

INVITATIONS FOR EXPRESSIONS OF INTEREST

1.0 INTRODUCTION

The Southern African Railways Association (SARA) at its Board Meeting held on 30th November 2017, approved two strategic documents namely the 2018-2022 SARA Strategic Plan and, the SARA Sustainability Initiatives Programme. Ensuing from these two policy approvals, the SARA has planned for the development of a SARA monthly news bulletin for publicity & marketing of the SARA members, suppliers to the railway and marine logistics industry, SADC Railway programmes and projects, and all SARA Projects. This is contained as an activity under Goal 1: Increase rail market share to at least 40% by 2022; measure 1- Establish sustainability and resource mobilization initiatives under SARA.

The SARA is hereby calling for Expressions of Interest for the development and online publication of a self-financing bi-monthly SARA Railway and Logistics Magazine. The first issue for this online magazine should be published on 1st October, 2018. This Expression of Interest is open only to suitably qualified and experienced firms registered and domiciled in the SADC region.

2.0 OBJECTIVES OF THE SERVICES

- 2.1 To market SARA Members and programmes under the SARA 2018-2022 Strategic Plan
- 2.2 To market SADC Railway Development Agenda relative to the Program for Infrastructure Development in Africa (PIDA) and the SADC Regional Infrastructure Development Master Plan
- 2.3 To inform SARA Members and Stakeholders on the recent developments in the railways and logistics industry
- 2.4 To provide an advertising platform for suppliers and service providers to the railways and logistics industry for show casing their products and services to the SARA members and stakeholders
- 2.5 To sustain the publishing of the online magazine whilst also generating revenues in contribution to SARA sustainability

3.0 THE FIRM

The SARA now invites eligible firms with the suitable experience and professionalism online and media publications to submit Expressions of Interest for this assignment. The Firm (s)

should demonstrate high knowledge and skill in the areas that constitute the objectives above and must provide the following information:

- 3.1 relevant experience and role of the firm's professional staff in reference to the assignment. Minimum of 5 years experience for each expert.
- 3.2 relevant experience of the firm that best fits with the proposed assignment- Be explicitly relevant to the objectives of the assignment. Minimum of 10myears experience for each interested firm.
- 3.3 A detailed company brochure (presenting the profile relevant to the assignment).

4.0 INSPECTION OR QUALITY TESTING REQUIREMENTS OR INDICATORS OF SUCCESSFUL PERFORMANCE

Interested firms must submit a minimum of three similar assignments (or projects) they have conducted, with a brief description of the tasks undertaken. This should specifically highlight relevance to the objectives of this assignment.

5.0 OTHER REQUIREMENTS

All interested firms must submit the following documents (certified copies) as part of their Bid for their firm;

- 5.1 Certificate of Incorporation/Registration
- 5.2 Company Profile (refer to 3.3 above)
- 5.3 VAT Certificate where applicable; and
- 5.4 Valid Tax Clearance Certificate

6.0 PROCUREMENT METHOD

This is a SADC restricted international competitive bidding. A maximum of five and minimum of three firms will be short listed and issued with the Request for (Technical and Financial) Proposals. A firm, once issued with the Request for Proposals will be selected using Quality Cost Based Selection (QCBS) Procurement Method.

7.0 DURATION OR COMPLETION SCHEDULE

The Expressions of Interest should be submitted by email on or before 31 May 2018. Only shortlisted firms will be reverted to by issuance of Requests for Proposals to them by the SARA Secretariat.

8.0 SUBMISSION OF EXPRESSION OF INTEREST

Expression of Interest clearly marked **EXPRESSION OF INTEREST FOR THE DEVELOPMENT AND ONLINE PUBLICATION OF A SELF-FINANCING BI-MONTHLY SARA RAILWAY AND LOGISTICS MAGAZINE** must be emailed to

stmarimbe@sararail.org and copied to lmsakanga@sararail.org on or before the 31st of May, 2018. **Late, faxed or hard copies of expressions of interest shall be rejected.**