

Request for Proposals (RFP)

To undertake a scoping study for a pilot/commercial scale direct powder rolling (DPR) plant establishment to the CSIR

RFP No. 934/16/10/2020

Date of Issue	Friday, 02 October 2020	
Closing Date	Friday, 16 October 2020 at 16h30	
Place	Electronically at: tender@csir.co.za	
Enquiries	Strategic Procurement Unit	E-mail: tender@csir.co.za
CSIR business hours	08h00 – 16h30	
Category	Professional	

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SECTION A – TECHNICAL INFORMATION

1 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, 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 while it is represented in other provinces of South Africa through regional offices.

2 BACKGROUND

The Powder Metallurgy Team (PMT) is part of the Advanced Materials and Engineering Impact Area group at the Manufacturing Cluster at CSIR. The team is also part of the Titanium Centre of Competence (TiCoC) established by the Department of Science and Innovation for the beneficiation of titanium in South Africa. The team focuses on development of downstream processes of the titanium value chain, focusing on powder based consolidation technologies to manufacture different types of titanium semi-finished and/or finished products.

Specific to this proposal, the team has developed a direct powder rolling (DPR) technology for titanium sheet manufacturing at lab scale. The DPR technology converts metal powders to metal sheets by roll compaction, sintering, cold rolling and annealing. The technology was demonstrated at lab scale at the CSIR Pretoria campus.

3 INVITATION FOR PROPOSAL

Proposals are hereby invited for the supply of services to undertake a scoping study for a pilot/commercial scale direct powder rolling (DPR) plant establishment to the CSIR.

The purpose of this scoping study is to provide and/or determine the following;

- (1) The scalability of the DPR technology, infrastructure requirements and its product outputs
- (2) Provide input information, evaluation and benchmarking of DPR technology against current commercial technologies, to establish commercial viability and competitiveness for local and global markets.
- (3) Enable a go/no-go decision for progression to pilot scale
- (4) Provide preliminary techno-economic inputs into detailed feasibility stage and for building a commercial case

4 PROPOSAL SPECIFICATION

Tenderers to submit tenders in a format they deem fit.

4.1 Project deliverable

The key deliverable of the project is a detailed scoping study/techno-economic prefeasibility report, which addresses key aspects of the DPR technology including the following:

1. Demonstrates a clear understanding and presentation of the DPR technology
2. Detailed evaluation determining the scalability of DPR technology
3. Developing preliminary pilot scale plant assumptions including defining the size, nature, location and form of the plant, including costing
4. Indicate preliminary pilot scale parameters of the DPR technology including the required infrastructure for each process stage, its market availability and cost
5. Establish the capacity of the pilot scale plant in terms of possible size range of products and quantities per annum for each size compared to volumes of equivalent commercially available products
6. Establish the commercial viability and competitiveness, and requirements for the technology , for both local and global markets
7. Supply techno-economic inputs into a feasibility study stage for a commercial case

4.2 Schedule of activities

The following sequence of activities shall be done to execute the project in a time and cost effective manner;

- Kick off meeting for scope clarification, tour of facilities and information exchange and handover
- Adjustment and refinement as required of the project scope and schedule in terms of activities/tasks, deliverables and milestones and signed off after any adjustments
- Progress monitoring meetings to track deliverables as listed in section 4.1
- Submission of progress reports specific to each deliverable as listed in section 4.1
- Submission of a consolidated final report for approval and closing out of the study

5 FUNCTIONAL EVALUATION CRITERIA

5.1 The evaluation of the functional / technical detail of the proposal will be based on the following criteria:

Functional/Technical Criteria	Evidence	Weighting
Proof of a track record that company has a minimum of 10years executing projects for developing pilot and/or commercial plants for sheet metal manufacturing	Supply 3 traceable references of similar projects	15
Provide evidence of key personnel with experience in conventional metal plate and/or sheet manufacturing processes such as steel or titanium etc.	CV's showing traceable references to at least 3 projects on sheet manufacturing	10
Provide evidence that key personnel have degrees in engineering and economics or relevant degrees	Copies of qualifications and CVs	10

Demonstrate that key personnel have worked on least 3 projects in pilot/commercial plant designs, techno-economic studies and feasibility studies of metal plate/sheet manufacturing technologies	CVs and traceable references of 3 projects concluded	15+15+15 = 45
Project execution plan (tasks, activities, deliverables, timelines and cost)	Submit proposal document	20

5.2 Proposals with functionality / technical points of less than the pre-determined minimum overall percentage of 70% will be eliminated from further evaluation.

5.3 Refer to Annexure A for the scoring sheet that will be used to evaluate functionality.

6 ELIMINATION CRITERIA

Proposals will be eliminated under the following conditions:

- Submission after the deadline;
- Proposals submitted at incorrect location

7 NATIONAL TREASURY CENTRAL SUPPLIER DATABASE REGISTRATION

Before any negotiations will start with the winning bidder it will be required from the winning bidder to:

- be registered on National Treasury's Central Supplier Database (CSD). Registrations can be completed online at: www.csd.gov.za;
- provide the CSIR of their CSD registration number; and
- provide the CSIR with a certified copy of their B-BBEE certificate. If no certificate can be provided, no points will be scored during the evaluation process. (RSA suppliers only)

SECTION B – TERMS AND CONDITIONS

8 VENUE FOR PROPOSAL SUBMISSION

All proposals must be submitted electronically at the following address:

- tender@csir.co.za - all bids must be clearly marked with the bidders name, and the contents of the email.
- Emails may be sent in parts if exceeding 30MB per document.

9 TENDER PROGRAMME

The tender program, as currently envisaged, incorporates the following key dates:

- Issue of tender documents: 02 October 2020
- Last date for submission of queries: 06 October 2020
- Closing / submission Date: 16 October 2020
- Estimate appointment date of successful tenderer: November 2020
- Estimated contract duration (in months/years) 4 months

10 SUBMISSION OF PROPOSALS

10.1 All proposals are to be clearly marked with the RFP number and the name of the tenderer on the email. Proposals must consist of two clearly marked parts;

PART 1: Technical Proposal: RFP No.: 934/16/10/2020

PART 2: Pricing Proposal, B-BBEE and other Mandatory Documentation:

RFP No.: 934/16/10/2020

10.2 Proposals submitted by companies must be signed by a person or persons duly authorised.

10.3 The CSIR will award the contract to qualified tenderer(s)' whose proposal is determined to be the most advantageous to the CSIR, taking into consideration the technical (functional) solution, price and B-BBEE.

11 DEADLINE FOR SUBMISSION

Proposals shall be submitted at the address mentioned above no later than the closing date of **Friday, 16 October 2020** during CSIR's business hours. The CSIR business hours are between 08h00 and 16h30.

Where a proposal is not received by the CSIR by the due date and stipulated place, it will be regarded as a late tender. Late tenders will not be considered.

12 AWARDING OF TENDERS

12.1 Awarding of tenders will be published on the National Treasury e-tender portal or the CSIR's tender website. No regret letters will be sent out.

13 EVALUATION PROCESS

13.1 Evaluation of proposals

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

A two-phase evaluation process will be followed.

- The first phase includes evaluation of **elimination** and **functionality criteria**.
- The second phase includes the evaluation of **price** and **B-BBEE** status.

Pricing Proposals will only be considered after functionality phase has been adjudicated and accepted. Only proposals that achieved the specified minimum qualification scores for functionality will be evaluated further using the preference points system.

13.2 Preference points system

The 80/20 preference point system will be used where 80 points will be dedicated to price and 20 points to B-BBEE status.

14 PRICING PROPOSAL

14.1 Pricing proposal must be cross-referenced to the sections in the Technical Proposal. Any options offered must be clearly labelled. Separate pricing must be provided for each option offered to ensure that pricing comparisons are clear and unambiguous.

14.2 Price needs to be provided in South African Rand (excl. VAT), with details on price elements that are subject to escalation and exchange rate fluctuations clearly indicated.

14.3 Price should include additional cost elements such as freight, insurance until acceptance, duty where applicable.

14.4 Only firm prices* will be accepted during the tender validity period. Non-firm prices** (including prices subject to rates of exchange variations) will not be considered.

**Firm price is the price that is only subject to adjustments in accordance with the actual increase or decrease resulting from the change, imposition, or abolition of customs or excise duty and any other duty, levy, or tax which, in terms of a law or regulation is binding on the contractor and demonstrably has an influence on the price of any supplies, or the rendering costs of any service, for the execution of the contract;*

***Non-firm price is all prices other than "firm" prices.*

14.5 Payment will be according to the CSIR Payment Terms and Conditions.

15 VALIDITY PERIOD OF PROPOSAL

Each **proposal** shall be valid for a minimum period of three (3) months calculated from the closing date.

16 APPOINTMENT OF SERVICE PROVIDER

16.1 The contract will be awarded to the tenderer who scores the highest total number of points during the evaluation process, except where the law permits otherwise.

16.2 Appointment as a successful service provider shall be subject to the parties agreeing to mutually acceptable contractual terms and conditions. In the event of the parties failing to reach such agreement CSIR reserves the right to appoint an alternative supplier.

16.3 Awarding of contracts will be announced on the National Treasury website and no regret letters will be sent to unsuccessful bidders.

17 ENQUIRIES AND CONTACT WITH THE CSIR

Any enquiry regarding this RFP shall be submitted in writing to CSIR at tender@csir.co.za with ***"RFP No 934/16/10/2020 - The provision or supply of services to undertake a scoping***

study for a pilot/commercial scale direct powder rolling (DPR) plant establishment to the CSIR” as the subject.

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

18 MEDIUM OF COMMUNICATION

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

19 COST OF PROPOSAL

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

20 CORRECTNESS OF RESPONSES

20.1 The tenderer 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 RFP. The prices and rates quoted must cover all obligations under any resulting contract.

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

21 VERIFICATION OF DOCUMENTS

21.1 Tenderers should check the numbers of the pages to satisfy themselves that none are missing or duplicated. No liability will be accepted by the CSIR in regard to anything arising from the fact that pages are missing or duplicated.

- 21.2 Pricing schedule and B-BBEE credentials should be submitted with the proposal, but as a separate document and no such information should be available in the technical proposal.

22 SUB-CONTRACTING

- 22.1 A tenderer will not be awarded points for B-BBEE status level if it is indicated in the tender documents that such a tenderer intends sub-contracting more than **25%** of the value of the contract to any other enterprise that does not qualify for at least the points that such a tenderer qualifies for, unless the intended sub-contractor is an exempted micro enterprise that has the capability and ability to execute the sub-contract.
- 22.2 A tenderer awarded a contract may not sub-contract more than **25%** of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level than the person concerned, unless the contract is sub-contracted to an exempted micro enterprise that has the capability and ability to execute the sub-contract.

23 ENGAGEMENT OF CONSULTANTS

The consultants will only be remunerated at the rates:

- 23.1 Determined in the "Guideline for fees", issued by the South African Institute of Chartered Accountants (SAICA); or
- 23.2 Set out in the "Guide on Hourly Fee Rates for Consultants", by the Department of Public Service and Administration (DPSA); or
- 23.3 Prescribed by the body - regulating the profession of the consultant.

24 TRAVEL EXPENSES

- 24.1 All travel expenses for the CSIR's account, be it directly via the CSIR's travel agent or indirectly via re-imbursements, must be in line with the CSIR's travel policy. The following will apply:
- 24.1.1 Only economy class tickets will be used.
- 24.1.2 A maximum of R1400 per night for accommodation, dinner, breakfast and parking will be allowed.
- 24.1.3 No car rentals of more than a Group B will be accommodated.

25 ADDITIONAL TERMS AND CONDITIONS

- 25.1 A tenderer shall not assume that information and/or documents supplied to CSIR, at any time prior to this request, are still available to CSIR, and shall consequently not make any reference to such information document in its response to this request.
- 25.2 Copies of any affiliations, memberships and/or accreditations that support your submission must be included in the tender.
- 25.3 In case of proposal from a joint venture, the following must be submitted together with the proposal:
- Joint venture Agreement including split of work signed by both parties;
 - The original or 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.
- 25.4 An omission to disclose material information, a factual inaccuracy, and/or a misrepresentation of fact may result in the disqualification of a tender, or cancellation of any subsequent contract.
- 25.5 Failure to comply with any of the terms and conditions as set out in this document will invalidate the Proposal.

26 CSIR RESERVES THE RIGHT TO

- 26.1 Extend the closing date;
- 26.2 Verify any information contained in a proposal;
- 26.3 Request documentary proof regarding any tendering issue;
- 26.4 Give preference to locally manufactured goods;
- 26.5 Appoint one or more service providers, separately or jointly (whether or not they submitted a joint proposal);
- 26.6 Award this RFP as a whole or in part;
- 26.7 Cancel or withdraw this RFP as a whole or in part.

27 DISCLAIMER

This RFP is a request for proposals only and not an offer document. Answers to this RFP must not be construed as acceptance of an offer or imply the existence of a contract between the parties. By submission of its proposal, tenderers shall be deemed to have satisfied themselves with and to have accepted all Terms & Conditions of this RFP. The CSIR makes no representation, warranty, assurance, guarantee or endorsements to tenderer concerning the RFP, whether with regard to its accuracy, completeness or otherwise and the CSIR shall have no liability towards the tenderer or any other party in connection therewith.

DECLARATION BY TENDERER

Only tenderers who completed the declaration below will be considered for evaluation.

RFP No:

I hereby undertake to render services described in the attached tendering documents to CSIR in accordance with the requirements and task directives / proposal specifications stipulated in RFP No..... at the price/s quoted. My offer/s remains binding upon me and open for acceptance by the CSIR during the validity period indicated and calculated from the closing date of the proposal.

I confirm that I am satisfied with regards to the correctness and validity of my proposal; that the price(s) and rate(s) quoted cover all the services specified in the proposal documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.

I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this proposal as the principal liable for the due fulfilment of this proposal.

I declare that I have no participation in any collusive practices with any tenderer or any other person regarding this or any other proposal.

I accept that the CSIR may take appropriate actions, deemed necessary, should there be a conflict of interest or if this declaration proves to be false.

I confirm that I am duly authorised to sign this proposal.

NAME (PRINT)

CAPACITY

SIGNATURE

NAME OF FIRM

DATE

WITNESSES

1

2

DATE:

28 ANNEXURE A

The proposal will be evaluated for: 1) Experience and qualifications of the bidder and 2) Quality of submitted proposal. These will be evaluated at 80:20 scoring ratio. The breakdown of the scoring is detailed in the table below.

Functional/Technical Criteria	Evidence	Weighting	Scoring	Points
Proof of a track record that company has a minimum of 10 years executing projects for developing pilot and/or commercial plants for sheet metal manufacturing	Supply 3 traceable references of similar projects	15	10 years and 3 traceable references	15
			5-9 years with 2 traceable references	10
			4 or less years with 1 traceable reference	5
			No track record	0
Provide evidence of key personnel with experience in conventional metal plate and/or sheet manufacturing processes such as steel or titanium etc.	CV's showing traceable references for at least 3 projects on sheet manufacturing	10	3 references	10
			2 reference	7
			1 reference	5
			No reference	0
Provide evidence that key personnel have degrees in engineering and economics or relevant degrees	Copies of qualifications and CVs	10	Evidence of engineering and economics or relevant degrees	10
			Evidence of non-degree qualifications	5
			No evidence of formal qualifications	0

Demonstrate that key personnel have worked on least 3 projects in pilot/commercial plant designs, techno-economic studies and feasibility studies of metal plate/sheet manufacturing technologies	CVs and traceable references of 3 projects concluded	15	Technical experience on 3 projects in sheet making technologies	15
			Technical experience on 2 projects in sheet making technologies	10
			Technical experience on 1 project in sheet making technologies	5
			No technical experience	0
		15	Experience of 3 projects determining commercial viability and competitiveness of technologies	15
			Experience of 2 projects determining commercial viability and competitiveness of technologies	10
			Experience of 1 projects determining commercial viability and competitiveness of technologies	5
			No experience in determining commercial viability and competitiveness of technologies	0

		15	Experience of 3 projects with techno-economics and feasibility studies	15	
			Experience of 2 projects with techno-economics and feasibility studies	10	
			Experience of 1 projects with techno-economics and feasibility studies	5	
			No experience of doing techno-economic and feasibility studies	0	
		45			
Project execution plan (tasks, activities, deliverables, timelines)	Submit proposal document - Quality of submitted proposal to be evaluated on	20	YES OR NO		
			Clear and comprehensive tasks covering the entire scope of the project	YES	NO
			Activity sequence and duration fit within project stipulated timeline	YES	NO
			Clarity of deliverables that fit and address the entire scope of project	YES	NO
			Timelines of each activity are reasonable, competitive and within budget and overall project timeline	YES	NO
Total			100		