

# TERMS OF REFERENCE PROCUREMENT OF 14 MOBILE CLINIC FOR MSM AND AGYW

## REQUEST FOR PROPOSALS / OCTOBER 2021

### RFP: BZ 01/PROG/OCT/2021

SUMMARY	
Title	PROCUREMENT OF 14 MOBILE CLINICS FOR MSM AND AGYW
Reference	<b>RFP: BZ 01/PROG/OCT/2021</b>
Description (Summary for website - 100 words max)	<b>BEYOND ZERO seeks the services of experienced service provider(s) to supply and deliver fourteen (14) mobile clinics.</b>
Submission by email only to	tgf-procurement@beyondzero.org.za
Closing date for enquires/bid clarification	All technical enquiries must be emailed to <a href="mailto:bulumkof@beyondzero.org.za">bulumkof@beyondzero.org.za</a> NOT later than 08 November 2021@13H00
Submission must include	<ol style="list-style-type: none"><li>1. CIPC Registration Documents</li><li>2. Certified ID Copies of the Directors</li><li>3. Company profile</li><li>4. B-BBEE certificate (<i>Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor/Valid Sworn Affidavit together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.</i>)</li><li>5. SARS tax clearance certificate/Tax Compliance Letter</li><li>6. VAT Registration Certificate or VAT Registration Letter ("VALUE ADDED TAX Notice of Registration") available on e-Filing for all expenditure more than R1 million</li><li>7. Company's Bank Verification Letter</li><li>8. Signed Global Fund Code of Conduct for Suppliers of Services</li><li>9. Completed and Signed Declaration of Interest</li></ol>
Deadline for submission	<b>Wednesday, 10<sup>th</sup> November 2021@13H00</b>

## 1|BACKGROUND

Beyond Zero NPC is a registered section 21 (NPO) with a 17-year-long successful track record of delivering public health systems strengthening programmes in South Africa focusing on HIV/AIDS, STI care, TB care, patient support, treatment, and prevention. The organisation has extensive international donor grant management experience, managing various grants from Children's Aids Fund (CAF), the United States President's Emergency Plan for AIDS Relief (PEPFAR), KFW, Development Bank and the U.S. Centres for Disease Control and Prevention (CDC) and The Global Fund.

## 2|SCOPE OF WORK

This Request for Proposals seeks to engage the services of an experienced service provider to supply and deliver **fourteen (14)** mobile clinics to Beyond Zero.

### Proposals must include:

1. Prospective service provider must have adequate financial resources to purchase and deliver these goods. (Proof of financial capacity would be sufficient).
2. Terms of payment.
3. Prospective service provider must demonstrate the ability to comply with required or proposed delivery or performance schedules (provide lead-time to delivery).

4. Prospective service provider must provide proof of at least 5-years experience in the mobile clinic manufacturing sector.
5. Prospective service provider must have supplied similar goods to other customers in the last year 2 years (letters from customers must be attached)

## 2|TECHINAL SPECIFICATION

### Attachment C: Detailed Technical Specifications

#### MOBILE CLINIC SPECIFICATIONS (EACH)

Quantity	Description	Remarks
1	Suitably powerful and sized chassis-cab to carry the mobile clinic body	Mandatory
	Body Interior, Sides and Roof to be fabricated in Chromodek-clad Panels	Mandatory
2	Consulting rooms with a similar layout & the same equipment	Mandatory
	Bathroom with recirculating toilet & hand was basin	Mandatory
	Fit with 500 litres water tank for sinks in each room and toilet	Mandatory
	Fit 3 KVA Generator for electrical supply	Mandatory
	Fit retractable 4.5M side mounting awning	Mandatory
2	Examination bed with adjustable back & cup boards below bed	Mandatory
	Welch Allyn Integrated wall diagnostic system with aneroid BP machine, Coaxial Ophthalmoscope, Macro view Otoscope & Disposable Specula Dispenser	Mandatory
3	Reusable Cuffs per room (Infant, Child & Adult)	Mandatory
	Wall Mount Examination Light	Mandatory
	SECA 216 Mechanical Measuring Rod	Mandatory
	SECA 762 Adult Mechanical Scale	Mandatory
	Desk with 4 Drawers and Chair	Mandatory
	Patient Chair	Mandatory
	220v Plug points	Mandatory
	Stainless Steel Sink with 24 Water Pump Connected to a Tap (Supplied Via 500 LTR Water Tank Mounted on Side of Chassis) - Waste Pipe to Separate RESEVOIR	Mandatory
	Led Strip Lighting in Each Room	Mandatory
	Concertina PVC Lockable Doors on Each Entrance	Mandatory
	Sliding Windows Will Be Fitted in Each Compartment	Mandatory
	Cover Clinic & Toilet Floors in Hygienic Easy to Clean PVC Vinyl	Mandatory
	Fit Additional 220v Aircon for the Second Consulting Room	Mandatory
	1500 WATT Inventor with Auxiliary Battery Per Consulting Room	Mandatory
	<b>TOILET</b>	
	A Re-Circulating Chemical Toilet between the two Consulting rooms. Separate Sink with 24v Water Pump in the Bathroom. Disposal of Waste Should Be Through A Valve Underneath the Load Body	Mandatory

### 3|PRICING REQUIREMENTS

#### Attachment A: Price Schedule / Bill of Quantities

Item Number	Item Name	Specifications	Quantity	Unit Price	Total Price
1a	<i>List the goods that are to be supplied.</i>				
1b	<b>NB: the Unit Price of the chassis-cab is to be listed as a separate line-item in this Price Schedule/Bill of Quantities.</b>				
1c					
2		VAT			
<b>GRAND TOTAL IN</b> <a href="#">Click here to enter text.</a>					
<b>GRAND TOTAL IN SOUTH AFRICAN RANDS</b>					<b>R</b>

**Delivery Date:**

We, the undersigned, provide the attached proposal in accordance **RFP: BZ 01/PROG/OCT/2021** . Our attached proposal is for the total price of \_\_\_\_\_ (figure and in words)

I certify a validity period of 90 days for the prices provided in the attached Price Schedule/Bill of Quantities. Our proposal shall be binding upon us subject to the modifications resulting from any discussions.

We understand that Beyond Zero is not bound to accept any proposal it receives.

Authorized Signature:  
Name and Title of Signatory:  
Name of Firm:  
Address:  
Telephone:  
Email:

Company Seal/Stamp:

### 4|SUBMISSION OF RFPs

To submit the application, write an e-mail to [tgf-procurement@beyondzero.org.za](mailto:tgf-procurement@beyondzero.org.za) with RFP: BZ 01/PROG/OCT/2021 in the subject line.

## 5| EVALUATION CRITERIA

### Evaluation Criteria for Proposals

The evaluation of proposals will be managed by a Procurement Review Committee (PRC) which will prepare a shortlist of applicants that meet the threshold for appointment. BEYOND ZERO will use the shortlist drawn by the PRC to recommend applicant(s) to be appointed.

The evaluation process will be conducted according to the following stages:

- Stage 1: Assessment of administrative compliance with pre-qualification/eligibility criteria. Applications that do not comply will not be evaluated further.
- Stage 2: Assessment of technical competency focusing on the ability to fulfil the required scope of work. Only **Bidders obtaining a minimum of at least 50 out of 70 points of the technical competency requirements will be evaluated further on Price & BBEE**. Selection will be done by a PRC.
- Stage 3: On-site visit to service provider(s) to confirm the physical presence and compliance with the TOR.

For applicants that satisfy the pre-qualification criteria and the administrative requirements, the weighting of the overall technical competence score is as follows:

CRITERIA	WEIGHT	SUB-CRITERIA	POINTS
ELIGIBILITY	N/A	CIPC Registration Documents	Pass/Fail
		Tax Clearance Certificate or Tax Compliance Status Letter	
		VAT Registration Certificate or VAT Registration Letter ("VALUE ADDED TAX Notice of Registration") available on e-Filing for all expenditure more than R1 million	
		Valid B-BBEE Certificate/ Valid Sworn Affidavit (failure to submit will result in	
TECHNICAL	30	Ability to implement the Scope of Work	70
	20	Experience of implementing similar programmes	
	20	Ability to provide evidence of sufficient financial resources	
BUDGET	80	Pricing	80
B-BBEE LEVEL	20	<b>B-BBEE Status Level Certificate (<i>Failure on the part of a bidder to submit proof of B-BBEE Status level of contributor/Valid Sworn Affidavit together with the bid, will be interpreted to mean that preference points for B-BBEE status level of contribution are not claimed.</i>)</b>	20
<b>GRAND TOTAL</b>			<b>100</b>

Additional information linked to awards are listed below:

- BEYOND ZERO reserves the right to request the applicant to meet with us to clarify the proposal.
- BEYOND ZERO is not bound to accept any proposal.
- BEYOND ZERO may, entirely at its discretion, decide to –
  - award contracts to different organisations for different sections of the scope of work;

- delay the award contracts for certain sections of the scope of work (taking into account, inter alia, timing of funding availability)
- subject the award of contracts to specific conditions as BEYOND ZERO may determine at the stage of awarding the contract.

NB: The closing date for the submission of proposals is the **10<sup>th</sup> November 2021 @ 13:00**. No late proposals will be considered. All proposals must be sent to [tgf-procurement@beyondzero.org.za](mailto:tgf-procurement@beyondzero.org.za)