



EXPRESSION OF INTEREST

INVITATION TO TENDER

NATIONAL COMPETITIVE BIDDING

For

PREQUALIFICATION OF AGRO-DEALERS

INPUT SUBSIDY AND TRACTOR HIRE PROGRAM

Tender No.:08/2023-24

Bid Issuance: 7th March 2024

Bid Closing: 2nd April 2024

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SECTION 1: INVITATION TO TENDER

EXPRESSION OF INTEREST FOR THE PREQUALIFICATION OF AGRO DEALERS

INPUT SUBSIDY AND TRACTOR HIRE PROGRAM

TENDER No. 08/2023-24

The National Maize Corporation (NMC) is a category A public enterprise under the Ministry of Agriculture, established through an act of parliament number 13 of 1985, mandated with the commodity trading in white maize, premium rice and sugar beans. The Government of Eswatini assigned the NMC to manage the Input Subsidy and Tractor Hire Project in supporting local farmers to enhance food security through improved crop production. The project targets the planting season (between October and March) where the demand of maize and beans production is very high and also the off-peak season (April to September) annually. The main objective of the project is to timely, effectively and efficiently provide local farmers with subsidized tractor hire service and farming inputs.

NMC invites sealed Bid Proposals from eligible legally registered Companies/Suppliers through Pre-Qualification of Agro-Dealers. Tendering will be conducted through Tendering will be conducted through **Expression of Interest** procedures specified in the Eswatini Public Procurement Act 7, 2011 and policies laid down by the Eswatini Public Procurement Regulatory Agency (ESPPRA). The Expression of Interest document can be downloaded from the NMC website at www.nmc.co.sz and www.esppra.co.sz or collected from the NMC reception area.

Bid Proposals must be hand delivered to the address below at or before 1600hrs, on the **2nd of April 2024**. Bid Proposals shall be valid for a period of 120 days after the deadline of tender submission. Late Proposals will be rejected. *There will be no tender opening.*

Location of Bid Submission:

**NMC OFFICE
11TH STREET, MATSAPHA INDUSTRIAL SITE
MATSAPHA, ESWATINI**

Tenderers should ensure signed and completed tenders are to be accompanied by the following documents:

1. A copy of Valid Trading Licence
2. Original Valid Tax Compliance Certificate
3. A copy of Form J endorsed by Register of Companies
4. A copy of Form C endorsed by Register of Companies
5. Police Clearance Certificates for Director's Listed in Form J
6. Certified Copies of National IDs of Company's Director's Listed in Form C
7. Copy of a Valid Labour Compliance Certificate
8. An Original/Copy NMC Receipt of Tender Purchase
9. A fully signed document providing Power of Attorney (Annex 1)
10. A fully signed Declaration of Eligibility (Annex 2)
11. A clear footprint on the coverage of Eswatini in terms of distribution network

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A E350.00 non-refundable tender fee is required from prospective tenderer on issue of the tender document. Only cash will be accepted. All applications should be, marked and should be sealed on one envelope and addressed to:

THE ENTITY TENDER BOARD CHAIRPERSON

National Maize Corporation

Tender No.: 08/2023-24

PREQUALIFICATION OF AGRO-DEALERS FOR INPUT SUBSIDY AND TRACTOR HIRE PROGRAM

Requests for clarification must be in writing via email to procurement@nmc.co.sz and info@nmc.co.sz. The Corporation will strive to promptly respond in writing via e-mail to any requests for clarification up until close of business on the 28th of March 2024.

All public officers and politicians shall not participate as tenderers in this procurement as outlined in Section 60 of the Procurement Act of 2011.

CONFIDENTIALITY

No part of this document may be disclosed verbally or in writing, including by reproduction, to any third party without the prior written consent of National Maize Corporation (NMC). This document, its associated appendices and any attachments remain the property of NMC and shall be returned upon request.

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SECTION 2: INSTRUCTIONS TO TENDERERS

I. INTRODUCTION

The National Maize Corporation (NMC) is a category A public enterprise under the Ministry of Agriculture, established through an act of parliament number 13 of 1985, mandated with the commodity trading in white maize, premium rice and sugar beans. The Government of Eswatini assigned the NMC to manage the Input Subsidy and Tractor Hire project in supporting local farmers to enhance food security through improved crop production. The project targets the planting season (between October and March) where the demand of maize and beans production is very high and the off-peak season (April to September) annually.

The main objective of this project is to timely, effectively and efficiently provide local farmers with subsidized tractor hire service and farming inputs.

Project Objectives

- To effectively and efficiently provide/distribute farming inputs and tractor hire services to Eswatini farmers.
- To promote access to and usage of fertilizers, commercial seeds, pesticides and herbicides in order to increase agricultural productivity and food security.

II. OBJECTIVE

The objective of the Expression of Interest is to generate a vendor list of potential Agro Dealers capable of providing farming inputs in all four (4) regions under the Government Input and Subsidy project run by the National Maize Corporation.

III. SCOPE OF WORK

The objective of the Pre-Qualification is to enable the Corporation to generate a list of potential Agro-dealers/retailers capable of providing farming inputs throughout the country. The required farming inputs must be approved by the Ministry of Agriculture of the Kingdom of Eswatini and include the following:

- a) Fertilizers (all types)
- b) Lime
- c) Maize seeds
- d) Dry beans seeds
- e) Sorghum seeds
- f) Pesticides (for maize, beans and sorghum, including herbicides)

The Agro-dealers/retailers are required to undertake the following:

- a) Supply farming inputs (all types of fertilizers, lime, certified maize seeds, dry sugar bean seeds, sorghum seeds, and pesticides) to local farmers throughout the country.

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- b) Ensure that farming inputs are distributed proximate to the farmers, through retail outlets.
- c) Reconcile and provide invoice to the National Maize Corporation Head Office, Matsapha for claims on the value of inputs distributed.
- d) Provide a clear footprint on the coverage of Eswatini in terms of distribution network is a must.

IV. ELIGIBILITY

1. A copy of Valid Trading Licence
2. Original Valid Tax Compliance Certificate
3. A copy of Form J endorsed by Register of Companies
4. A copy of Form C endorsed by Register of Companies
5. Police Clearance Certificates for Director's Listed in Form J
6. Certified Copies of National IDs of Company's Director's Listed in Form C
7. Copy of a Valid Labour Compliance Certificate
8. An Original/Copy NMC Receipt of Tender Purchase
9. A fully signed document providing Power of Attorney (Annex 1)
10. A fully signed Declaration of Eligibility (Annex 2)
11. A clear footprint on the coverage of Eswatini in terms of distribution network

V. EVALUATION CRITERIA

The evaluation criteria will be strictly **YES** or **NO** basis. Bid proposals completeness and responsiveness to the basic instructions and requirements of the tender document will obtain a **YES** and subsequently a **NO** if there is no document submitted or not as per instructions and requirements, the Tenderer will be disqualified.

VI. SHORTLISTED TENDERERS

Tenderers who will be qualified shall be shortlisted and the Corporation shall conduct an onsite assessment to verify their presentation and assertions. Qualified tenderers will be a registered Agro-dealer for the NMC.

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ANNEXURE 1

Power of Attorney

Signatories for companies must establish their authority by attaching a copy of the relevant resolution of the board of directors, duly signed by the chairman of the board, and dated, to this form. An example is shown below:

“By resolution of the Board of Directors at a meeting held

at _____

on: _____ 2024,

Mr. /Mrs. /Ms.: _____

has been duly authorised to sign all documents in connection with contract NAMB/ on behalf of:

(Name of tenderer):

(Block capitals)

Signed on behalf of Board of Directors (chairman):

Date: _____

Signature of assignee: _____

Date: _____

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ANNEXURE 2

Declaration of Eligibility

[All Tenderers must meet the following criteria, to be eligible to participate in public procurement. Tenderers must provide a signed declaration on their company letterhead in the following format. If the tender is being presented by a joint venture or consortium all members must sign the declaration]

[>>> Name of Tenderer, Address, and Date>>>]

**To: The Chief Executive Officer
National Maize Corporation
11th Street, Matsapha Industrial Site
P.O. Box 1775
Ma, Eswatini**

Dear Sir,

RE: Tender Reference – NMC 08-2023/2024

In accordance with the eligibility requirements of the Procurement Regulations and the tender documents we hereby declare that:

- (a) We, including any joint venture partners or consortium partners, are a legal entity and have the legal capacity to enter into the contract;
- (b) We, further declare that we are not insolvent, in receivership, bankrupt or being wound up, our affairs are not being administered by a court or a judicial officer, our business activities have not been suspended and we are not the subject of legal proceedings for any of the foregoing;
- (c) We, declare that we have fulfilled our obligations to pay taxes and social security contributions;
- (d) We have not, and our directors or officers have not, been convicted of any criminal offence related to our/their professional conduct or the making of false statements or misrepresentations as to their qualifications to enter into a contract within a period of five years preceding the commencement of the procurement proceedings; and
- (e) We do not have a conflict of interest in relation to the procurement requirement.

Authorized Signature:

Date:

Stamp:

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