



**REQUEST FOR PROPOSALS**

**PROVISION OF TAMBANKULU ESTATES BEEF CATTLE AUCTION SALE**



<b>REQUEST FOR PROPOSALS (RFP) NUMBER: TAMB 007/2025</b> <b>RFP DESCRIPTION: BEEF CATTLE AUCTIONEER</b>	
Issue date:	Tuesday 26 August 2025
Compulsory site meeting	Wednesday, 03 September 2025 at 10 AM
Proposals to be submission Deadline:	Friday 19 September 2025 on or before 1600 hours
Contact Person: For enquiries/clarifications	Patricia Magutshwa Email: <a href="mailto:Patricia.Magutshwa@tamb.co.sz">Patricia.Magutshwa@tamb.co.sz</a> and <a href="mailto:Simanga.Dlamini@tamb.co.sz">Simanga.Dlamini@tamb.co.sz</a> Tel: +268 2373 7111 <b>NB:</b> All request for clarifications must be in writing
Proposals to be submitted to:	By email: <a href="mailto:tenders@tamb.co.sz">tenders@tamb.co.sz</a> File size not more than 20 MB
RFP Submission:	Companies responding to this request for proposals are required to compile their bids into a pdf document and submit.

**Contents**

1. Section 1: Introduction & general information .....	2
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1.1.	Background.....	2
1.2.	Objectives.....	3
1.3.	Request for proposals (Invitation statement) .....	3
1.4.	Proposal Process .....	3
1.5.	Compliance Documents.....	3
2.	Section 2: Procurement Background Information .....	4
3.	Section 3: Submission of Bid.....	4
3.1	Exclusivity .....	4
3.2	Conflict of Interest.....	4
4.	Section 4: Information Requests, Empowerment and Safety .....	5
4.1	Technical Evaluation Criteria .....	5
4.2	Company Details (Head Office) .....	6
4.3	Financial Information .....	6
4.4	Relevant projects.....	7
4.5	References .....	7
4.6	Capabilities and Capacity.....	7
4.7	Support .....	8
4.8	Reporting Capabilities .....	8
4.9	Registrations.....	8
4.10	Auctioneer Performance .....	9
4.11	Aftersales service Plan .....	9
4.12	Extra Mile Service .....	9
4.13	Safety, Health, Environment and Quality Requirements (SHE) Compliance Requirements for Auctioneers and Contractors.....	9
5.	Section 5: Existing infrastructure .....	11
6.	Section 6: Requirements .....	11
6.1.1	Note: .....	11
6.1.2	Cattle schedule / quantities.....	12
6.1.3	Expected Output.....	12
7.1.	Scope and Pricing.....	12
7.	Section 8: Warranties & Declarations .....	13
8.1.1.	Warranties by Auctioneer.....	13
8.1.2.	Corporate Agreement Declaration.....	13
8.1.3.	Termination for Default.....	14
8.1.4.	Payment Terms .....	14
8.1.5.	Confidential Information .....	15

## **1. Section 1: Introduction & general information**

### **1.1. Background**

Tambankulu sugarcane estates in Eswatini is situated in the northeast of the country and comprises 3 837 hectares of fully irrigated farms of which approximately 97

percent is harvested annually. The estate consistently achieves excellent sucrose yields due to the good soil and growing conditions in the region and delivers its cane to the near-by Simunye and Mhlume sugar mills. The estate has a significant history, evolving from a cattle ranch in 1951 to a major sugarcane producer. The company has now diversified in to producing a variety of crops (Citrus production) as well as animals (Beef cattle production).

## **1.2. Objectives**

To facilitate beef cattle sales to the highest bidder as well as maximizing financial returns to the company while giving buyers access to quality beef cattle for both Breeding and Finishing.

## **1.3. Request for proposals (Invitation statement)**

Tambankulu Estates (TE) is inviting Auctioneers from qualifying companies to facilitate Beef cattle sales for the Agric Section (Livestock) at Tambankulu Estates in Eswatini. Interested Auctioneers should write and request for the request for proposal documents through email: [Patricia.Magutshwa@tamb.co.sz](mailto:Patricia.Magutshwa@tamb.co.sz) and copy [Simanga.Dlamini@tamb.co.sz](mailto:Simanga.Dlamini@tamb.co.sz)

The bidding process is as indicates in section 1.4 below:

## **1.4. Proposal Process**

<b>Item</b>	<b>Date</b>
Issue of RFP	26 August 2025
Compulsory site meeting	03 September 2025 at 10 AM
Period for Clarification Questions	7 days before submission deadline
Circulation of all Clarification Questions and Answers	15 September 2025
Closing date of Request	19 September 2025
Announcement of Qualified Auctioneer	TBA

## **1.5.Compliance Documents**

The Auctioneer should submit the following company documents with their proposals:

- a) Company registration documents: Form C&J (for directors' information and shareholding) or equivalent documents
- b) Certificate of Incorporation
- c) Relevant and current trading license
- d) Copies Director Identity documents

- e) Police clearances for all directors/AFFIDAVIT (providing that none of the directors have been convicted)
- f) Tax compliance certificate / tax clearance.
- g) VAT Registration Certificate
- h) Labour compliance certificate
- i) ENPF compliance certificate

**N.B: Failure to submit any one of the above documents may result in disqualification from further evaluation.**

## **2. Section 2: Procurement Background Information**

Tambankulu Estates is in a process of transforming its marketing strategy by maximizing profits through Auction Sale. Therefore, the company wishes to engage qualified Auctioneers to facilitate beef cattle sales. The beef cattle will be sold under different categories as follows:

**Bullocks** – young male uncastrated Bovine that are between the ages of 12- 18 months.

**Cull-Cow** – older female cow that are not fit for production due to certain factors including poor health, age and low production (do not regularly give one calve annually).

**Heifers** – young bovine female that has not yet calved or have not reached the childbearing stage (6 to 15 month), will calve for the first time at 24 months of age.

**Cull-Bull** – Bovine bull that is no longer fit for production due to factors such as age, poor health, and undesirable traits (physical or genetical).

Refer to schedule 6.1.2 below.

## **3. Section 3: Submission of Bid**

### **3.1 Exclusivity**

Unless selected as an exclusive Auctioneer, Tambankulu Estates is not obligated to contract solely with any single company. However, Tambankulu Estates intends where practical to minimise the number of Auctioneers it selects.

### **3.2 Conflict of Interest**

Please indicate any conflict of interest, i.e., any relationship (business or family) that the owners or employees of your company have with the owners or employees of Tambankulu Estates and its subsidiaries. Are you aware of any conflicts of interest?

No		
Yes		

(If YES, please identify in the table below)

Owner or Employee of your company	Owner or employee of Tambankulu Estates & its subsidiaries	Nature of relationship (e.g., business partner, family, shareholder, etc.)

## 4. Section 4: Information Requests, Empowerment and Safety

### 4.1 Technical Evaluation Criteria

No.	Description	Points
1.	<p>Qualifications and Experiences</p> <ul style="list-style-type: none"> <li>Relevant experience – at least three similar projects undertaken and successfully completed in the past five years – <b>15</b></li> <li>Professional certification / Licensing – Education and Training Certificate (FETC) in Auctioneering Support Services (NQF Level 4) / an Occupational Certificate: Auctioneer (NQF Level 4). – <b>5</b></li> <li>References with testimonials – <b>10 (less than three will be scored at (number of testimonials/3) x10)</b></li> </ul>	30
2.	<p>Financial Capacity and Stability</p> <p>Audited Financial Statements for the past two years with an average turnover of E 500,000.00 <b>10</b></p> <p>Bank guarantee/Line of Credit</p> <ul style="list-style-type: none"> <li>Assess the auctioneer's ability to provide a bank guarantee or secure a line of credit to cover potential liabilities or financial obligations. <b>10</b> (E 50,000)</li> </ul>	20
3.	<p>Proposed Methodology and Sales Approach</p> <ul style="list-style-type: none"> <li>Sales Strategy – <b>15</b></li> </ul>	40

	<ul style="list-style-type: none"> <li>• Auction format – <b>15</b></li> <li>• Timeline and Logistics – <b>5</b></li> <li>• Technology and Innovation – <b>5</b></li> </ul>	
4.	Compliance and Ethical Conduct – <b>10</b> <ul style="list-style-type: none"> <li>• Ethical Compliance</li> <li>• Ethical Standards</li> <li>• Conflict of Interest</li> </ul>	10
	Total points	100

**N.B.:** The minimum technical score (TS) required to pass is: **70**

#### 4.2 Company Details (Head Office)

Company Name	
Registered Co. Number	
VAT Number	
Affiliated Companies	
Street Address	
Country	
Postal Address	
Telephone No	
Fax N	
Web Site Address	
CEO Name & Surname	

#### 4.3 Financial Information

For Tambankulu Estates to gain insight into the financial stability of potential suppliers, the following data must be submitted for your local (Eswatini) operation. This must be supported by the audited financial statements for the two financial years in which information is extracted from

	2023/24	2022/23
Total Revenue		
Profit/(loss) before taxation		
Total assets		
Total liabilities		
Number of Full Time Employees*		
Other (please specify)		

\* **Please exclude all temporary labour.**

**NB:** Average turnover should be above E 500,000.00

#### 4.4 Relevant projects

Please include three relevant/ similar projects completed in the past five years. Also include **testimonials** for these projects

No.	Project name	Name of Employer	Value of project	Year completed
1				
2				
3				

#### 4.5 References

Please list your top 3 customers in descending order of revenue.

No.	Customer	Contact Person	Contact No.	Revenue (previous year)
1				
2				
3				

#### 4.6 Capabilities and Capacity

It is imperative that Tambankulu Estates receives quality goods and services, delivered in full and on time.

In this regard, Tambankulu Estates needs to understand your current and future capabilities as well as spare capacity.

As a supplier and/or distributor please complete the questions below:

- ❖ What capabilities set you apart from your competitors?

- ❖ Support services model outside of the Kingdom of Eswatini

#### **4.7 Support**

Tambankulu Estates requires and expects support from their suppliers should any queries arise. Please describe the resources, i.e., people and systems you have, to assist Tambankulu Estates in meeting its needs in this area. Please indicate the availability of these resources on a national basis (i.e., response times, key account management, software availability, telephonic support, after hours support, etc.)

#### **4.8 Reporting Capabilities**

It is imperative for Tambankulu Estates to receive up to date reports from suppliers regarding the delivery of products ordered or services provided. Please outline how you will assist Tambankulu Estates in this regard. Elaborate on frequency of reporting, timing of reports, interactive / real-time possibilities, etc. that you feel gives your company the edge in the mark.

#### **4.9 Registrations**

Please list company accreditations and bodies associated with, as well as provide certification documentation in this regard.



#### **4.10 Auctioneer Performance**

Tambankulu Estates intends to have regular review meetings with the chosen vendor.

- a) How do you manage service levels? Please include a copy of your service level standards / framework, where available:
- 

#### **4.11 Aftersales service Plan**

- a) It is important to minimise any disruption to Tambankulu Estates sites. Any new Auctioneer is required to outline the aftersales service plan for the business acquired through this RFP process.
- b) Please provide an outline of your proposed aftersales service plan, which should address at least the following issues:
- Steps to be undertaken once the cattle have been sold
  - Timeline to be given to buyers to pay and collect their livestock
  - Detailed SHEQ plan.
  - Suggested training programs and benefits to be realised by Tambankulu Estates, initially and on-going.
  - Communication plan, reviews, and milestones.

#### **4.12 Extra Mile Service**

Please make a proposal on how you would go that extra mile to service Tambankulu Estates

#### **4.13 Safety, Health, Environment and Quality Requirements (SHE) Compliance Requirements for Auctioneers and Contractors**

- a) Please outline how you will ensure that all materials and processes followed in manufacturing/distributing products and/or providing a service are following all applicable laws and comply with Tambankulu Estates prescribed SHE standards. Please note other SHEQ standards will be availed to relevant service

providers/Auctioneers e.g., Contractor Management Standard,  
Auctioneer/Contractor SHE performance measurement criteria, Safety Rules etc.

- b) Do you have any third-party certification to SHEQ/Food Safety systems e.g., ISO 14001, ISO 9001, FSSC 22000/ISO 2200, NOSA, OHSAS 18001 (to be changed to ISO 45001) or a NOSA Auctioneer/contractor vetting system compliance certificate? Please state current certification, validity, and certification authority.

- c) As part of the Tambankulu Estates Sustainability, Safety, Health & Environmental commitments, Tambankulu Estates requires its Auctioneers to provide some detail on their own Sustainability, Safety, Health & Environment Policies/Procedures:

- Do you have an active Social & Ethics Committee providing sustainability leadership? Please select the most appropriate response.

YES ☐  
NO ☐  
NOT APPLICABLE ☐

- ❖ Do you have an existing Code of Ethics / Conduct?

YES ☐  
NO ☐  
NOT APPLICABLE ☐

- ❖ Are you willing to sign our Auctioneer Code of Conduct? failure of which you understand that you may not be eligible to do business with TE?

YES ☐  
NO ☐  
NOT APPLICABLE ☐

- ❖ Do you have compliance policies / procedures in place in the areas below? Please tick where policies & procedures exist.

- Legal compliance ☐
- Employment practices ☐
- Human Rights (refer to Human Rights compliance questionnaire) ☐

- Environment
- Anti-Bribery & Corruption
- Transformation
- Protection of Personal Information
- Consumer Protection

☐  
☐  
☐  
☐  
☐

- a) As part of overall SHEQ compliance requirements and legal mandatory/agreements signed (where applicable) between Tambankulu Estates and Auctioneer/contractor, the Auctioneer/contractor shall be responsible for understanding, identifying, and complying with Tambankulu Estates internal SHEQ standards, relevant Key Performance Indicators (KPIs) and applicable legal requirements based on the nature and scope of work to be done and/or product to be delivered. The contractor/Auctioneer will therefore ensure that:
- ❖ The service provided shall be carried out in conformity with all the necessary specifications and requirements prescribed by Tambankulu Estates in respect of SHEQ standards.
  - ❖ In addition, the Auctioneer/contractor shall comply with the Eswatini Legislation,
  - ❖ Occupational Safety and Health Act of 2001,
  - ❖ Factories, Machinery, and construction Works Act 17 of 1972,
  - ❖ Eswatini Environmental Act of 2002, (Act No. 5 of 2002
  - ❖ Waste Management Act of 2000
  - ❖ Works' man compensation Act of 1983 (Act No.7) and any relevant Legislation.

## 5. Section 5: Existing infrastructure

Tambankulu will give details of existing infrastructure, but it is recommended that vendors confirm the capacity of the current infrastructure.

## 6. Section 6: Requirements

### 6.1.1 Note:

The Schedule of Requirements shall be included in the bidding document by the Purchaser, and shall cover, at a minimum, a description of the goods and services to be supplied and the delivery schedule.

The objective of the Schedule of Requirements is to provide sufficient information to enable Bidders to prepare their Bids efficiently and accurately the Price Schedule, for which a form is provided below. In addition, the Schedule of Requirements, together with the Price Schedule, should serve as a basis in the event of quantity variation at the time of award of contract.

### 6.1.2 Cattle schedule / quantities

NO	Item Description	Quantity to be auctioned
1.	<b>Bullocks</b>	42
2.	<b>Cull-Cow</b>	3
3.	<b>Heifers</b>	20
4.	<b>Cull-Bull</b>	1

### 6.1.3 Expected Output

- ✓ To auction Tambankulu cattle as per the above schedule
- ✓ Auction to be carried out at the end of November 2025
- ✓ **Absolute Auction (with reserve price):** The beef cattle is sold to the highest bidder regardless of price.
- ✓ **Consulting & Valuation:** Providing estimates, advising on pricing strategies, and assessing the market value of beef cattle.
- ✓ **Marketing & Promotion:** Advertising the auction, attracting potential buyers, and creating a competitive bidding environment.
- ✓ **Conducting the Auction:** Managing the bidding process, facilitating the sale, and ensuring a smooth transaction
- ✓ **Post-Auction services**
  - Reconciliation and Reporting
  - Livestock management and Removal within seven days
  - Handling paperwork, facilitating payments through Tambankulu, and logistics after the auction.

## Section 7: Pricing and Agreement

### 7.1.Scope and Pricing

- a) Pricing should include all costs associated with the auctioning process to be done; no price variation shall be permitted once a decision to award has been reached.
- b) The Tambankulu Estates preferred payment period is 60 days from statement date. Auctioneers are encouraged to extend the payment terms where possible.
- c) Information on scope is to be completed as requested in the tables above.
- d) The pricing information must be completed in an Excel spreadsheet.
- e) Prices must be quoted in Swazi Lilangeni (SZL) or its equivalent.
- f) Prices must be exclusive of V.A.T. – while VAT registration is indicated.
- g) Price quoted must be fixed and firm for a minimum of 4 months where possible.

- h) Prices must be broken down in detailed cost elements (fixed as well as variable portions).

## **7. Section 8: Warranties & Declarations**

### **8.1.1. Warranties by Auctioneer**

- a) The Auctioneer warrants that all the auctioning process shall be undertaken in a fair, competitive and ethical manner and in line with Tambankulu values.
- b) The Auctioneer further warrants that the auctioning process shall be free from misrepresentation arising from any act of collusion.

### **8.1.2. Corporate Agreement Declaration**

- a) This RFP does not constitute an offer to buy or the solicitation of an offer to purchase. Neither this RFP nor the information contained in it nor any other information or representation supplied or made in connection with any negotiations for this RFP shall constitute a contract between the parties, unless reduced to writing in the form of an agreement and signed by Tambankulu Estates and the successful Bidder/s in terms of this RFP.
- b) The issuing of this RFP to interested parties should not be taken as any form of commitment on the part of Tambankulu Estates to proceed with any appointment or to conclude any agreement, and Tambankulu Estates reserves the right to terminate this RFP or vary the procedure contained herein at any time without advance notification and without liability for any losses, expenses or costs incurred by the interested parties. Binding offers will be evaluated and awarded by Tambankulu Estates in its sole and absolute discretion.
- c) All proposals must be submitted in the prescribed form, within the prescribed time period and must include all documents and information requested in the RFP and all authorising resolutions which may be required to be passed by the Bidder, failing which, Tambankulu Estates reserves the right to disregard such bid. Unsuccessful Bidders will be notified in writing of such fact by Tambankulu Estates.
- d) Tambankulu Estates shall not enter any negotiations with unsuccessful Bidders after they have been informed that their bid was unsuccessful. The decision of Tambankulu Estates shall be final. Tambankulu Estates shall not be obliged to provide unsuccessful Bidders with any reasons as to why their bids were disqualified, rejected or not accepted. However, Tambankulu Estates will endeavour to engage technically responsive bidders.
- e) Tambankulu Estates reserves the right not to accept any offers and to cease the bidding process under the RFP at any time. Furthermore, if final agreement is not reached for any reason whatsoever on the terms and conditions of the agreement to be concluded between the parties, Tambankulu Estates reserves the right to revert to negotiations with one or more of the Bidders or any other offers. Tambankulu Estates furthermore expressly reserves the right to negotiate with any one or more of the Bidders before concluding a Contract. Furthermore, Tambankulu Estates may reject any RFP that does not conform to the RFP requirements.

- f) The process shall result in a three-year contract with the successful bidder. The contract shall be subject to annual performance by the successful bidder.
- g) Any Contract concluded will be subject to Tambankulu Estates Limited Exco Approval.
- h) The Contracts resulting from this project shall be governed by and interpreted in accordance with the laws of the Kingdom of Eswatini.
- i) The Auctioneer shall supply all the Goods and Related Services included in the Scope of Supply in accordance with Section 9, and the Delivery and Completion Schedule.
- j) The Auctioneer, including its partners, shall not employ or engage forced labour or persons subject to trafficking.
- k) Forced labour consists of any work or service, not voluntarily performed, that is exacted from an individual under threat of force or penalty, and includes any kind of involuntary or compulsory labour, such as indentured labour, bonded labour or similar labour-contracting arrangements.
- l) Trafficking in persons is defined as the recruitment, transportation, transfer, harbouring or receipt of persons by means of the threat or use of force or other forms of coercion, abduction, fraud, deception, abuse of power, or of a position of vulnerability, or of the giving or receiving of payments or benefits to achieve the consent of a person having control over another person, for the purposes of exploitation.
- m) The Auctioneer, including its Partners, shall not employ or engage a child under the age of 18.
- n) The Auctioneer shall comply, and shall require its Partners if any to comply, with all applicable health and safety regulations, laws, guidelines, and any other requirement stated in the Technical Specifications.

#### **8.1.3. Termination for Default**

Tambankulu Estates, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the Auctioneer, may terminate the Contract in whole or in part:

- (i) if the Auctioneer fails to deliver or provide the any or all of the services within the period specified in the Contract, or within any extension thereof granted by Tambankulu Estates;
- (ii) if the Auctioneer fails to perform any other obligation under the Contract; or
- (iii) if the Auctioneer, in the judgment of the Purchaser has engaged in Fraud and Corruption in competing for or in executing the Contract.

#### **8.1.4. Payment Terms**

- a) The Auctioneer's request for payment shall be made to Tambankulu Estates in writing, accompanied by invoices describing, as appropriate, the Goods delivered and Related Services performed, and by the documents submitted and upon fulfilment of all other obligations stipulated in the Contract.
- b) Payments shall be made promptly by Tambankulu Estates, but in no case later than sixty (60) days after submission of an invoice or request for payment by the Auctioneer, and after Tambankulu Estates has accepted it.

#### **8.1.5. Confidential Information**

- a) Tambankulu Estates and the Auctioneer shall keep confidential and shall not, without the written consent of the other party hereto, divulge to any third party any documents, data, or other information furnished directly or indirectly by the other party hereto in connection with the Contract, whether such information has been furnished prior to, during or following completion or termination of the Contract. Notwithstanding the above, the Auctioneer may furnish to its Partner such documents, data, and other information it receives from Tambankulu Estates to the extent required for the Partner to perform its work under the Contract, in which event the Auctioneer shall obtain from such Partner an undertaking of confidentiality similar to that imposed on the Auctioneer.
- b) Tambankulu Estates shall not use such documents, data, or other information received from the Auctioneer for any purposes unrelated to the contract. Similarly, the Auctioneer shall not use such documents, data, and other information received from the Purchaser for any purpose other than the performance of the Contract.