

BID NO: NCEDA22/03

**TERMS OF REFERENCE FOR NAMAKWA SPECIAL ECONOMIC ZONE INFRASTRUCTURE
MASTER PLAN SITUATED IN AGGENYS**

- ELIGIBILITY** : The Northern Cape Economic Development, Trade and Investment Promotion Agency herewith invites bid proposal from adequately qualified and experienced consulting companies to prepare a infrastructure master plan.
- DUTY STATION:** : Kimberley.
- CONTRACT PERIOD:** : Concluded on appointment
- REPORT TO** : The Acting Chief Executive Officer, Northern Cape Economic Development, Trade and Investment Promotion Agency, South Africa or designated official.
- APPOINTMENT BY** : Northern Cape Economic Development, Trade and Investment Promotion Agency (NCEDA).

TERMS OF REFERENCE FOR THE APPOINTMENT OF A PROFESSIONAL SERVICE PROVIDER(PSP) TO DEVELOP THE NAMAKWA SPECIAL ECONOMIC ZONE INFRASTRUCTURE MASTER PLAN

All interested and competent professional service providers (PSP) are hereby requested to submit a quotation with all the requisite compliance documentation for the following project:

The Namakwa Special Economic Zone Infrastructure Master Plan, located in Aggeneys, Khai Ma Local Municipality, Northern Cape Province.

1. BACKGROUND

The Namakwa Special Economic Zone is multi-sectorial industrial economic zone development based on the industrial agenda of the Northern Cape. To achieve this agenda, the Northern Cape is focused on development of the industrial development corridor, also referred to as the N14 development corridor starting with the development of Kathu Industrial Park and ending, noting Upington Industrial Park and Namakwa SEZ as key nodes, with Boegoebaai harbour has been approved by the Province.

The concept of the proposed Namakwa SEZ was initiated from the 2018 Presidential investment drive to attract investment to the country. Vedanta Zinc International (VZI) committed to invest in South Africa with the establishment of the Black Mountain Mine and the Gamsberg Mine both situated in Aggeneys, Namakwa District. At the official launch of the Vedanta Gamsberg Zinc Mine, President Cyril Ramaphosa suggested that the mine complex could be the core and catalyst for economic development for the region through the establishment of an SEZ. President specifically called for more beneficiation of South Africa's minerals to take place in South Africa and for the Northern Cape to develop a new industrial city based on the opportunity.

The Namakwa SEZ is located in Aggeneys, Khai Ma Local Municipality within Namakwa District.



The goals and objectives of the project are to support the NCEDA, DEDAT, Khai Ma LM, and the DTIC with strategic information (the Namakwa SEZ Master Plan) in order to:

- a) Develop the Namakwa Special Economic Zone (SEZ) Infrastructure Master Plan.
- b) Assist to ascertain the SEZ services required to support the establishment and operations of the Namakwa SEZ.
- c) Provide clarity on the infrastructure investment needs of the Namakwa SEZ.
- d) Ensure the compliance of DEDAT and NCEDA to their obligations in respect of the approval, proclamation and establishment of the SEZ.
- e) Assist NCEDA to anticipate the SEZ development and gear up its readiness to provide the enabling bulk services.

4. SCOPE OF WORK

The Professional Services Provider (“the PSP”) required for the development of the Namakwa SEZ Master Plan is expected to undertake stakeholder engagement, conduct assessments, and compile an infrastructure master plan with and implementation strategy, with clear goals and objectives.

In particular, the following activities are expected to be performed during the course of the development of the master plan:

- a) The development of the Namakwa SEZ Infrastructure Master Plan must be done in compliance with the Department of Trade, Industry and Competition (DTIC) requirements and standards. The PSP is expected to undertake all activities required to achieve the deliverables of the Namakwa SEZ Master Plan in such a manner as to attain approval by the DTIC.
- b) The PSP is expected to include a funding model and a programme for the implementation of all the infrastructure identified in the master plan. The funding model must include budgeting for ecological infrastructure, climate change and gender aspects.
- c) As part of the development of the Namakwa SEZ Master Plan, the PSP is expected to evaluate the short, medium and long-term infrastructure requirements to establish and operate the Namakwa SEZ.
- d) The following services, amongst others, will be required for the Namakwa SEZ Master Plan:

The infrastructure Master Plan for the Namakwa SEZ should cover the following master plans:

- Water Services Master Plan
- Sanitation Master Plan
- Stormwater Master Plan
- Roads and Transport Master Plan
- Electricity and Energy Master Plan
- Solid Waste Master Plan
- Integrated Housing Master Plan
- Namakwa SEZ Facilities and Office block Master Plan

5. DELIVERABLES

- a) The detailed planning outputs of the Namakwa SEZ Master Plan are to be in line with all applicable South African National Standards and relevant Codes of Practice (e.g., SPLUMA, township establishment, environmental and heritage management, national building regulations, Technical Methods, etc.).
- b) During the execution of the project, the PSP must at all times ensure strict adherence and compliance to all applicable regulatory and statutory compliance requirements.
- c) At the conclusion of the project, ten (10) hardcopy and ten (10) electronic (CD / Flash drive) copy sets of the detailed planning outputs e.g., Infrastructure Master Plan, etc. are to be submitted to NCEDA.

The Namakwa Infrastructure Master Plan must be aligned with the visions and targets outlined in various source documents which will be made available to the appointed Service Provider. The sector strategies and plans to be considered, including all Master Plans, are as follows but are not limited to:

- It is essential that the above plans are read in conjunction,
- with the Integrated Development Plan (IDP) and the,
- Spatial Development Framework (SDF) to ensure,
- that they support the growth direction proposed for the municipality or highlight areas that need to be reconsidered in terms of the SDF. Proposals should all take cognisance, reference, and include those available,
- Environmental strategies and plans,
- Local Economic Development strategies and plans,
- Social services strategies and plans,
- Urban Renewal Strategy.

It is expected that the Service Provider will be well versed in the planning and public sector environments. It is therefore incumbent on the Service Provider to incorporate strategies and directions demanded by documents apart from those listed above, or more recent than those, which were not available when this Terms of Reference was prepared.

EVALUATION CRITERIA

This is a two-stage bidding process which is firstly to evaluate the functionality/technical proposal and the pricing proposal. This means that the technical proposal must be separated from the financial proposal but both must be submitted at the same time.

1.1 FUNCTIONALITY CRITERIA

The Technical Proposal Assessment will carry 100 points and Presentation will be made to the Functionality Committee.

Bidders must obtain at least 70% to qualify on functionality. Bidders who do not achieve the minimum of 70% will be disqualified.

TECHNICAL PROPOSAL ASSESSMENT – 100 points			
<u>CRITERIA</u>	<u>RATE(1– 5)</u>	<u>WEIGHT</u>	<u>TOTAL</u>
Proven experience. Minimum 1 year experience		30	
Financial Capability		10	
Human Resource Capabilities		15	
1. Project management and leadership competence of key personnel.			
2. Proven experience of ability to coordinate and communicate effectively with a widely dispersed project stakeholder group			
Methodology		30	
1. Proposal clearly defined with a systematic layout and demonstrating a clear understanding of the project innovatively.			
2. Feasibility of the methodology in achieving the scope of work clearly outlined.			
Identified presence or office within the Northern cape		15	

a. Proof of municipal account – 6 months statement			
b. Official functioning office in Northern Cape			
c. Verifiable clients within the Northern cape			
d. Illustrating a clear comprehensive social responsibility within the Northern Cape			
Total points		100	

SUPPLIER DUE DILIGENCE

The entity reserves the right to conduct supplier due diligence prior to final award or at any time during the contract period. This may include site visit. A negative report might lead to performance management with its related issues.

CONTRACTUAL AGREEMENT

The successful Bidder(s) will be required to enter into a formal contract with NCEDA that shall be based on this bid specification, the accepted bid, and the letter of acceptance. The contractual agreement may be extended by mutual agreement between the successful service provider(s) and NCEDA.

The contract or any part thereof shall not be subcontracted by the Bidder to any other party without the prior written consent after the bid has been awarded. In the event of any sub-contracting, the Bidder shall bear full responsibility for

6. PROJECT DURATION

The project duration of the compliant infrastructure master plan will be expected 8 months after appointment

7. PAYMENTS

7.1 Payments will be made only for work performed to the satisfaction of the project team in recommendation to NCEDA. The service provider will only be paid according to deliverable successfully achieved (per phase), as per approved program of action, to the satisfaction of NCEDA.

7.2 Original invoices to substantiate all costs must be provided. The invoices should include the

NCEDA's order number that will be provided to the selected service provider upon acceptance of the bid. Invoices must clearly indicate the number of hours spent on the project, for what purpose those hours was spent and to what extent the objectives were achieved.

8. EXPERIENCE

The company should have undertaken at least three (3) projects of a similar nature and/or magnitude. In the case of a joint venture, the companies should have undertaken at least five (5) projects of a similar nature and/or magnitude. These projects must be clearly indicated in the proposal and contact details for reference purposes must be provided. Projects of a lesser nature and/or magnitude should not be submitted. The company or companies, in the case of a joint venture, must have individually been in practice for a period of at least five (5) years. Adequate proof of this must be submitted. Any company that previously operated under another name, however, will not be disqualified, as long as adequate proof can be given of a name change the last five (5) years.

9. REPORTING AND ACCOUNTABILITY

- 9.1 During the execution of this contract, the successful Service Provider will be required to work closely with all the relevant stakeholders, departments and the NCEDA Project Manager.

The PSP will report to NCEDA in accordance with meeting schedule and the Project any others that the Service Provider will deem necessary for the execution of the project.

NCEDA will retain all its right as the Employer in terms of the professional services contract to be concluded with the successful PSP. Such rights include issuing written notices and instruction to the Service Provider in line with the conditions of contract.

- 9.2 All information captured and or used to generate the outputs of the project remains the property of NCEDA, and must be handed over in its totality when the project is closed. NCEDA will retain copyright and all associated intellectual rights thereof. This document together with all agreements to be or reached during the course of the project become part of the contract. The information must be captured and provided in a digital format as agreed (in writing).

- 9.3 The project will be signed off by the Acting CEO of NCEDA when all the end products have

been delivered, a formal presentation has been made to the Project Team and the Acting CEO of NCEDA is satisfied that all requirements have been met.

10. OUTCLAUSE

- 10.1 NCEDA reserves the right not to appoint if suitable candidates are not found, at the complete discretion of NCEDA.
- 10.2 The department reserves the right to terminate the contract in the event that there is clear evidence of non-performance.

11. SCM MANDATORY REQUIREMENTS FOR SUBMISSION:

Consultants will need to demonstrate that they have a clear understanding of these Terms of Reference. Emphasis will be placed on the quality of experience and expertise of the consulting team, the extent that the team can provide the integrated knowledge and expertise required to facilitate decision making processes.

The following support documents (if PFMA or AG require additional documentation a formal request will be issued) will be required to accompany your quotation to ensure that NCEDA as a 3C government entity remain PFMA compliant:

- Detailed quotation,
- Project plan,
- Billing and payment schedule,
- SARS Pin,
- Valid CSD Report,
- Company profile that will indicate competence and references relevant to this assignment,
- BBBEE Sworn Affidavit / Original BBBEE Certificate,
- Consolidated BBBEE certificate or Sworn Affidavit for a Joint Venture,
- SBD 1, Invitation to Bid,
- SBD 3.3, Pricing Schedule,
- SBD 4, Bidders Disclosure,
- SBD 6.1, Preference Points Claim in terms of the Preferential Procurement Regulations 2017,
- Joint Venture,

In bids where Consortia / Joint Ventures / Sub-contractors are involved; each party must submit all SCM mandatory requirements above.

NOTE THAT FAILURE TO FULLY COVER THIS IN YOUR BID MAY RESULT IN YOUR BID BEING REJECTED WITHOUT FURTHER CONSIDERATION.

12. PROPOSALS VALIDITY

Proposals shall remain valid for a period of 90 days from closing date.

13. SUBMISSION OF PROPOSALS

Closing Date: 05 AUGUST 2022

Closing Time: 11h00

All enquiries can be directly forwarded to myself.

- Mr Hendrik Louw
- Email: hlouw@nceda.co.za
- Telephone Number: 081 323 2533

For Supply Chain related enquiries Contact:

- Mrs. Boitshepo Buang
- Email: bmatstime@nceda.co.za
- Telephone Number: 087-086 -0350

PROPOSALS MUST BE HAND DELIVERED OR COURIERED TO

DSC Office Building, 1ST FLOOR
69 Memorial Road
Monument Heights
Kimberley
8300

No emailed or Faxed proposals will be accepted.