicants will be contacted by 30 March 2021. No regret letters will be sent out.

**EVALUATION PROCESS**

All proposals will be evaluated by an evaluation team for functionality and B-BBEE compliance. Based on the results of the evaluation process and upon successful negotiations, the CSIR will approve the awarding of the contract to successful applicants.

**VALIDITY PERIOD OF PROPOSAL**

Each **proposal** shall be valid for a minimum period of ***three months,*** calculated from the closing date.

**APPOINTMENT**

14.1 Applicants who score the highest points during the evaluation process will be appointed to the programme.

14.2 Appointment to the programme shall be subject to the parties agreeing to mutually acceptable contractual terms and conditions. In the event of the parties failing to reach such an agreement, the CSIR reserves the right to appoint alternative applicants.

**ENQUIRIES AND CONTACT WITH THE CSIR**

Any enquiry regarding this EOI shall be submitted, in writing, to the CSIR via email to JLekal@csir.co.za, with “***EOI No.: CSIR-ECD-APH-02022021 - ENGAGEMENT WITH POTENTIAL PRIMARY PRODUCERS AND OPERATORS FOR AN AGRO-PROCESSING HUB IN LIMPOPO***” as the subject.

Any other contact with CSIR personnel involved in this application is not permitted during the EOI process, other than as required through existing service arrangements or as requested by the CSIR as part of the EOI process.

**MEDIUM OF COMMUNICATION**

All documentation submitted in response to this EOI must be in English.

**COST OF EOI**

Applicants are expected to fully acquaint themselves with the conditions, requirements and specifications of this EOI before submitting proposals. Each applicant assumes all risks for resource commitment and expenses, direct or indirect, of proposal preparation and participation throughout the EOI process. The CSIR is not directly or indirectly responsible for any costs incurred by applicants.

**CORRECTNESS OF RESPONSES**

18.1 The applicant must confirm satisfaction regarding the correctness and validity of their proposal and that all prices and rates quoted cover all the work/items specified in the EOI. The prices and rates quoted must cover all obligations under any resulting contract.

18.2 The applicant accepts that any mistakes regarding prices and calculations will be at their own risk.

**VERIFICATION OF DOCUMENTS**

19.1 Applicants should check the numbers of the pages to satisfy themselves that none are missing or duplicated. The CSIR will not accept any liability with regard to anything arising from missing or duplicated pages.

19.2 **One PDF copy** of each proposal with supporting documentation must be submitted to **JLekal@csir.co.za****.**

19.3 In the case of several submissions, each proposal **must be submitted separately**.

**TRAVEL EXPENSES**

The CSIR will not be liable for any travel expenses incurred as a result of the submission of this EOI.

**ADDITIONAL TERMS AND CONDITIONS**

21.1 An applicant shall not assume that information and/or documents supplied to the CSIR, at any time prior to this request, are still available to the CSIR, and shall consequently not make any reference to such information in its response to this request.

21.2 Copies of any affiliations, memberships and/or accreditations that support your submission must be included in the application.

21.3 In case of a proposal from a joint venture, the following must be submitted together with the proposal:

* A joint venture agreement, including split of work, signed by both parties;
* The original or a certified copy of the B-BBEE certificate of the joint venture;
* The Tax Clearance Certificate of each joint venture member;
* Proof of ownership/shareholder certificates/copies; and
* Company registration certificates.

21.4 Not disclosing material information, factual inaccuracy, and/or misrepresentation of facts may result in the disqualification of an application, or cancellation of any subsequent contract.

21.5 Failure to comply with any of the terms and conditions set out in this document will invalidate the proposal.

**RIGHTS OF THE CSIR**

The CSIR reserves the right to:

22.1 Extend the closing date;

22.2 Verify any information contained in a proposal;

22.3 Request documentary proof regarding any issue;

22.4 Give preference to locally manufactured goods;

22.5 Appoint one or more service providers, separately or jointly (whether or not they submitted a joint proposal);

22.6 Award this EOI as a whole or in part; and

22.7 Cancel or withdraw this EOI as a whole or in part.

**DISCLAIMER**

This is an EOI only and not an offer document. Answers to this EOI must not be construed as acceptance of an offer or imply the existence of a contract between the parties. By submitting their proposal, applicants shall be deemed to have satisfied themselves with and accepted all the terms and conditions of this EOI. The CSIR makes no representation, warranty, assurance, guarantee or endorsements to applicants concerning the EOI, whether with regard to its accuracy, completeness or otherwise, and the CSIR shall have no liability towards the applicant or any other party in connection therewith.

**APPENDIX A: EOI COMPLIANCE CHECKLIST**

To be completed by the applicant:

* + The following documents will be deemed to form and be read and construed as part of this EOI:
	+ EOI Terms of Reference;
	+ The response to the EOI;
	+ Declaration of Interest; and
	+ EOI templates.
* I/we confirm that I/we have satisfied myself/ourselves that my/our EOI proposal is correct and valid, and that the proposal covers all the services specified in the documents.
* I/we declare that I/we have no participation in any collusive practices with any other applicant or third party regarding this or any other EOI.
* I/we confirm that I/we am/are duly authorised to sign this document.

NAME (PRINT) ………………………………

CAPACITY ………………………………

SIGNATURE ………………………………

NAME OF FIRM .………………………….….

DATE …………..………………….

WITNESSES 1 …….…………………………… 2 ……….…………………………

**APPENDIX B: DECLARATION OF INTEREST FORM**

This declaration of interest must be completed and submitted with the EOI. Failure to do so may result in the elimination of the applicant’s EOI.

Declaration of Interest – CSIR EOI Number: CSIR-ECD-APH-02022021

No staff members from our company who are involved in this EOI process are connected to or have any relationship with anyone employed by the CSIR or Anglo American.

Declaration of Conflict of Financial Interest – CSIR EOI Number: CSIR-ECD-APH-02022021

The applicant has declared any support for similar interventions from any other South African government department or international organisation (see section 9 of Appendix C)

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DECLARATION I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (THE UNDERSIGNED), DULY AUTHORISED, CERTIFY THAT THE INFORMATION FURNISHED IN THIS EOI IS CORRECT. I ACCEPT THAT THE CSIR MAY TAKE APPROPRIATE ACTIONS, DEEMED NECESSARY, SHOULD THIS DECLARATION PROVE TO BE FALSE.

Signature Date

……………………………… ………………………………

Position Name of applicant

……………………………… ………………………………

**APPENDIX C: EOI SUBMISSION TEMPLATE**

**CSIR**

**Expression of Interest proposal**

***Successful bidders may be invited for a more detailed interview***

**Closing date for applications: 05 March 2021**

**Please email PDF versions of completed submission forms to:**

JLekal@csir.co.za

|  |  |
| --- | --- |
| **Enterprise name** |  |
| **CIPC registration details** |  |
| **Contact person(s)** |  |
| **Contact details** | **Email:****Tel:** |
| **Directors/members** |  |
| **Years in business** |  |
| **Annual revenue (if any)** |  |
| **Number of current employees** |  |
| **Applicable agriculture or agro-processing sector** |  |
| **Date** |  |
|  |
| **1. Indicate your interest (Mark as applicable)** |
| **Primary Producer** |  | **Facility Operator** |  | **Both** |  |
|  |
| **2. Detailed concept for the establishment of either an agro-processing hub, agro-processing facility or participation as a primary producer to supply the aforementioned facility. Identify potential key products and services.**  |
|  |
|  |
| **3. Description of your agricultural and agro-processing experience and whether you are currently producing or processing agricultural products or services and/or selling products, as well as your current turnover.** |
|  |
|  |
| **4. Description of the envisaged market need and potential market size (try to be as specific as possible).** |
|  |
|  |
| **5. Description of your market strategy that would address the market need and achieve penetration into the market for your product(s) and/or services (try to be as specific as possible).** |
|  |
|  |
| **6. Identify a potential location for the agro-processing hub and primary producers that could supply the agro-processing facility (try to be as specific as possible).** |
|  |
|  |
| **7. Description of the required investment to establish either an agro-processing hub, agro-processing facility or participation as a primary producer in the initiative (try to be as detailed as possible).** |
|  |
|  |
| **8. Please indicate the potential social and economic impact of the proposed business, specify planned revenue over five years.** |
|  |
| **8.1 Please indicate the job creation potential of your business:** |
| **Type of job** | **Number** | **By when** |
| ***Existing permanent jobs*** (permanent jobs currently in the enterprise)  |  |  |
| ***Direct permanent jobs*** (permanent jobs to be created in the enterprise) |  |  |
| ***Direct temporary jobs*** (temporary jobs to be created in the enterprise) |  |  |
| ***Indirect permanent jobs*** (permanent jobs to be created in the value chain, i.e. supply distribution, maintenance, packaging, etc.) |  |  |
| ***Indirect temporary jobs*** (temporary jobs to be created in the value chain, i.e. supply distribution, maintenance, packaging, etc.) |  |  |
| ***Other jobs to be created*** (specify) |  |  |
|  |
| **9. Please list all sources of funding received to date, e.g. government, provincial, etc.** |
|  |
|  |
| **10. B-BBEE Status (Mark as applicable)** |
| **B-BBEE Level 1-2** |  | **B-BBEE Level 5-8** |  |
| **B-BBEE Level 3-4** |  | **B-BBEE non-compliant** |  |

|  |
| --- |
| **11. Team composition (both business/technical management, if not identified, proposed). Please attach short resumes (1/2 a page each) of key personnel in your enterprise** |
| **Name** | **Highest academic qualification** | **Position in proposed entity** | **Previous business management/technical positions/experience** | **Previous experience in proposed biotech business area** |
|  |  |  |  |  |
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|  |  |  |  |  |

|  |
| --- |
| **12. List any other support documentation deemed necessary below and attach to your proposal.** |
|  |