

 Xolani Nikelo
 073 097 5827
 Xolani.Nikelo@dedea.gov.za
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TERMS OF REFERENCE FOR THE REVIEW AND UPDATING OF THE WILD COAST COASTAL DEVELOPMENT PLAN

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1. INTRODUCTION AND BACKGROUND INFORMATION

The Eastern Cape has a coastline of approximately 875km, stretching from the Mtamvuna Estuary on the northeastern side to the Bloukrans Estuary on the southwestern side. The northeastern eastern part of the coastline is characterized by an undulatory and rugged coastline, whilst the areas around Buffalo City Metro, Kouga Local Municipality are more gentle to flat in some areas before they becoming undulatory deep gorges along the garden route, on the far south west of the Province. The area to the east of Buffalo City up to Mtamvuna is commonly known as the Wild Coast.

The Wild Coast of the Province is regarded as one of the most environmentally sensitive area. The Wild Coast is home to one of the two internationally recognized biodiversity hotspots, the Maputaland-Pondoland-Albany hotspot. This biodiversity hotspot area covers the eastern parts of the Amathole, Chris Hani, Joe Gqabi District Municipalities as well the whole of the OR Tambo and Alfred Nzo District Municipalities. Further, the northeastern part of the coastal area houses the Pondoland Centre of Endemism.

A number of programmes are planned for the Wild Coast, with some of catalytic projects including, but not limited to the N2 Toll Road, the Eastern Seaboard Development, Oceans Economy and Small Harbours. Some small-scale local economic development initiatives area also planned at various points along the Wild Coast. Additionally, these interventions will affect the movement of people into the areas where the development is taking place. With the area being largely communal lands, where no formal land rights exist, it becomes difficult to implement sustainable development principles, as most of the development takes without the relevant organs of the state being aware of such development. It becomes important that a thorough assessment of the area of the Wild Coast is undertaken in order to determine areas where intensive infrastructure development, rural economic initiatives, low impact development etc. can be undertaken. An investigation of where the coastal communities had historically settled must also be conducted and where the environmental sensitivity allows, these areas be recognized as coastal settlement.

The Environmental Conservation Decree (Decree No. 9 of 1992) requires that the Department, in its processing of the permit applications in terms of Section 39(2), it should be guided by a Plan for the Control of Coastal Development. Further, the National Environmental Management: Integrated Coastal Management Act empowers the MEC to manage and control activities that are taking place within the Coastal Protection Zone (CPZ), established in terms of Section 16 of this Act, in line with the purpose for which the CPZ is established. Section 56(3)(c) empowers the MEC to establish a coastal planning scheme that applies to an area of the coastal zone within the Province. The current Coastal Development Plan for the Wild Coast is based on the now impugned 2015 Wild Coast Environmental Management Plan, and hence the need for it to be reviewed.

The Department therefore seeks to appoint a suitably qualified and experienced service provider to assist in the review of the current Wild Coast Coastal Development Plan. The project will be implemented as a multi-year project, commencing in the 2025/26 financial and to be completed in the 2026/27 financial year. The study area for the project will be Coastal Protection Zone (as defined in Section 16 of the ICM Act) in the area between the Great Kei River Mouth and the Mtamvuna Mouth. The process will include an extensive coastal community consultation and groundtruthing

of biophysical environment, in collaboration with the respective coastal communities and relevant organs of the state. The product of this process will be used by the Department in the decision-making processes for coastal permit applications in terms of the Environmental Conservation Decree (Decree No. 9 of 1992) (the Decree) and / or the Regulations in terms of the Sections 84 of the National Environmental Management: Integrated Coastal Management Act.

2. OBJECTIVES, SCOPE OF WORK AND DELIVERABLES

The objective of this document is to present the Terms of Reference for the appointment of a suitably qualified and experienced Service Provider that will assist the Department in undertaking the review and updating of the Wild Coast Coastal Development Plan through a participatory process involving the interested and affected coastal communities.

2.1. OBJECTIVE 1: INCEPTION MEETING & PROJECT STEERING COMMITTEE

- Service provider will be required to organize and attend a Project Inception Meeting (PIM) with the project team of the Department. The purpose of the PIM is to clarify the project outcomes, finalize scope of work and the project plan. The Service Provider will be expected to produce an Inception Report, following the attendance of PIM, which report will also serve as the first Project Progress Report. Thereafter, project progress reports must be submitted every two months.
- A Project Task Team (PTT) will be established, where the appointed Service Provider will be expected to organize and participate bi-monthly (every 2 months) meetings. The Service Provider will be expected to assume the secretariat services for the PTT and DEDEAT will chair the meetings of the PTT.

2.2. OBJECTIVE 2: LITERATURE REVIEW, GAP ANALYSIS & SITUATIONAL ASSESSEMENT

The appointed service provider will be expected to undertake the review of the existing literature, legislation, policies, plans and programs of the different organs of the state that have an impact on the management of the Wild Coast. Such review must include the Integrated Development Plans and Spatial Development Frameworks and Local Spatial Development Frameworks for each of the Local & District Municipalities and Local Community Development Plans (where they exist) within the study area. The literature review must draw a clear picture of how each of these instruments affect or may affect development in the Wild Coast.

This process must also include the review of the current Nodes, Coastal Settlements and Biodiversity and Landscape Management Areas as per the current Wild Coast Coastal Development and have them superimposed on against the existing datasets for Climate Change Vulnerability, the Critical Biodiversity Areas as per the Eastern Cape Biodiversity Strategy and Action Plan, Forestry areas, Protected Area Expansion Strategy, the Municipal Plans and other relevant datasets in order to assess the alignment of these datasets with the current CDP EMP.

A detailed review of the historical records and literature on areas of historical settlements and burial grounds must be undertaken as part of this process. An assessment of the present environment at these sites for future settlement developments must be undertaken.

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Existing and / or potential gaps or challenges that hinder the successful balance between conservation and sustainable development of the Wild Coast must be thoroughly investigated and reported during this phase. Strategies to address these gaps and challenges will be addressed in the final Coastal Development Plan for implementation by the Department and the relevant stakeholders.

During this phase, the Service Provider will also be required to facilitate community engagement with each of the Traditional Authorities and their respective communities. The purpose of these engagements will be to present the project, develop a Local Vision and Objectives for the Wild Coast, based on the aspirations of the local people. The capacity of the existing nodes and coastal settlements must be assessed during this process in order to determine the need for expansion or establishment of new ones. Strong Social Facilitation skills will be key factor in the success of the project.

Upon finalizing the Scoping / Gap Analysis Report, the appointed service provider will be required to present the draft report to the coastal communities at least 10 localities covering the following areas: Centane, Willowvale, Elliotdate, Coffee Bay, Ngqeleni, Port St. Johns west (west of Umzimvubu estuary), Port St. Johns East (east of Umzimvubu estuary), Mbotyi, Lambasi, Xolobeni and Mzamba.

The output for this phase will be a Scoping / Gap Analysis Report, which as a minimum, should include information on:

- Legislative instruments that are currently applicable to the effective management and development of the Wild Coast.
- Provide an overview of the structure, functioning and state of the Wild Coast.
- Description of the socio-economic context (demographic, economic profile, etc.) and the level of dependence of communities on coastal resources.
- A description of ecosystem goods and services that are provided or should be provided though the sustainable development of the Wild Coast.
- A Detailed description of biodiversity / ecological sensitivity and Conservation Status or Planning of the Wild Coast (Protected Areas, protected environment, Critical Biodiversity Areas etc.).
- A description of Cultural and heritage resources of provincial and national significance.
- Projected climatic changes that could affect the development and human settlements on the Wild Coast.
- Identify and depict on a map, existing and planned strategic infrastructure and development nodes (e.g. roads, renewable energy sites etc.) along the Wild Coast.
- An assessment of existing and / planned bulk infrastructure, roads and waste management strategies & infrastructure within the area of the project, which must inform any future developments within the area.
- A description of existing intergovernmental structures and community engagement platforms where development matters for the Wild Coast are discussed.

The Scoping / Gap Analysis Report must be submitted in both English and IsiXhosa language versions.

2.3. OBJECTIVE 3: DEVELOPMENT OF THE WILD COAST COASTAL DEVELOPMENT PLAN

Following the compilation and acceptance of the Scoping / Gap Analysis Report by the PTT, the appointed service provider will be expected draft an updated Wild Coast Coastal Development Plan. The revised Coastal Development Plan must be developed in close consultation with the affected coastal communities. The final draft Coastal Development Plan must be presented to each of the coastal communities as per the initial consultations for the Scoping / Gap Analysis Phase.

Upon finalization of the project, the appointed service provider will be required to conduct an in-service training for the purpose of transferring skill on the use of the Decision Support Tool to the officials of the Department.

The updated Wild Coast Coastal Development Plan must as a minimum, include the following:

- A local Vision for the management of the Wild Coast, based on inputs obtained from the communities / stakeholders during the previous phase. It is important that the Vision for the Management of the Wild Coast must be consistent with the Provincial Vision for coastal management, as contained in the Provincial Coastal Management Programme.
- The management objectives for the achievement of a balance between the conservation and sustainable development of the Wild Coast. The objectives must be developed through a participatory process and be guided by the Provincial Coastal Management Programme as well as the Provincial Growth and Development Plans for the Eastern Cape.
- Performance indicators to measure progress on the achievement of those objectives.
- A clear strategy to achieve improved communication and trust between the state and communities on the Wild Coast.
- A GIS based Decision Support Tool for processing applications of different categories (e.g. Holiday Resorts, Bulk Infrastructure, Subsistence Agriculture, Residential Developments etc.) of development along the wild coast whilst protecting the sensitive environments.

On finalization of the project, the appointed service provider must submit to the Department 2 x memory sticks containing the following:

- A Full version of the updated Wild Coast Coastal Development Plan in Ms. Word and PDF. The Coastal Development Plan must be submitted in both English and IsiXhosa versions.
- All progress reports generated during the course of this appointment
- All meeting minutes and attendance registers of PTT meetings
- A full Public Participation Report
- A Decision Support Tool for processing of applications for permits and / or authorizations by the Department
- All maps and / or diagrams generated as part of this appointment.
- All data that was produced as part of this appointment and over which the Department will have ownership.


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2.4. OBJECTIVE 4: PUBLIC PARTICIPATION PROCESS

The appointed service provider will be required to undertake the review and updating of the Coastal Development Plan in close consultation with the interested and affected stakeholders, with a particular focus on coastal communities existing within the study area. It is for this reason that a strong social facilitation capability must be built into the project team for the project, in order to build harmony and trust between the project team and the communities. The minimum Public Participation Process that must be followed for the project can be summarized as follows:

- Community Workshops with each of the Traditional Authorities and their respective coastal communities at their areas.
- Facilitation of a minimum of 40 Workshops and / or Consultations as follows:
 - **Scoping / Gap Analysis and Vision & Objective Setting Phase-** Consultations / workshops with each Traditional Authority within the study
 - **Scoping / Gap Analysis Reporting** – Consultations / workshops at, at least 10 locations along the Wild Coast where representation from various Traditional Authorities will be invited.
 - **Draft CDP** – consultation with each Traditional Authority and relevant communities along the Wild Coast
 - Broadcasting / Publication of the project / process in at least two (2) newspapers (1 English and 1 IsiXhosa) / radio stations that have coverage in the Wild Coast areas.
- Publication of a notice in the Provincial Gazette to notify and invite members of the public to make representations, comments or objections on the proposed review and updating of the Wild Coast Coastal Development Plan.

A Public Participation Report with evidence of all public participation undertaken as part of this assignment must be submitted to the Department upon completion of the project.

All submission and presentations at stakeholder meetings and public workshops must be on DEDEAT's corporate branding templates. The templates will be provided to the Service Provider by the Project Manager, immediately after the appointment thereof.

2.5. OVERALL PROJECT DELIVERABLES, TIME FRAMES AND PAYMENT

The table below presents a summary of output that the appointed service provider is expected to deliver on together with a schedule of tranche payments for the duration of the project. It must be noted that the deliverables may change slightly on the basis of the outcome of the inception meeting with the appointed services provider.

DELIVERABLES	KEY ACTIVITIES	TIME FRAMES
Inception reporting phase	Meeting to: <ul style="list-style-type: none"> • Introduce project teams both from the Department and Service Provider 	Within 2 weeks of appointment



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	<ul style="list-style-type: none"> • Clarify project background and to obtain any background information that may be required for the project • Finalization of scope of work, workplan and project deliverables. • To agree on the implementation approach and reporting for the project 	
	<ul style="list-style-type: none"> • Approval of written report on agreed scope of work, implementation approach, budget breakdown and timelines as agreed in the inception meeting. 	Within 2 weeks of the inception meeting
Scoping & objective setting consultations / workshops	<ul style="list-style-type: none"> • Undertake initial consultations with Traditional Authorities and relevant coastal communities to introduce the project, obtain information on the requirements of the communities as well as to initiate a vision and objectives setting process. 	5 months from date of appointment.
Scoping Report endorsement by the PTT	<ul style="list-style-type: none"> • Undertake consultations / workshops to present the draft scoping report at at least 10 locations along the Wild Coast with a view to obtain comments / inputs. • Endorsement of the of Scoping Report by the PTT for submission to the DEDEAT. 	9 months from the date of appointment
Conduct Consultations / Workshops on the Draft CDP	<ul style="list-style-type: none"> • Presentation of draft Wild Coast Coastal Development Plan at each of the Traditional Authorities consulted during Scoping and Objective setting. 	13 months from date of appointment of
Final Draft CDP for public comments	<ul style="list-style-type: none"> • Incorporation of comments received and finalization of the draft Coastal Development Plan for gazetting. • Submission of the final draft Wild Coast Coastal Development Plan for publication in the Gazette for public comments 	15 months from date of appointment
Final CDP	<ul style="list-style-type: none"> • Submission of the Final CDP for approval by the Department • Conduct a training workshop with the officials of the Department on the Decision Support Tool to transfer the skills on the use of the tool to the officials of the Department. 	18 months from date of appointment
Additional Public Participation	<ul style="list-style-type: none"> • Publication or broadcasting of a newspaper / radio advertisements of the process and invite stakeholders to register as interested and affected parties in the process. 	3 months from date of appointment
	<ul style="list-style-type: none"> • Publication or broadcasting of a newspaper / radio advertisements of the process and invite members of the public to comment on the draft Wild Coast Coastal Development Plan 	15 months from date of appointment

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	<ul style="list-style-type: none"> • Publish a notice in the Provincial Gazette (Service Provider must liaise with the Government Printing Works and must disburse funds for the publication) to invite members of the public to make representations, comments and / or objections on the proposed Wild Coast CDP 	15 months from date of appointment of Service Provider.
Reporting and Project Management Meetings	<ul style="list-style-type: none"> • Submission of progress reports detailing all the work covered during the respective reporting period, budget expenditure and any challenges encountered. • Provide any information that the Department should be aware of which may affect the project in any way 	Bi-monthly
Bi-monthly meetings PTT	<ul style="list-style-type: none"> • Organize and participate in PTT meetings on a bi-monthly (every 2nd month) meetings to discuss progress on the project, address any challenges / bottlenecks encountered during the process and plan for upcoming project activities. • The appointed service provider must provide the secretariat functions to the PTT 	Bi-monthly (once every two months)

2.6. FINALISATION OF SCOPE OF WORK AND PROJECT MANAGEMENT

The final scope of work will be formalised in a Project Implementation and Management Plan, which will be an outcome of the inception meeting (within the first 6 weeks of the appointment of Service Provider) between the DEDEAT project task team and the service provider.

3. PROPOSED APPROACH, BUDGET AND PROGRAMME

All bidders are required to develop a table outlining a proposed approach, a proposed budget allocation including VAT for professional fees, and number of person-hours respectively for the list of items in section 3. Note, however, that the scope of the project is not limited to these line items. The proposed approach should be translated into a proposed project management plan/timeline linked to deliverables.

The travelling costs and all other disbursements be added as items to be included in the proposed budget.

DEDEAT reserves the right not to accept the lowest proposal in part or in whole or any proposal submitted in response to this request.

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Payments to the Service Provider will be disbursed in tranches (X5) on a percentage basis of the total amount based on the delivery milestones as stipulated below:

EXPECTED DELIVERY	% TRANCHE PAYMENT
Acceptance of the Inception Report by the Department	5%
Finalization of the Scoping and Objective Setting Consultations / Workshops together with consultation/workshop report.	15%
Acceptance of the Scoping / Gap Analysis Report together with the required progress reports by the Department	25%
Acceptance of the draft Wild Coast Coastal Development Plan by the Department for gazetting for public participation together with the required progress reports	20%
Submission and acceptance of the final draft Wild Coast Coastal Development Plan and related reports by the Department	35%

4. REQUIRED CAPACITY, QUALIFICATIONS, EXPERIENCE & TRACK RECORD

It is important that all bidders demonstrate that they have the required capacity, qualifications, experience and track record to undertake the project. The project team must demonstrate capacity and expertise in environmental planning, more specifically coastal planning and social facilitation. Specifically:

- Capacity:
 - Bidders must demonstrate that they have the requisite capacity to be dedicated to the project for the duration of the project.
 - Bidders must have a minimum of two personnel dedicated to the project for the duration of the project, one of which must be a social facilitator;
- Qualifications & Professional Experience:
 - Bidders must demonstrate that their team members and managers assigned to this project have the strong environmental management, environmental sciences, coastal management or equivalent qualifications and extensive experience undertaking projects of similar nature (coastal planning). Curriculum Vitae of project team must be submitted as part of the service provider's response to the request for quotation.
- Company Track Records:
 - Bidders must demonstrate that they have a proven track record of having implemented similar coastal or estuarine planning projects within the Republic.

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Use the following table template when listing company project experience and individual team member's project experience respectively:

Table: Project Experience Template

Client Name	Details of the project scope and activities	Value of the Project	Date of project inception (start date)	Date of project completion (end date)	Reference details	Contact details of reference person
					Name: Surname: Designation Was the above mentioned person involved in the project start and close out meetings? Yes/ No	Telephone Number: Email Address:

4.1. BID PROCESS: PRE-QUALIFICATION

The bid process will include a pre-qualification stage where the functionality / quality of bids will be assessed. All bidders or service providers will provide a list of three (3) references who can be contacted to provide an assessment of the Service Provider's ability and / or performance on similar previous assignments. References cited must have knowledge of the Service Provider's work in all the elements for meaningful comparisons to be made. **Shortlisted bidders / service providers may be expected to make a presentation where they will demonstrate similar previous work.**

The elements that will be considered for determining quality/functionality are:

QUALITY / FUNCTIONALITY	Score out of 5	WEIGHT/100
Bidder's understanding of the brief: <ul style="list-style-type: none"> The proposal is comprehensive (includes a sufficiently detailed coverage of scope of work – see section 2) Identifies the requested results and deliverables Demonstrates an understanding of rural community dynamics and land matters 		20
No understanding of the brief, proposal is unclear, results and deliverables are not identified	0	
Basic, simple understanding of the brief, proposal is partially clear, basic results and deliverables are identified	3	

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Full and clear understanding of the brief, proposal is descriptive, and results and deliverables are detailed and well communicated	5	
The methodology and approach to be used: <ul style="list-style-type: none"> Proposes the correct application of legislation, planning tools and methods Logically incorporates the correct application of other relevant legislation, programmes, and policies (e.g. planning, disaster management, local government etc. policies and plans) Follows the required deliverables and information requirements as outlined in paragraph 2 about. Proposes clear method statement for undertaking the project, including a clear Public Participation Process and communication proposals for engagement with communities Proposes additional value-adding features 		25
Proposed methodology and approach is not relevant, legislative context and science not sufficient	0	
Proposed methodology and approach meet the basic requirements of the terms of reference. The bidder demonstrates an adequate but basic understanding	3	
Proposed methodology and approach meet all the requirements of the terms of reference (as per paragraph 2 above). A detailed methodology and approach are developed. Correct legislative context and coastal planning approaches covered in detail and new areas are brought to light with innovative and value-adding features. The bidder demonstrates an advanced understanding of the terms of reference.	5	
The qualifications of Company Personnel to be utilised for this project: <ul style="list-style-type: none"> The Project Leader should have a minimum of a master's degree in environmental planning & development, environmental management, equivalent qualification, with strong planning background. At least one member of the project team must have an Honours Degree in Social Sciences, Social Facilitation or Psychology Other project members to have a minimum of bachelor's degree or NQF7 qualification in GIS or related field Certified proof of qualifications for the project team to be attached, should proof not be attached, the bidder will not receive points on this part of the evaluation 		15
None of the project team members, including the Project Leader have post graduate degree in any of the fields specified above.	0	

Project Leader has qualifications at a level below Masters Degree in any of the disciplines mentioned above and the rest of the project team have qualifications at levels below NQF7 in any of the disciplines mentioned above.	3	
Project Leader has a Master's degree or above in any of the disciplines listed above, at least one project team members has an Honours Degree or above in social sciences, social facilitation or psychology and the rest of the project team members have Bachelor's Degree or above in any of the disciplines listed above.	5	
The project experience of the Company Personnel to be utilised for this project: <ul style="list-style-type: none"> Project Leader has track record of managing at least 5 projects involving to coastal environmental / biodiversity planning, coastal development or related projects in the coastal environment at least one of the project team members has a track record in facilitating at least 5 community engagement session/meetings where complex matters needed to be resolved. Project members have proven track record of participation in at least 3 coastal, biodiversity, climate change or related environmental planning projects where GIS capabilities were utilized. Detail the roles of Company Personnel in each of these relevant projects Please include CV's with contactable references of all Company Personnel involved in the project 		25
The team leader and the project team do not have the required project experience.	0	
The team leader has some experience in managing projects as outlined above but has less than 5 projects under his/her management, and the project members have less than the required amount of project participation.	3	
The team leader and other project members each demonstrate sufficient and or exceed project experience as outline above.	5	
Company experience in managing similar projects <ul style="list-style-type: none"> Have a track record of successful coastal projects which would require application of similar methodology. Signed reference letters with contactable references must be included in the submission. Successfully completed project records must be listed as per the template provided above (paragraph 4) Should reference letters not be attached the bidder will receive no points for this part 		15
The company demonstrates no experience and no proof of having conducted any environmental related projects or projects of a similar nature as listed above	0	

The company demonstrates less than 4 projects of similar nature as listed above or can only provide proof for less than 4 projects of similar nature as listed above	3	
The company demonstrates proof for 4 or more successful coastal projects and signed letters with contactable references attached for all the projects listed.	5	

Bidders will be evaluated on a 5-point scale where 0 = Weak, 3 = Average, 5 = Good. Bidders will be required to obtain at least **70% (70/100)** in order to qualify for the final evaluation stage. A bidder that scores less than 70 points out of 100 points in respect of functionality will be regarded as submitting a non-responsive proposal and will not be considered further

5. MANDATORY REQUIREMENTS FOR ALL BIDS

- Complete and signed SBD 4 (declaration of interest)
- Resolution authorising a particular person to sign the bid documents.
- CSD Summary report

6. BID PROCESS: POST-QUALIFICATION

In terms of the revised Preferential Procurement Regulations 2022, the Department will utilize the following specific goals as required by section 2(1) (d) of the Preferential Procurement Policy Framework Act:

(a) Historical Disadvantaged Individuals (HDI): see details below:

To enforce the implementation of RDP goals and to ensure local economic development for procurement above, the Department of Economic Development, Environmental affairs and Tourism shall allocate preference points to any of the following categories:

- HDI black people
- HDI youth
- HDI women
- HDI with disabilities
- HDI living in rural underdeveloped areas or township
- HDI living in Eastern Cape province
- A co-operative or non-profit organization which is at least 51% owned by black people.
- HDI who are Military veterans
-

Bids shall be evaluated on 80/20 principle. Preference points will be allocated as per below table

Specific Goals	Allocation of points
HDI black people	5
HDI women	5
HDI youth	5
HDI living in the Eastern Cape Province	5

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7. PERFORMANCE MANAGEMENT

Performance against the deliverables will be closely monitored by DEDEAT as follows.

TOOL	FREQUENCY	EXPECTATION
Project Task Team	Bi-Monthly	Written Progress Reports and Presentations in person or virtual at the PTT meetings
Special Sessions	Ad hoc	Detailing of any burning issues that need immediate intervention or decision
Review of all reports by the PTT	As per the delivery of milestones outlined in paragraph 2.5	Written project reports and implementation progress reports

8. CONDITIONS OF THE BID

8.1. The service provider should provide in so far as possible the following:

- a. A comprehensive budget including VAT showing the charge out rate of all the staff to be involved in the rendering of the services and also all other cost factors such as travelling. Travelling costs and all other disbursements and time spent or incurred between home and office of consultants and DEDEAT offices will not be for the account of DEDEAT.
- b. Services rendered outside the scope of this project without the prior approval of the DEDEAT Programme Manager will not be reimbursed.
- c. Should a prospective service provider/consortium choose to work in a consortium with others, DEDEAT will confine its contractual dealings with the primary service provider/consortium
- d. All Project Team Members / bidders must provide a list of three (3) references who can be contacted to provide an assessment of the Project Team Members who will be working on this project as well as Service Provider's ability and /or performance on similar previous assignments.
- e. References cited must have knowledge of the Project Team Members /Service Provider's work in all the elements for meaningful comparisons to be made. If the references cited are unable to give meaningful assessments of the Project Team Members /Service Provider's previous work then the scores will reflect this.
- f. Curriculum Vitae's of the Project Team members MUST be attached to the proposal document.

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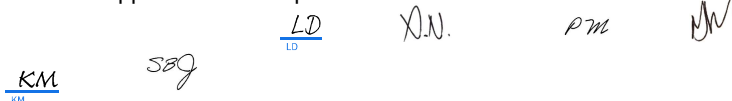
-
- 8.2. Bidders rates should not exceed those prescribed by the office of the Auditor-General of South Africa (AGSA) or Department of Public Service and Administration (DPSA).
 - 8.3. DEDEAT reserves the right to invite shortlisted companies to conduct presentation of their bid proposals for final decision.
 - 8.4. The tender will be awarded subject to a legally enforceable contract being entered into between the preferred bidder and the DEDEAT, which will impose material terms and conditions of the contract applicable to the parties in rendering the intended services.
 - 8.5. DEDEAT is not bound to select any of the firms submitting proposals. DEDEAT reserves the right not to award the contract to the lowest bidding price as well as to renegotiate the bid of the preferred applicant.
 - 8.6. DEDEAT will not be held responsible for any costs incurred by the bidder in the preparation and submission of the bid and DEDEAT reserves its right to terminate the contract at such earlier time as it may decide suitable, should the Service Provider have completed the provision of the services in terms of the contract prior to the expiry of the 5 (five) month contract term.
 - 8.6. The service provider must be cleared by the National Treasury as per section 28 of the Prevention and combating of corrupt activities act, (act 12 of 2004) and the department will implement the law, especially section 28(3)(iii).
 - 8.7. Bidders must comply with all procurement conditions of the department, including the provision of valid tax clearance certificates;
 - 8.8. Preferential Procurement Policy Framework Act (PPPFA) principles shall apply; submissions will be evaluated according to the provisions of that Act;
 - 8.9. The service provider will undergo vetting by the State Security Agency and may be disqualified or discharged if appointed, if it does not meet the security level required (see the Service Level Agreement).
 - 8.10. Report any known or suspected corruption involving the state to 0800 701 701 as is also required in terms of section 34 of the Prevention and combating of corrupt activities act, (act 12 of 2004)

9. VALIDITY PERIOD

Proposals are expected to remain valid for 90 days from submission.

10. CONTRACT PERIOD

The contract period will be a maximum of 18 months, commencing on the date of a completely signed SBD 7.2 Contract Form by the Department and the appointed service provider.



11. SUBMISSION OF PROPOSALS

Only bids by those entities that are registered on the DEDEAT Supplier database will be considered, you are requested to submit a costed proposal for delivering the specified services on behalf of the DEDEAT. One original and two photocopies of the completed proposal shall be placed in a sealed envelope clearly marked: "THE REIVEW OF THE WILD COAST CDP" and deposited in the Bid Box located at **Department of Economic Development, Environmental Affairs and Tourism, 2nd floor Chungwa Building, Independence Avenue, Bhisho, 5605.**

The closing date for the submission of completed proposals as advertised in the call for proposals is the _____ of _____ 2025 at 11h00. Late proposals will not be considered. Telegraphic, telexed, facsimiled or e-mailed submissions will not be considered.

12. RETURNABLE DOCUMENTS

DOCUMENTS	CONDITIONS
A company registration certificate	Copy must be certified by a commissioner of oaths
A Company Intellectual Property Commission (CIPC)	Copy must be certified by a commissioner of oaths
Resolution authorizing a particular person to sign the bid documents	
SBD 1 (invitation to bid)	
SBD3.3 (pricing schedule)	
SBD4 (declaration of interest)	
SBD6.1 (preference points claim form in terms of Preferential Procurement regulations 2022)	
Proof of CSD	
Proof of logis number	

For bid enquiries contact:

Mr. Vuyani Balman
Deputy Director: SCM
Supply Chain Management
e-mail: vuyani.balman@dedea.gov.za

Ms. Hlokoma Mtshotshisa
Assistant Director: SCM

MM

KM
KM

SAG

PM

X.N.

LD
LD

Supply Chain Management
Cell: 043 605 7153
e-mail: hlokoma.mtshotshisa@dedea.gov.za

For technical enquiries contact:

Ms. Phumla Mzazi-Geja
Director:
Biodiversity Conservation & Coastal Zone Management
Email: Phumla.Mzazi@dedea.gov.za

Or

Mr X. Nikelo
Control Biodiversity Officer
Coastal Zone Management
e-mail: Xolani.Nikelo@dedea.gov.za

MM

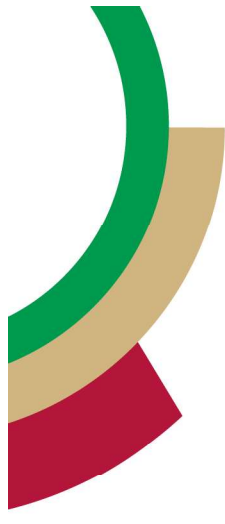
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SAG



13. APPROVAL OF TERMS OF REFERENCE

Name	Position	Mr X. Nikelo	Ms Phumla Mzazi-Geja	Mrs. L. Daniels	Mrs. S. Jongile	Ms: K. Mayile	Mrs: Sibongile Jongile	Ms. Mickey Mama
		Control BO: Coastal Zone Management	Director: BC&CZM	Bid Specifications Committee Deputy Chairperson	Acting Programme Manager: Environmental Affairs	Director: SCM	Chief Financial Officer	Head of Department
Action		Compiled by	Recommended / not recommended	Recommended / not recommended	Recommended / not recommended	Recommended / not recommended	Recommended / not recommended	Approved / not approved
Comments		N/A	Recommended base on submission	Recommended	SB Jongile	Recommended	Recommended	Approved
Signature								
Date		09 April 2024	09/04/2025	11/04/2025	11/04/2025	11/04/2025	13/04/2025	14/04/2025











Updated Draft ToR for the review of the Wild Coast Coastal Development Plan 2025-26

Final Audit Report

2025-04-14


Created:	2025-04-09
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