

# **ISLAMIC RELIEF SOUTH AFRICA**

**TENDER: REQUEST FOR QUOTATION – LIVESTOCK  
FOR QURBANI 2024/1445 – CAPE TOWN REGION**



**ISLAMIC RELIEF SOUTH AFRICA TENDER DOCUMENT**

**QURBANI PROGRAMME 2024/1445**

**FOR**

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**CAPE TOWN REGION**

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# TENDER: REQUEST FOR QUOTATION – LIVESTOCK FOR QURBANI 2024/1445 – CAPE TOWN REGION



## TENDER APPLICATION FORM Qurbani Services

Please ensure that the Tender Application is completed and submitted in the following manner with the relevant supporting documents.

How did you come to know about the Tender?

PRESS

WEBSITE

FACEBOOK

E-MAIL

OTHER

### SUPPLIER INFORMATION

Business Name & Surname: .....

Telephone Number: .....

Mobile Number: .....

Email Address: .....

Physical address: .....

Business Registration Number: .....

Director's Name and ID (if sole proprietor without business registration number) .....

.....

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### TENDER SUBMISSION DOCUMENTS

1. Tender Application Form
2. Official Quotation with prices to be Inclusive of VAT and full Qurbani service as per proposal. (Quote to reflect Company Registration and VAT numbers).
3. Veterinarian Certificate to verify suitability of livestock as per Tender Proposal requirements.
4. SARS Tax Clearance Certificate
5. Business Registration Documents.
6. Bank letter to confirm Banking details
7. Certified Copy of ID or passport of Director/s (if business is a sole proprietor without a business registration number).

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## ADDITIONAL INFORMATION REQUIRED

<p>Have you previously conducted a service as specified in the tender document?</p> <p><input type="checkbox"/> YES      <input type="checkbox"/> NO</p> <p>If yes, please provide details.</p>	<p>.....</p> <p>.....</p> <p>.....</p>
<p>Are you related to any member of Islamic Relief's Management, Directors, Staff, Volunteers or rights-holders?</p> <p><input type="checkbox"/> YES      <input type="checkbox"/> NO</p> <p>If yes, please provide details.</p>	<p>.....</p> <p>.....</p> <p>.....</p>

## CUSTOMER REFERENCES

<p>Please kindly provide us with contact details of previous clients.</p> <p><input type="checkbox"/> YES      <input type="checkbox"/> NO</p>	<p>.....</p> <p>.....</p> <p>.....</p>
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## COMPULSORY SITE INSPECTION

IRSA representatives will perform a compulsory site inspection of the premises and equipment on 24 May 2024.

## TENDER SUBMISSION PROCESS AND SUPPORT

We call for potential Suppliers to submit Tender Applications for Cape Town via email, registered mail or hand delivery on or by the 22 May 2024 at 12h00.

**Submissions and queries: [tenders@islamic-relief.org.za](mailto:tenders@islamic-relief.org.za)**

**Attention: Radiya Laattoe**

021 696 0145

396 Imam Haron Road, Lansdowne

7780

Your submissions will be screened accordingly and Islamic Relief South Africa will revert back to you shortly after a Service Provider has been selected by the Bid Evaluation Committee



Cape Town: 396 Imam Haron Road, Lansdowne  
Durban: 28 Abrey Road, Sherwood, Durban, KZN 4091  
Johannesburg: 157 Barry Hertzog Avenue, Emmarentia, Ext 1

Tel: 021 696 0145 / Fax: 021 696 1783  
Tel: 031 208 2838 / Fax: 031 207 9141  
Tel: 011 486 0153

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## TENDER BRIEF

The provision of cattle as specified (quantity, quality, minimum age and weight), the processing (halaal slaughter, skinning, cleaning, cutting), the packaging as specified and storage of meat packs in the refrigerator during distribution, for Islamic Relief South Africa's 2024 Qurbani Programme in Cape Town.

Islamic Relief South Africa (IRSA) is a Non-Profit Company providing humanitarian aid that aims to alleviate the suffering of the world's poorest people. Since 1984 IRSA has saved and transformed many millions of people's lives by responding to disasters or coming to the aid of vulnerable communities affected by poverty or conflict.

The South African office was registered in 2004 and prioritises the needs of orphans and vulnerable children. We promote sustainable economic and social development by working with local communities – regardless of race, religion or gender.

For more information about our work in South Africa, please visit our website: <http://www.islamic-relief.org.za>.

## PROJECT DETAILS

The Qurbani project is implemented annually by Islamic Relief South Africa (IRSA) and involves the distribution of meat packs during the festive celebration of Eid-ul-Adha.

Muslims are obligated to donate money which are used to procure livestock for slaughtering, slicing and packaging. The meat packs are then distributed to impoverished families in some of the poorest areas, on behalf of donors.

The expected impact for this programme is that families who normally have little or no food will get to enjoy a nutritious meal. The project is also expected to strengthen IRSA's relationships with local communities.

## REQUIREMENTS & SCOPE

Islamic Relief South Africa wishes to appoint Service Provider/s to take on the significant responsibility for supplying, safeguarding, feeding & storing of cows/bulls, slaughtering, skinning, cleaning, cutting, packaging and cold storing of meat for the Qurbani 2024 implementation programme in Cape Town.

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IRSA reserves the right to appoint and allocate the livestock to more than one service provider in the region.

## **SPECIFICATION OF LIVESTOCK (CATTLE):**

1. Animals must be between 2 to 4 years old.
2. Animals must have a minimum live weight of 450 kg.
3. Quality of meat must be of AB/B grade.
4. Animals must be in good physical health throughout the holding period, until slaughter.
5. Animals must not be pregnant at the time of slaughtering.

## **PRE-QURBANI REQUIREMENTS (EXPECTATION FROM SUPPLIER):**

1. A suitable place will be utilised to keep the livestock and they must be fed and provided with water until they are slaughtered.
2. The animals will be provided necessary health care and will be well guarded from the time of purchase until slaughtering.
3. The supplier must provide a letter to stipulate that all labour participating in the qurbani implementation understand the SHARIA requirements of this project.
4. The supplier must utilise a safe place to keep the animals and a conducive place that satisfies all SHARIA requirements for slaughtering, skinning, cleaning and packaging (animals must not see each other being slaughtered, livestock must not see animals being skinned and cut).
5. A written confirmation that the supplier will replace all animals that do not meet the requirements of this tender.
6. To replace livestock that do not conform to IRSA requirements and replace meat packs that have been lost and not fit for human consumption.
7. Veterinary certificates must be readily available for inspection by Islamic Relief South Africa.
8. Safety equipment - e.g. first aid kits, fire extinguishers etc.
9. Equipment required for the project - weighing scales, slaughter tools, refuse bins, trolleys for movement of supplies within the area.
10. Appropriate systems for waste management must be in place when selecting slaughter sites with due consideration paid to the environmental impact of waste disposal.
11. Water, Hygiene and Sanitation (WASH) considerations should be included when selecting slaughter sites, especially in communities, to ensure water

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contamination is avoided.

12. Livestock must be available at least 2 weeks prior to slaughtering for compulsory physical inspection and verification as per IRSA requirements, by a Veterinarian and independent expert.

## **REQUIREMENTS FOR SLAUGHTERING:**

1. An animal whose horn is broken off from the root, or the horn has been uprooted, is not be eligible for Qurbani.
2. Those animals that are totally blind or have lost one-third or more of their eye-sight, or one-third or more of one ear is cut, or one third or more of the tail is cut, are not eligible for Qurbani.
3. An animal, which limps and walks on three legs and cannot put the injured (4th) leg onto the ground, or it is able to put the injured leg onto the ground, but is unable to walk on it, is not eligible for Qurbani.
4. Animals having no teeth at all are not eligible for Qurbani. If an animal has lost some teeth only, and has most of the teeth, it is eligible for Qurbani. If most of the teeth are lost, it is not eligible for Qurbani.
5. Animals born without ears are not eligible for Qurbani.
6. Thin and extremely weak animals, unable to walk to the place of slaughtering, are not eligible for Qurbani.
7. The Islamic slaughter requires that the throat, the external jugular veins and the wind-pipe of the animal to be swiftly and clearly severed with a very sharp knife, together with invoking Allah's name.  
If only two of the passages and veins are cut, the slaughter will be incorrect. If any three of the four are severed, the slaughter will be correct.
8. An animal should not be slaughtered, skinned and cut in the presence of another animal.
9. Mechanical slaughter and the use of stunning of the animal is not permitted.

## **REQUIREMENTS FOR STORING AND PACKAGING:**

1. Appropriate and safe stacking methods to ensure risks to staff and volunteers or damage to items is minimized.
2. Quarantine area for keeping rejected livestock/ goods to be sent back or destroyed
3. Refrigeration facilities for meat must be provided and must comply to the applicable standards
4. Islamic Relief will provide clear and branded packages wherein the supplier must package the meat into approximately 5 kg packets.
5. The offal's and the tongues must be package separately.

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6. The inner bags of meat must be sealed to avoid seepage of blood
7. At the request of Islamic Relief the paced meat must be stored for a pre- determined amount of time (maximum 7 days).

## TENDERING DATES AND CONTACT DETAILS

For any Tender related queries and regional submissions please contact Procurement Officers in the region nearest to you:

### **E-mail Submissions:**

[Tenders@Islamic-relief.org.za](mailto:Tenders@Islamic-relief.org.za)

### **Post & Courier Submissions:**

Western Cape Office:

**Tender - Qurbani 2024**

396 Imam Haron Road

Lansdowne

7780

**Tender submission deadline: 12pm, Wednesday, 22 May 2024**

Your tender applications will be screened accordingly, and if necessary, prospective vendors may be asked to present their proposal. Compulsory site inspections will also be conducted prior to award.

The complete document and tender process are also available online: <http://www.islamic-relief.org.za/tenders/>.

### **All suppliers submitting Tender Applications are requested to:**

1. Complete and submit the Tender Application Form
2. Submit with all the relevant documents as requested in the Tender Application Form
3. Submit an Official Quote that includes the costing of all the specifications for the full Qurbani service, including veterinary certificates, as stipulated in Appendix 1.

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## EVALUATION CRITERIA

- **Cost:** Securing the best value for money on behalf of IRSA’s donors and rights holders.
- **Quality:** Livestock should be of the highest local standard and conform to the dietary requirements of Muslims by being halaal. Issues of meat quality and yield must be taken into account.
- **Track record:** Where the supplier has provided previous services for IRSA, their track record must be evaluated.
- **Capacity:** The supplier must be reputable and able to demonstrate a proven track record in supplying quality livestock at competitive prices with reliability in the target area.
- **Source:** The source of the animals must be halaal and legal. Any suspicion that the livestock is stolen or has been acquired in a disreputable or immoral fashion will be investigated before contracts are signed.
- **Location:** Where possible, and in consideration of the above criteria, the priority should be given to local suppliers in the region.
- **Accountable:** The selected supplier should be able to present IRSA’s field offices with valid quotations, invoices and receipts.



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## Appendix 1

**Please complete and return this document for Bid Evaluation process.**

### **COST EVALUATION**

The Tender will be awarded to the applicant based on the evaluation criteria set out above including the supplier offering the best value for money, taking into account all requirements, namely, the supply of cows/bulls (minimum live weight 450 kg), storing and safeguarding of livestock, slaughtering, skinning, cleaning, cutting, packaging and refrigerated storage of meat packs in a strictly Halaal approach whilst respecting all protection laws of animals in South Africa. Please cost for both grades separately.

<b>Business Name</b> <i>(insert name)</i>	
Cost of Livestock <b>AB grade</b> – approximately 50 Cattle, subject to funding	R
Cost of Livestock <b>B grade</b> – approximately 50 Cattle, subject to funding	
Holding and Feeding Cost	R
Processing & Packing (packaging to be provided by IRSA)	R
Veterinary certificate	R
Refrigerated Storage	R
Other Expenses <i>(please specify)</i>	R
<b>Total Cost</b>	<b>R</b>