

# PROVISION OF NUTRITIONAL PRODUCTS (PERISHABLE AND NON- PERISHABLE FOOD) TO THE DEPARTMENT OF CORRECTIONAL SERVICES FOR A PERIOD OF FIVE YEARS

## PRESENTATION



**national treasury**

Department:  
National Treasury  
REPUBLIC OF SOUTH AFRICA



**correctional services**

Department:  
Correctional Services  
REPUBLIC OF SOUTH AFRICA

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# INTRODUCTION

- ✓ The Department of Correctional Services (DCS) has initiated the bid process for the supply, delivery and off-loading of nutritional products.
- ✓ For all the DSC Management Areas listed on Annexure C of the Special Conditions of Contract in the Department's 6 Regions.
- ✓ Period – Five (5) years
- ✓ Important Attachments – SBD Documents, Special Conditions of Contract (SCC), Bid Pricing Schedule, Management Area List, Bid Closing Venue List, Item Specifications.
- ✓ This bid will only consider the companies with a BBBEE status level one (1) to eight (8) as a pre-qualifying criteria.
- ✓ The Department reserves the right to give preference to locally manufactured products. Bidders must indicate on the pricing schedule the country of manufacturing/ production of the product(s).

# LEGISLATIVE AND REGULATORY FRAMEWORK (SCC PAR 1)

- A. This bid issued in terms of the Preferential Procurement Regulations, 2017 and all other relevant applicable legislation.
- B. The supply of food items is regulated by the following legislation, policies and guidelines:
- ✓ Foodstuffs, Cosmetics and Disinfectants, Act 54 of 1972 (as amended by Act No 32 of 1981 and Act No 97 of 1986).
  - ✓ Meat Safety Act, 2000 (Act No 40 of 2000).
  - ✓ Occupational Health and Safety Act, 1993 (Act No. 85 of 1993) as amended by Occupational Health and Safety Amendment Act, No 181 of 1993 and Labour Relations Act, No 66 of 1995.
  - ✓ Departmental and National Department of Health Nutrition related policies, guidelines and procedures.
  - ✓ Regulation 638 of 22 June 2018 or R918 or R962 (Regulations Governing General Hygiene Requirements for Food Premises and the Transport of Food).

# SUBMISSION OF BIDS (SCC PAR 11)

- ✓ Bidders may bid for any line item on any Management Area, any combination of Management Areas, or all Management Areas.
- ✓ The Department reserves the right to award the bid per Management Area per line item.
- ✓ Bids must be submitted to regions/management areas of interest as per **Annexure C** of the Special Conditions of Contract.
- ✓ Bidders must submit **one bid document** per region which includes all the standard bidding forms and all the required certificates/ regulatory documentation.
- ✓ All the pricing schedules **for the management areas of interest** can be submitted as attachment to the one bid document.
- ✓ Bidders are required to indicate the management areas of interest in their bid cover page.

# MANDATORY REQUIREMENTS (SCC PAR 17.2)

A. Bidders' must submit all required mandatory documents indicated below with the bid documents at the closing date and time of the bid:

- ✓ **Relevant Product Certificates as per the Item Specifications**
- ✓ **Certification of Compliance on Transportation of Perishable Food Items**
- ✓ **Certificate of Acceptability for the Food Premises**
- ✓ **Halaal Certificates**
- ✓ **Authorisation Declaration**
- ✓ **Tax Compliance Status**
- ✓ **Pricing Schedule**

B. Bidders must submit a copy of all the mandatory certificates.

# ***SUBCONTRACTING AS A CONDITION OF BID***

## **(SCC PAR 17.1.1)**

- ✓ It is a condition of this bid that the successful bidder must subcontract a minimum of 30% to EMEs or QSEs which are at least 51% owned by either of the following: Black people, Black people who are youth, Black people who are women, Black people with disabilities, Black people living in rural or underdeveloped areas or townships, cooperatives owned by black people or Black people who are Military Veterans.
- ✓ Bidders must submit proof of the subcontracting agreement signed by both the bidder and to whom he/she subcontracted.
- ✓ Bidders are not allowed to subcontract with their subsidiary companies as this may be interpreted as subcontracting with themselves and/or using their subsidiaries for fronting.

# MULTIPLE AWARD (SCC PAR 17.4.3)

- A. The Department reserves the right to award the bid items to more than one contractor for the same line item per management area.
- ✓ Risk management for continuity of supply
  - ✓ Volume of items
  - ✓ Value of items
  - ✓ Cost effectiveness
  - ✓ Stimulation of market competition due to the nature of the commodity
  - ✓ Upliftment of local and small businesses
- B. The Department will use its discretion for multiple award
- C. Where necessary, the Department reserves the right to rotate orders
- D. The Department reserves the right not to award the same brand to more than one bidder per line item.
- E. The Department reserves the right not to award items from the same source of supply



# SUPPLIER DUE DILIGENCE (SCC PAR 18)

- ✓ The Department reserves the right to conduct due diligence which includes site visits.
- ✓ It is the responsibility of the bidder to grant access to their premises, provide all the required information and answer all the questions during the due-diligence process.
- ✓ The Department reserves the right to also conduct due diligence on the bidder's supplier(s) to confirm their capacity to serve as a service provider(s) to the bidder.
- ✓ It is the responsibility of the bidder to inform their supplier(s) of this requirement.

# CONTRACT PRICE ADJUSTMENTS (SCC PAR 21)

- A. Contract Price adjustments will be based on the Consumer Price Index (CPI) and Product Price Index (PPI).
- B. CPA **are not automatic**, contractors will be required to apply using the calculator / form to be provided.
- C. Bidders are requested to submit the following cost breakdown elements of the bid price for each item on the pricing schedule:
  - ✓ % Food product (finished / unfinished)
  - ✓ % Labour
  - ✓ % Packaging
  - ✓ % Transport
  - ✓ % OtherTotal = 100%
- D. Price adjustment periods commence on the 6 month from date of signing the contract and every 6 months thereafter.

# ORDERS, DELIVERIES & PAYMENTS (SCC PAR 22)

- ✓ The bid is based on a quantity of one, specific orders will reflect the actual quantities as and when required.
- ✓ Orders will be placed by the Management Area/ Self Accounting Store (end-user) who will be responsible for the payment to contractors for goods delivered and/or services rendered.
- ✓ Contractors should note that each individual Management Area/ Self Accounting Store is responsible for generating the order(s) as well as the payment(s) thereof.
- ✓ Delivery of goods will be accepted on weekdays between 8:00 and 14:00. Bread is also delivered on weekends
- ✓ Other products in the bid are based on seasonal availability and as such will generate little demand during off-peak seasons.
- ✓ Delivery of goods must be made in accordance with the instructions appearing on the official order forms issued by the relevant Management Area/ Self Accounting Store.

# THANK YOU



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# CONTACT US.....



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