

Request for Proposals (RFP)

The provision of South African reagent antibody market analysis to the CSIR

RFP No. 957/12/07/2020

Date of Issue	Monday, 21 June 2021	
Closing Date	Monday, 12 July 2021 at 16h30	
Place of tender submission	tender@csir.co.za	
Enquiries	Strategic Procurement Unit	
CSIR business hours	08h00 – 16h30	E-mail: tender@csir.co.za
Category	Medicals/ Pharmaceuticals/Biotechnology/Protein reagents	

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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

Antibodies have a broad range of applications in the biopharmaceutical, diagnostic and basic research industries. Though it forms the foundation in in these markets, the research antibody market is poorly characterised in South Africa. Research antibodies are antibodies used for research only and as assay components for detection and quantification of specific targets within samples. The wide range of technologies and applications that use antibodies has created an attractive marketplace for research antibodies.

A comprehensive industry, technology trend, and commercialization opportunity analysis of the South African reagent antibody market report is required. The resultant report must be presented to meet the information needs of stakeholders in biological sciences, biopharmaceuticals and enzymes market. The data should be fit for use by private and public organisations seeking to base their strategic decisions on available market and commercialisation opportunities.

Overall objectives include ascertaining the size and needs by academic institutions, pharmaceutical or biotech companies and related sectors. The report must be prepared as a detailed landscape assessment of the South African research antibody market Available off-the-shelf research antibody market reports focus primarily on the analysis of the global market with minimal or no reference to South Africa and Africa. This lack of a detailed landscape analysis is a limiting factor in the formulation of strategic interventions to cater to this market.

The proposal must aim to gather data relevant to the entire research antibody value chain, research and market trends must also be analysed using monitoring and quantitative tools such as technology and patents.

3 INVITATION FOR PROPOSAL

Proposals are hereby invited for the provision or supply of South African reagent antibody market analysis to CSIR

4 PROPOSAL SPECIFICATION

All proposals are to be submitted in a format specified in this enquiry. However, tenderers are welcome to submit additional / alternative proposals over and above the originally specified format.

Both primary and secondary research methodologies must be used in conducting this study. Primary research can include interviews with leading individuals in research antibody companies and industry associations. Secondary research methods can include published data including company annual reports, government, and industry publications. Secondary sources can also consist of literature searches, industry journals and other commercial publications. Service providers interested in this assignment are expected to submit a written proposal outlining the following.

- A brief technical proposal outlining how they will fulfil the contract deliverables
- Pricing to complete the contract deliverables
- A company profile and, if applicable, CVs of the researcher/research team in order to demonstrate relevant expertise

Where possible, raw data files including interviews, documents, or other source materials should be compiled, indexed, and provided to the CSIR as supplementary material.

Bids that are deemed not eligible or don't have ALL the primary requirements will not be considered.

Following the closing date indicated below, applications will be submitted to recognised national experts in the various fields of research represented by the proposals received. These experts will evaluate each proposal based on the following broad criteria:

New technologies and commercial opportunities for the reagent antibody market are continuously evolving in alignment with emerging and new research needs, including those for new targets, higher specificity, and production technologies. The aim of this is to, in detail, quantify and qualify the market for research antibodies in South Africa. Important trends in the field and market segments should be identified with market sizes and sales forecast by segment.

This proposal should address both the market and technical aspects.

The detailed market segmentation, market shares, major drivers, trend analysis and forecasts for the entire research antibody market must be analyzed.

The resultant report should include:

- An overview of the South Africa market for antibodies used in research with projections of compound annual growth rates (CAGRs) through 2025 where possible.
- Segmentation of the market, product type, research application, species and major research area.
- Details concerning end users, purchasing factors, new market trends and potential growth opportunities.
- Discussion of the factors affecting strategies of antibody companies, with insights into existing and potential market opportunities.
- Analysis of the competitive landscape and market shares for the key players.
- Details of company profiles of the major players in the research antibody field in South Africa, including their local production and R&D activities where possible.

The scope of the study must seek to ascertain the opportunities and limitations for South African companies and technologies in terms of addressing the market needs in specific sub-sectors.

Under the categories listed below some of the deliverables should be:

1. Identify the major organisations
2. For each organisation, list its strategy/objectives
3. For each organisation, identify major suppliers (where possible)
4. For each organisation, identify major target markets & customers (to the degree possible)

Different market segment analysis must be covered and include:

1. Application-based market:
 - Enzyme-linked immunosorbent assay (ELISA), and the broader diagnostics market
 - Western blotting (WB), with a specific focus on anti-histidine, anti-Kappa, anti-lambda and anti-FC IgG monoclonal antibodies.
 - Reagent antibodies as kit components such as in polymerase chain reaction (PCR) and in point of care devices, with the specific focus on the use of antibodies to enhance PCR specificity e.g. Hot-Start PCR.
 - Antibodies as reagents in biopharmacokinetics (PMK), specific focus on the use anti-idiotypic IgG and their fragments in the biopharmaceutical development and production sector.
2. Antibody function-based market segments:
 - Must include market analysis based on primary and secondary antibodies, antibody clonality-based market segments include polyclonal antibodies and monoclonal antibodies.
3. Customer type-based market segments:
 - Must include an analysis of universities/academic institutions, pharmaceutical/biotech companies and other types of customers such as governmental research labs and CROs.
4. Antibody production technology-based market segment:
 - Must include a comprehensive analysis of the most predominant production technologies, related limitations, and regulatory framework.

- Must include a comprehensive analysis of emerging alternative production technologies, including plant-based production of antibodies.
 - High-throughput and quantitative analysis capabilities during production and validation.
5. Geography-based market segments and regulation:
- Regulatory guidelines associated with the reagent antibody market in South Africa as described by SAHPRA and other related entities.

5 FUNCTIONAL EVALUATION CRITERIA

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

The evaluation process will include

1. Internal screening for responsiveness to all the specified administrative and procedural provisions required in the RFP Relevant internal expert review to assess the scientific and economic merit (and other review criteria as specified below) of applications found to be responsive to the RFA.

All applications will be screened by the SAMRC for completeness and responsiveness to the RFA and its administrative requirements/provisions. If the application is found to be incomplete or unresponsive to the provisions and priority areas described in the RFA, or was submitted after the deadline, the application will not be processed further.

Each responsive and complete application received by the due date will be reviewed by an expert review panel, taking into account at least the following criteria:

- Technical feasibility and likelihood of success
- Timeframe to completion of market analysis and report completion

Criteria	Weight	5	7	10
Use of proven Technologies with some regulatory approval history	40	>2 Reports delivered to national, government and research or related institutions	>3 Reports delivered to national, government and research or related institutions	>5 Reports delivered to national, government and research or related institutions

Compatibility with existing infrastructure	5	Consultation of available off the shelf reports	Hybrid classical and conventional market research tools	State of the art market research tools
Turnaround time for test results	10	Report delivered within 3 months	Report delivered within 2 months	Report delivered within 1 months
Existing capacity for development and manufacture	5	Existing record of accomplishment in producing market reports. 1 in the last 5 years	Existing record of accomplishment in producing market reports. 3 in the last 5 year	Existing record of accomplishment in producing market reports. >3 in the last 5 years
Track record of the organization/team	40	>2 reports in the last 5years	>3 reports in the last 5years	>5 reports in the last 5years
TOTAL	100			

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

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 (CSD) 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. (SANAS approved)
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 at: tender@csir.co.za

9 TENDER PROGRAMME

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

- Issue of tender documents: 21 June 2021
- Last date for submission of queries: 5 July 2021
- Closing / submission Date: 12 July 2021

10 SUBMISSION OF PROPOSALS

10.1 All proposals are to be clearly marked with the RFP must consist of two parts clearly marked:

PART 1: Technical Proposal: RFP No.: 957/12/07/2021

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

RFP No. 957/12/07/2021

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 **Monday, 12 July 2021** 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.

The supplier shall indicate a price per hour (hourly rate) for hours required for the services purchased by the CSIR

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 957/12/07/2021 - The provision or supply of South African reagent antibody market analysis"*** 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 *Electronic copy* of each proposal must be submitted. In the event of a contradiction between the submitted copies, the hard copy shall take precedence.
- 21.3 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.
- 21.4 If a courier service company is being used for delivery of the proposal document, the RFP description must be endorsed on the delivery note/courier packaging to ensure that documents are delivered to the tender box, by the stipulated due date.

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-imburements, 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:957/12/07/2021

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 957/12/07/2021 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:	