



Moses Kotane Institute

INNOVATION. THE FUTURE

The Moses Kotane Institute (MKI) is an entity of the KwaZulu-Natal Provincial Government through the Department of Economic Development, Tourism and Environmental Affairs (EDTEA). Its mandate is to provide internationally recognised quality research driving the economic development and innovation in the province. It does this by providing timely and accurate research to support the attainment of radically transformed, inclusive and sustainable economic growth for the province in partnerships with public and private sector. It is also funded mainly by EDTEA and other stakeholders.

TERMS OF REFERENCE FOR SERVICE PROVIDERS TO CONDUCT A RESEARCH STUDY ON THE COMMERCIALISATION AND BENEFICIATION OF CANNABIS ON THE DEVELOPMENT OF THE RURAL ECONOMY.

1. Purpose

MKI seeks to secure the services of competent individuals, project managers or Institute of higher learning to conduct a research study on the impact of the commercialisation and benefit of cannabis on the development of the rural economy through: (cannabis farming, production of differentiated material, wholesale, distribution and retail sales). The study should focus on the following specific districts: UThukela District, Zululand District, ILembe District, and UMkhanyakude District.

2. Objectives and Scope of work

- 2.1 To identify opportunities presented by the cultivation of cannabis for medical, medicinal and industrial purposes.
- 2.2 Identify opportunities presented by the export market for differentiated products.
- 2.3 Establish model for beneficiation related to cannabis entrepreneurship and trade, taking into account the associated value chain.
- 2.4 Provide accurate information on areas that are considered ideal for growing cannabis within the province with focus on the following specific districts: UThukela District, Zululand District, ILembe District, and UMkhanyakude District.
- 2.5 Determine the impact of cannabis on the expansion of the rural economy in KZN.
- 2.6 Assess the practical application of legislation related to cannabis production, consumption, and trade.
- 2.7 Based on the study findings, provide recommendations.
- 2.8 Service provider will have to identify different cannabis cultivars and their properties.
- 2.9 Identify existing and potential producers as well as areas of production in KZN targeting; Cooperatives, Women and Youth.
- 2.10 Provide adequate information on the classifications of cannabis industry.

3. Responsibilities

- 3.1 Present inception report before the commencement of the project for input/approval.

3.2 Produce a research paper that will be presented to the institute and relevant stakeholders.

3.3 Must submit close out phase report after one week of project completion.

4. Terms of committee membership

Appointment will be for a period of 4 months, it can be extended for a period not exceeding 1 month based on performance.

5. Project costs

The service for the project will be funded by MKI. Service providers are requested to attach a brief profile detailing, in years, their previous experience in research. The profile must also include workplan and total costs. The costs will be an all-inclusive (including disbursements). Service providers will not receive remuneration for participating in teleconferences.

6. Required competencies

6.1 Expertise in research

6.2 The project manager should hold a Doctoral Degree (PHD) in any of the following: Biomedical Science, Agri-Business, Horticulture, Social Sciences, Economics and Business Science, or equivalent.

6.3 The project manager must have published a minimum of 3 peer reviewed papers in the last three years.

7. Mandatory compliance requirements for Institutions

7.1 Research proposal which covers the following:

- a. Methodology
- b. Implementation plan (including timeline)
- c. Project team
- d. Updated CVs of the project manager and project team members.
- e. Certified copies of IDs (certificate must not be older than 3 months).
- f. Budget

7.2 Appointment will be subject to the following compliance documents:

- a. Valid tax clearance certificate
- b. Proof of registration in terms of Higher Education Act (HEA)
- c. Company registration with CIPC
- d. Bank letter (in the name of the institution/company)

NB: Failure to comply with the above mandatory requirements will lead to disqualification

8. Disclaimer

- a. The Terms of Reference (TORs) are subject to amendments or extension as the need arises during the course of work.
- b. MKI reserves its right not to appoint,
- c. MKI reserves its rights to appoint more than one service provider (i.e. one service provider for each case)
- d. MKI reserves its rights to negotiate the price with the relevant panel member in due course
- e. MKI reserves the right to terminate the mandate should a pre-existing conflict of interest on the part the firm and or assigned person (s) be found at any stage of the panel period

- f. Originals of the documents will be requested from the qualifying applicant panel members.

**ANNEXURE A
EVALUATION GRID**

1. (a) Institution/Company Evaluation
This is a two-stage evaluation bid. The first stage is the administrative compliance, the second is the technical evaluation.
2. Bidders who meet the administrative requirements compliance shall be evaluated for technical requirements.
3. Bidders need to score the minimum required technical points of 60% of 100 or 60 points.
4. Prospective bidders will be invited to an inception meeting where the inception report will be discussed.

COMPANY/INSTITUTION NAME	
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STAGE 1

ADMINISTRATIVE COMPLIANCE FOR INSTITUTION/COMPANY GRID (Y=Yes / N=No)					
#	Document	Submitted	Compliant	Non-Compliant	Not Submitted
1	Valid tax clearance				
2	Proof of registration in terms of Higher Education Act (HEA) where applicable				
3	Company registration for Research Institute (with CIPC) where applicable				
4	Bank letter (in the name of the institution/company)				
5	Certified ID copies of persons to carry out project (certification not older than 3 months)				
6	Updated CVs of the project manager and project team members				

STAGE 2
Stage 2 (EVALUATION OF THE PROJECT LEADER'S PROPOSAL)
Technical Evaluation Grid

	Score	Evaluator's score
1. Showing understanding of the scope of work?	10	
Yes	10	
No	0	
2. Traceable experience and expertise in research	20	
Less than 5 years	10	
5-7 years	15	
8 years and above	20	
3. Qualifications of the project leader (Mandatory)	30	
Doctoral Degree in any of the following: Biomedical science, Agri-Business, horticulture, social Sciences, Economics and Business Science or equivalent.	30	
Master's /Honours/Undergrad qualification (Disqualify)	0	
4. Has the Bidder provided a clear and practical implementation plan (including timeline)	10	
Yes	10	
No	0	
5. Number of peer reviewed papers published by the project manager (mandatory)	30	
3 peer reviewed papers and above	30	
2 peer reviewed papers	20	
1 peer reviewed paper	10	
Total	100	

Evaluator's comments on strength and Weaknesses
