



ROYAL ESWATINI NATIONAL AIRWAYS CORPORATION

**EXPRESSION OF INTEREST FOR
CONSTRUCTION OF RENAC NEW FUEL FARM**

RENAC 12 - 2019/2020

ISSUANCE: 25-10-2019

CLOSING: 22-11-2019 at 12:00PM

INSTRUCTIONS TO SUPPLIERS

CONFIDENTIALITY

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1. INTRODUCTION

Royal Eswatini National Airways Corporation is a state-owned entity, RENAC has a mandate of management of the State Aircraft within the aviation sector in the Kingdom of Eswatini. The Corporation is in the process of obtaining an Air Operator License which will enable the organization to operate commercial air transport. RENAC also operates a Ticketing Office in both Matsapha HQ and Mbabane and is a holder of both Aviation Fuel and Ground Handling Licenses.

2. REQUIREMENT

Suitably qualified Contractors are invited to express their interest for the constructing of a New Fuel Farm. The responsibility of the Contractors would be to guide senior management in constructing a fuel farm covering the following domains:

- Above ground tank containment area
- Loading/offloading bay
- 2 by 83000 litres above ground Jet A1 tanks and piping system
- 1 by 10000 litres above ground AVGAS tank and piping system
- Tank foundations and anchoring system
- Dispensing equipment
- Electrical supply system
- Electrical distribution system
- Electrical grounding
- Site lighting
- Equipment storage room
- Administration room
- 2 toilets male/female
- 1 shower
- 1 Restroom/kitchen
- Access drive ways
- Refueling system

3. EXPRESSION OF INTEREST PROCESS

The objective of the expression on interest is to prequalify vendors for the Construction of a New Fuel Farm for the Royal Eswatini National Airways Corporation. Tendering will be conducted through an Expression of Interest (Eoi)



procedures specified in the Eswatini Public Procurement Act, 2011 and policies laid down by the Eswatini Public Procurement Regulatory Agency (ESPPRA).

4. INFORMATION TO BE SUBMITTED WITH EOI

Suppliers are to submit the Eoi Document and Forms completed in all respects. The Eoi document is to be kept intact, bound and listed as per the requirements mentioned in the Eoi. The full Eoi shall include the following documents:

- a. Business Profile with Three Trade References
- b. A valid Tax Clearance Certificate
- c. A valid certified copy of Trading License
- d. A current certified copy of Form J endorsed by the Registrar of Companies
- e. A current certified copy of Form C endorsed by the Registrar of Companies
- f. A certified copy of Certificate of Incorporation
- g. A certified copy of VAT Registration Certificate
- h. Certified Copies of National IDs of Company's Directors
- i. Police Clearance Certificates of Company Directors listed in Form J
- j. A current certified copy of Labour Compliance Certificate
- k. A certified Construction Industry Council certificate
- l. Declaration of Eligibility

5. NOTIFICATION TO SUCCESSFUL SUPPLIERS

RENAC will notify the successful Suppliers (if any) of the acceptance of his proposal within the period of Eoi validity or any extended period of validity of Eoi, if applicable.

6. SUBMISSION OF EXPRESSION OF INTEREST

Proposals shall be valid for a period of 90 days after the deadline of Eoi submission. Late proposals will be rejected. **Eoi opening will not be opened publicly.**



Location of EoI Submission:

Completed documents must be placed in the Tender Box situated at the reception at the **ROYAL ESWATINI NATIONAL AIRWAYS CORPORATION HEADQUARTERS, MATSAPHA INTERNATIONAL AIRPORT ROAD, GATE NO.6, MATSAPHA.**

No documents will be accepted after the closing time. The sealed envelope must be clearly marked:

Expression of Interest – RENAC Fuel Farm Construction
EOI No: RENAC 12- 2019/2020

Telegraphic, telephonic, telex, facsimile, e-mail and late proposals will not be accepted. The RENAC will accept no responsibility for the late delivery of proposals by courier services or any other means

7. GUIDELINES

- 7.1 The purpose of this document is to pre-qualify suppliers who wish to be considered for the RENAC Fuel Farm Construction.
- 7.2 All bidders who wish to carry out the above-mentioned services for RENAC must complete Section 1 to 3 below (Annexure A) in full.
- 7.3 Participation and/or completion of this pre-qualification stage by vendors shall not constitute an offer from RENAC to provide the required services or a promise to enter into Contract(s) with the RENAC. Nor will it obligate RENAC in any way with regard to their final decision.
- 7.4 Failure to provide all the documentation and/or complete all requirements of this document at the time of submission shall invalidate this application.
- 7.5 Questions regarding this expression of interest shall be submitted by e-mail to the Procurement Office, email address: procurement@renac.co.sz. Verbal questions will NOT be accepted.
- 7.6 The details entered hereunder will be considered confidential.
- 7.7 RENAC reserves the right to consult referees, clients or consultants, as entered in this pre-qualification document.



7.8 RENAC reserves the right to require the vendor to produce evidence in support of all details entered herein.

7.9 RENAC representative(s) may be required to visit the Company's premises to verify the details contained in this document. The vendor will allow RENAC representatives to interview present and previous clients.



DECLARATION OF ELIGIBILITY

[The service provider must provide a signed declaration on its company letterhead in the following format. If the Proposal is being presented by a joint venture or consortium all members must each sign their own declaration.]

[>>>Name of the contractor, Address, and Date>>>]

To: The Chief Executive Officer, Royal Eswatini National Airways Corporation: Gate 6,
Matsapha International Airport, P.O Box 939, Manzini, Eswatini

Dear Sirs,

Re Tender Reference: **RENAC 12-2019/20**

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 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 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.

Signed

Authorised Representative

Date



ANNEXURE A

Section 1: Company Information.

- 1.1 Company information
 - 1.1.1 Quote Contract Number - RENAC 12-2019/2020.
 - 1.1.2 Name of the company
 - 1.1.3 Registered Physical address
 - 1.1.4 Postal Address
 - 1.1.5 Telephone
 - 1.1.6 Fax number
 - 1.1.7 Email of contact persons Address
- 1.2 Company profile
 - 1.2.1 Brief company profile including date of Company Registration
 - 1.2.2 Associated companies (if any) or holding company
 - 1.2.3 Name and Full address, and contact numbers of Bank to whom RENAC may make inquiries to verify the financial viability of the Company
 - 1.2.4 Copy of certified audited financial statements for the last 2 financial years.
- 1.3 Labour Strength
 - 1.3.1 Number of staff based in
 - 1.3.1.1 Eswatini office
 - 1.3.1.2 Republic of South Africa officer
 - 1.3.1.3 Other locations

Section 2 – Track Record

- 2.1 Implementation of similar services done in last 3 years (Complete Investment Lifecycle)
 - 2.1.1 Name of Client
 - 2.1.2 Contract Period
 - 2.1.3 Contact persons
- 2.2 Contracts aborted (Failure to disclose this information may lead to cancellation of contract if awarded).
- 2.3 Referees (Preferably of related works)
 - 2.3.1 Name of contact person
 - 2.3.2 Company / Organization
 - 2.3.3 Telephone



2.3.4 Email address

Section 3 – Key Organisational Readiness Criteria

Please provide 3 key organizational readiness criteria that you deem critical when constructing the fuel farm. These should be rated in terms of importance. Complete the table below:

Key Criteria		Weight (%)	Reasons for the weighting
1.	Criteria 1		
2.	Criteria 2		
3.	Criteria 3		