



ENVELOPE A – TECHNICAL PROPOSAL

TENDER NO: RFT-OPS-SOLARPV

REQUEST FOR PROPOSAL (RFT) PACK

PROVISION OF PROPOSALS FOR THE ESTABLISHMENT OF SOLAR PHOTOVOLTAIC
SYSTEMS WITHIN THE IDZ ZONE

START DATE: 02 December 2022

CLOSING DATE: 31 January 2023

NAME OF TENDERER: _____

TENDERER'S ADDRESS:

CHECKLIST FOR SUBMISSIONS

ITEM	TICK
Supporting Documentation to Be Submitted	
Accredited Valid Original or Certified B-BBEE Certificate or Letter from an Accountant confirming Annual Turnover for EMES - Sworn Affidavit confirming annual turnover and B-BEE management split of company	
Company Profile	
Technical Functionality Evaluation Supporting Document – Annexure 2	
1. Developed/built minimum 2-10MWp roof-top PV systems - List of five reference sites built by Supplier	
2. Manage and operate minimum of 2-10MWp active roof-top PV systems under PPA arrangement - List of five reference sites (min 2MWp listed) operated by Supplier	
3. Technical Capability (Experience)	
Compulsory Documentation to Be Submitted	
Completed and Signed ELIDZ Procurement Handbook with all relevant supporting documentation (Tax clearance etc.)	
CSD Registration Certificate	
SBD 04	
Valid Tax Clearance Certificate or SARS PIN	
Proof of Qualifications & ECSA Membership <ul style="list-style-type: none"> • Electrical Engineer – Pr Eng/Pr Techno/Cert Eng • Civil Engineer – Pr Eng/Pr Techno/Cert Eng 	
JV Participation Documentation (If applicable)	

Please Note: All the above documents must be submitted with Envelope A - Technical Proposal.

The price schedule and proposed solution costing must be submitted with Envelope B – Financial Proposal.

RFT PACK CONTENTS

1. **Section A:** General Guidelines
2. **Section B:** Requirements Specification
3. **Section C:** Service Operating Agreement
4. **Annexure 1:** Procurement Handbook
5. **Annexure 2:** Reference Letter



SECTION A: General Guidelines

PROVISION OF PROPOSALS FOR THE ESTABLISHMENT OF SOLAR PHOTOVOLTAIC
SYSTEMS WITHIN THE IDZ ZONE

1 EVALUATION CRITERIA AND COMMERCIAL EQUITY GOALS

The East London Industrial Development Zone (ELIDZ) supports national transformation goals and strives to target its procurement to create opportunities for Historically Disadvantaged suppliers and service providers. In awarding this tender, preference will be given to companies with a better rating in terms of contributions towards Broad Based Black Economic Empowerment (BBBEE).

The “tender” will be evaluated in accordance with the ELIDZ Procurement Policy using the 80/20 or 90/10 rule i.e., 90 /80 of evaluation points will be based on price competitiveness and 10/20 will be based on BBBEE status. The following formula is used:

Calculation of the points for Price:

$$Ps = R \times \left[1 - \frac{Pt - Pmin}{Pmin} \right]$$

Where:

Ps = Points scored for price of tender under consideration

R = Percentage of the price

Pt = Rand value of tender under consideration

Pmin = Rand value of lowest acceptable tender

R must be up to a maximum of 90/80

Score Breakdown:

Price (R) = 80 & 90 points

BBBEE = 20 & 10 points

A maximum of ten (10) or twenty (20) points will be awarded to a tenderer for achieving BBBEE objectives.

Preference points shall be awarded on the basis of a B-BBEE verification certificate issued by an accredited Verification Agency.

Tenderers are required to submit a Valid original or certified B-BBEE Certificate. Failure to submit a valid B-BBEE certificate will result in zero points being awarded for preference.

Unincorporated Joint Ventures are required to compile a consolidated verified BBBEE certificate in order to achieve Preferential Points

The following table shall be used to convert the contribution operating as per B-BBEE certificate into points.

Table: B-BBEE Points Conversion

Operating Contribution	B-BBEE Score	Points Conversion 20	Points Conversion 10
Level 1	>100%	20	10
Level 2	85~100%	18	9
Level 3	75~85%	14	6
Level 4	65~75%	12	5
Level 5	55~65%	8	4
Level 6	45~55%	6	3
Level 7	40~45%	4	2
Level 8	30~40%	2	1
Non-Compliant	0~30%	0	0

Companies with annual turnover less than R10million (Exempted Micro Enterprises or EME's) are automatically awarded a level 4 contributor status, unless the EME is Black Owned (more than 50% black ownership), in which case the enterprise will have a level 2 contributor status. EME which is 100% black owned qualifies for a level 1 contributor. In awarding the EME status, the ELIDZ shall accept a letter from an accounting firm or SARS confirming a company's turnover as less than R10m as well as a sworn affidavit confirming annual turnover and operating of black ownership. B-BBEE certificates issued by non-accredited verification agencies will not be accepted as valid proof of a company's B-BBEE status.

No points will be awarded for achieving B-BBEE objectives if the total percentage scored for B-BBEE is less than 30%. All tenders with functionality less than 70% of the total functional requirements will not be considered for the next stage of tender evaluation.

The tender will be awarded to the bid with the highest number of points. A tender may be awarded to a bidder that did not score the highest number of points if reasonable and justifiable grounds exist.

Any contract offered by the ELIDZ will be based on the correctness of information submitted by the service providers. Any misrepresentation of facts by a service provider may lead to disqualification. Should such misrepresentation be uncovered after the commencement of the contracted work, the ELIDZ reserves the right to terminate the contract and recover all payments made to that service provider and any costs that may have been incurred in the process.

ELIDZ reserves the right to have the tenderer's Black Economic Empowerment Credentials verified by an independent agency. (Procurement Handbook – Annexure: 1 must be fully completed and supplementary information may be completed by service providers with a turnover of less than R10m and be accompanied by letter from an accounting firm or SARS confirming the company's or sworn affidavit turnover is less than R10m).

2 CONDITIONS OF TENDERING

General Conditions

PLEASE NOTE THE FOLLOWING CONDITIONS ARE APPLICABLE TO ALL TENDERS.

- A compulsory virtual briefing session will be held on the 11 January 2021 starting at 10h00
- Participants are to register their interests in attending the briefing meeting by emailing anathi@elidz.co.za with subject line indicating the tender name and in the body of the email the details of the personnel that will be attending the meeting. This registering to attend is to be done by no later than 09:00 on the 10 January 2023.
- Questions relating to the RFT will be accepted until 16h00 on the 16 January 2023. All questions must be submitted to Anathi Mzantsi via e-mail to anathi@elidz.co.za
- The closing date for this tender is at 12h00 on the 31 January 2023;
- E-mailed, faxed, late, or incomplete proposals will not be considered;
- ELIDZ is not obligated to accept the lowest or any proposal;
- Tender documents are to be securely bound;
- Any expenses incurred by the tenderer in preparing and submitting the proposal will be for the tenderer's account, as the ELIDZ SOC Ltd will not accept any liability in this regard;
- We reserve the right to correct discrepancies and errors as necessary with the consent of the tenderer; however, the value total of the prices submitted shall remain unaltered;
- Proposals which do not comply with the tender conditions or which are incomplete will, as a general rule, not be considered.
- Tenderers must be registered on CSD database from Treasury.

3 SIGNATURES ON TENDERS

All tenders submitted must be signed by that individual, or by someone on his behalf duly authorized and proof of that authority must be attached. All tenders submitted by a company must be signed by a person duly authorized thereto by a resolution of the Board of Directors, a copy of which resolution, duly certified by the Chairman of the company must be submitted with the tender.

If the tender is submitted by a joint venture of more than one person and/or companies and/or firms it shall be accompanied by:

A certified copy of the original document under which the joint venture was constituted. This document must clearly define the conditions under which the joint venture will function, as well as the duration and participation of the several constituent persons and/or companies and/or firms.

A certificate signed by or on behalf of each participating person and/or company and/or firm authorizing the person who signed the tender to do so.

In instances of a joint venture, each participating person and/or company and/or firm must complete and submit Annexure A (Procurement Handbook) with the tender together with all profit-sharing percentage information.

4 AREA OF SERVICE/POINT OF DELIVERY

The delivery of services will be required at the ELIDZ office, Lower Chester Road, Sunnyside, East London.

5 SPECIAL CONDITIONS APPLICABLE TO THIS CONTRACT

Service Providers must note the following special conditions of contract will apply to this contract:

Modification of any applicable terms of reference of this contract must be mutually agreed between the parties and reduced to writing.

- VAT: Unless otherwise stated all prices will be inclusive of **Value Added Tax**.
- All services provided must comply and be in accordance with pertinent laws and policies of government.

Where the SERVICE PROVIDER has incurred any liability to the CLIENT, whether arising from or under this Agreement or otherwise howsoever arising, the CLIENT may, without notice to the SERVICE PROVIDER set-off the amount of such liability against any liability of the CLIENT to the SERVICE PROVIDER arising from or under this Agreement, whether either such liability is liquidated or unliquidated, present or future, accrued or contingent, unless otherwise agreed to in writing by the CLIENT.

In the event that the successful Bidder has been awarded the contract with value above R 5 000 000.00 for the same goods/services on a consecutive basis, the successful Bidder will be required to submit a Supplier development plan for SMMEs to be agreed with the ELIDZ.

Where there is no designated sector, ELIDZ may decide to include a specific bidding condition that only locally produced goods or services with a stipulated minimum threshold for local production and content, will be considered, on condition that such prescript and threshold(s) are in accordance with the specific standards determined by the dti in consultation with the National Treasury.

6 COMPANY PROFILE

A brief company profile is required, to assist ELIDZ in assessing your capabilities, capacity and competitive advantages.

7 INADEQUATE SERVICE LEVELS AND PERFORMANCE

In instances of transgression of a more serious nature, should the ELIDZ during the contract period for any reason regard the Service provider's service levels and performance against this contract as being inadequate or not to the ELIDZ's satisfaction, the details will be reduced to writing, clearly headed "Inadequate performance" and sent to the service provider. In the event that the service provider is unable to remedy the complaints to the ELIDZ's satisfaction

within 14 days of such notice of inadequate performance, ELIDZ reserves the right to immediately cancel this contract and recover costs in terms of the Service Agreement.

8 SERVICE OPERATING AGREEMENT

The successful tenderer will be required to enter into a written Service operating agreement with the ELIDZ which will be based on the draft Agreement set out herein in Section C, which will include Section A and B and include such terms and conditions as Management may require or prescribe to give effect to in terms of its legal obligations.

9 PRICE BASIS

ELIDZ requires the tender price to remain firm for the validity period of ninety (90) days after the closing date of the tender. The tender price shall be in South African Rand.

Where prices are subject to variation it must be noted that no prices are to be revised or invoiced, without prior mutual agreement and official modification of the contract.

10 PAYMENT TERMS

For this bid, there will not be monetary transaction between ELIDZ & preferred bidder.

The monetary transaction agreement will be between the preferred bidder & the off taker (consumer) of the generated energy as per the signed PPA.

11 SUFFICIENCY OF TENDER

The tenderer shall satisfy itself before tendering, as to the correctness and sufficiency of its tender for the project. The tenderer shall ensure that the rates and prices it has stated in the schedules cover all the obligations included in the tender and sufficient for the proper completion of the project.

12 TENDERER'S CONDITION

All tenderers shall be deemed to have waived, renounced and abandoned any terms and conditions printed or written upon any stationery used by the tenderer for the purpose of, or in connection with the submission of this tender.

13 DISQUALIFICATION

Respondents are advised that should there be any contact with ELIDZ staff and the Adjudication Team which could in any way be seen or deemed to constitute a conflict of interest, bribe or otherwise influence the process and the outcome thereof, will result in immediate disqualification.

It must be stressed that any queries relating to this tender must be in writing and within the period of one week from the date of the briefing session and must be addressed to the SCM Manager only. Respondents are not to communicate in any manner or form whatsoever with members of ELIDZ personnel about the RFT until the winning

service provider has been selected and such selection has been formally communicated to the public. Any such communications by Respondents with ELIDZ personnel or with persons other than the SCM Manager may prejudice a Respondent and may lead to disqualification from consideration for selection. The ELIDZ cannot accept responsibility for the accuracy of any information obtained outside the formal communication process as stipulated.

Any misrepresentation, in particular as it relates to the truthfulness of involvement of HDI's at both ownership operating, management and operational operating will also result in immediate disqualification.

14 ACCEPTANCE OF TENDER IN WHOLE OR IN PART

The ELIDZ reserves the right to accept the complete tender as submitted by the tenderer or alternatively, to accept only specific "areas of work" (or parts of "areas of work") of the tender as it sees fit.

Accordingly, tenderers are advised to ensure that all prices submitted against each "area of work" are sufficient to cover the tenderer's entire obligation as defined in these documents, required to provide each specific "area of work".

15 SUPPORTING DOCUMENTATION TO BE SUBMITTED

ITEM	TICK
Accredited Valid Original or Certified B-BBEE Certificate or Letter from an Accountant confirming Annual Turnover for EMES - Sworn Affidavit confirming annual turnover and B-BEE management split of company	
Company Profile	
Technical Functionality Evaluation Supporting Document – Annexure 2	
1. Developed/built minimum 2-10MWp roof-top PV systems - List of five reference sites built by Supplier	
2. Manage and operate minimum of 2-10MWp active roof-top PV systems under PPA arrangement - List of five reference sites (min 2MWp listed) operated by Supplier	
3. Technical Capability (Experience)	

16 COMPULSORY DOCUMENTATION TO BE SUBMITTED

The following documentation is considered as compulsory documentation and is required to be submitted with your tender. Failing to submit the compulsory documentation will lead to disqualification due to non-responsiveness.

ITEM	TICK
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Compulsory Documentation to Be Submitted	
Completed and Signed ELIDZ Procurement Handbook with all relevant supporting documentation (Tax clearance etc.)	
SDB 04	
CSD registration certificate	
Proof of Qualifications & ECSA Membership <ul style="list-style-type: none"> • Electrical Engineer – Pr Eng/Pr Techno/Cert Eng • Civil Engineer – Pr Eng/Pr Techno/Cert Eng 	
JV Participation Documentation (If applicable)	

17 POPIA

By submitting this tender, the bidder hereby consents to providing the ELIDZ with personal information as provided in the Protection of Personal Information Act 2013 (POPIA).

The ELIDZ undertakes to:

1. It will take all reasonable steps and precautions to preserve the integrity of bidders Personal Information and to prevent any corruption or loss of such data.
2. It will not do any of the following: copy, compile, collect, collate, process, store, transfer, alter, delete, interfere with or in any other manner use the bidders Personal Information as described in the Act for any purpose other than with the express prior written consent of the bidder.
3. Utilize the personal information provided for the purposes of assessment of the tender submitted by the bidder and contracting with the successful bidder as the case may be.
4. It will immediately inform the bidder in writing if any Personal Information relating to it has been compromised. The ELIDZ undertakes to immediately inform the bidder in writing as to how it will manage such compromise and what steps will be taken to rectify the situation.
5. Due and reasonable care of the bidder's personal information and not to share the said personal information with any third party unless you have authorised such disclosure or the release of such information is required by law.
6. At all times strictly comply with its obligations under Data Protection Legislation.
7. Subject to legislative, regulatory, contractual and other legitimate conditions, the respective bidder has certain rights in terms of how their information is processed. The bidder can request access to information or guidance on how to lodge a complaint from or direct a request to exercise afforded rights to the ELIDZ Information Officer, or his/her deputy/ies, or the Information Regulator.
8. It will maintain guidelines, policies or procedures for the retention or destruction of data and will retain it only as long as necessary for the identified purposes or to meet legal requirements or policies.
9. It shall implement and maintain, at its cost and expense, appropriate, reasonable

technical and organisational measures to prevent loss of damage to or unauthorised destruction of Personal Information and unlawful access to or Processing of Personal Information.

The ELIDZ shall not incur any liability for costs, loss or damage arising from the use of inaccurate or incomplete data provided by or on behalf of the bidder.

18 METHOD OF SUBMISSION

It will be the responsibility of the respondent to ensure that the RFT documents reaches the ELIDZ. All tender documents are

to be submitted online at <https://tenderportal.elidz.co.za> before the closing date and time of 12h00, 31 January 2023. only PDF documents must be uploaded with a maximum size limit of 2GB per file.

Hard copy document submission will not be considered.

The ELIDZ reserves the right:

1. To negotiate with the successful tenderer and/or
2. modify the RFT's goods / service(s) and request Respondents to re-bid on any changes;
3. reject any Proposal which does not conform to instructions and specifications which are detailed herein;
4. disqualify Proposals submitted after the stated submission deadline;
5. disqualify Proposals submitted that do not meet the goods or services specifications;
6. disqualify Proposals submitted that do not meet the necessary functionality where required;
7. not necessarily accept the lowest priced Proposal;
8. reject all Proposals, if it so decides;
9. place an order in connection with this Proposal at any time after the RFT's closing date;
10. split the award of the order/s between more than one Supplier/Service Provider; or
11. make no award at all;
12. ELIDZ reserves the right not to award business to the highest scoring bidder/s where objective criteria justify the award to another bidder.

The ELIDZ does not bind itself to accept your (or any) proposal, nor will it disclose any information regarded as confidential.



SECTION B: Requirements Specification

PROVISION OF PROPOSALS FOR THE ESTABLISHMENT OF SOLAR PHOTOVOLTAIC SYSTEMS
WITHIN THE IDZ ZONE

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1. Introduction

The East London Industrial Development Zone (Pty) Ltd (ELIDZ) is the duly appointed operator of the ELIDZ, a multi-million-rand infrastructure and bulk services development initiated by the Department of Trade, Industry and Competition (DTIC) that is part of the government's micro-economic reform strategy. In 2016, the ELIDZ was designated as a Special Economic Zone and was the first to receive an operator's permit from DTIC.

The ELIDZ is located on Buffalo City's West Bank adjacent to the existing East London port and airport, and much of the Phase 1 infrastructure and bulk services required for the development have been completed. The ELIDZ is operational and there is a specific request for a detailed proposals from suitably qualified and experienced service providers to develop a model in which facilities as well as Private Open Space (POS) could be utilized to deploy solar photovoltaic systems to generate renewable energy for consumption by the park and its tenants.

OBJECTIVE OF THE PROJECT

The objective of this project is to, the ELIDZ will enter into a permitting SOA with suitable service providers who can carry out the provision to **financing the project, supply, install and commission solar PV rooftop and ground mounted systems, as well as operate and maintain such installations**, also to demonstrate the following aspect with their submission.

- **PROVIDE A BUSINESS MODEL** in which the ELIDZ as well as its tenants and stakeholders could invest, as well as raise funds, to deploy the project.
- **Enterprise and Supplier development spend should also be a key focus point of this project so that Broad Based Black Economic Empowerment (BBBEE) points** are maximized by all shareholders in the model as well as the accrued BEE procurement benefits resulting from the establishment of such suppliers.
- **THE SERVICE PROVIDER MUST DEVELOP THIS STRUCTURE AND OPERATIONALIZE** it with all interested parties and then utilize a model to raise funding and establish the project.
- **THE MANAGEMENT OF THE PROJECT MUST BE THROUGH A LOCAL OFFICE** which would also serve to become the Operations and Maintenance (O&M) contractor for the project lifespan. Local staff must be available for the duration of the project and certain amount of skills transfer would be expected from the ELIDZ to be directed towards ELIDZ staff members as well as possible interns.
- **THE POWER PURCHASE AGREEMENTS (PPA'S) AND ALL OTHER NECESSARY ENABLING DOCUMENTS, CONTRACTS AND PERMITS**, must be developed together with the ELIDZ to ensure all necessary compliance with the laws that govern the ELIDZ and its operations. The project must be fully funded by the proposed model which needs to cover capital costs, operating costs and decommissioning.
- **The service provider(s) shall enter into a service operating agreement (SLA) for a determined period** for the implementation of the project at mutually agreed terms and conditions. No binding legal relationship will exist between any of the bidders and the ELIDZ until the execution of a signed contractual SLA.

The services include the following summarized scope of work:

1.1. Assess Optimal Solar PV Deployment and Supply to Meet Demand

The service provider shall be expected to consider and make a firm proposal on the options that shall include but not be limited to the following:

1.1.1. Consider total demand with anticipated future demand of renewable energy.

1.1.2. Investigate and analyze the potential rooftop and Private Open Space (POS) availability in the ELIDZ taking into consideration impacts on the structure of the buildings and limitations on these facilities.

1.1.3. Determine how this would integrate with the existing electrical grid and impact on the tariffs as well as the financial implications to the ELIDZ and Buffalo City Metropolitan Municipality (BCMM).

1.2. Develop A Business Model and Proposed Model Structure

The proposal shall include an identification of at least one suitable business model for implementing the solar PV rooftop project. The business model shall:

1.2.1. Outline the proposed model with visibility of the total structure with all related parties.

1.2.2. The proposed model must be compliant with the Public Finance Management Act (PFMA), and it would need approval from Provincial Treasury as well as the DTIC and relevant authorities.

1.2.3. Develop a comprehensive financial model, indicating revenue and expected returns with the shared savings split.

1.2.4. Assess the financial and commercial viability of the project and make suggestions on the financial structuring and financing options.

1.2.5. Propose procurement mechanisms and clearly articulate BBBEE Enterprise Development points to that can accrue to investors/shareholders (tenants and IDZ).

1.3 Drafting of Documents, Permit Applications and Licensing

1.3.1. The service provider would need to detail all required permits and licensing requirements and ensure that these are all achieved and complied with during the lifespan of the project.

1.3.2. The drafting of the PPA will compile between the tenant and the preferred bidder (OEM). 1.3.3. It should be noted that the model should be based on the fact that the ELIDZ will not be required to provide any capital resources to the project, should it so choose.

1.4. Team and Organizational Capacity

1.4.1. Indicate the experience of the company, partners or co-developers on similar projects. The information should have the clear description of similar project undertaken, year, and contact person details, name of the project, period and the project amount.

NB: For evaluation purposes, the service providers shall list ONLY those projects which involved the installation of nameplate capacity of 2-10MW^p installations.

1.4.2. Clear indication of the contactable references in similar projects which are not older than 8 years.

1.4.3. Indicate also the experience of all the key people and/or partners in the similar project in developed/built minimum 2-10MWp roof-top PV systems, Manage and operate minimum of 2-10MWp active roof-top PV systems under PPA arrangement and Technical Capability (in the follow disciplines, Electrical and Civil Structure Engineering including Project Management).

1.4.4. Provide a detailed description of all members of the proposed team.

Reference must be made to:

- a) The qualifications, knowledge, skills, expertise and experience of the members;
- b) The activities each member is to be involved in.

1.4.5. The service provider should demonstrate the ability to manage large scale program and projects and possess skills and competencies in project evaluation and selection. Specific experience with projects and proof of credibility showing a proven history of large-scale procurement and sales of similar installations is essential.

1.5. Project benefits

1.5.1. Provide a clear quantitative and qualitative account of expected benefits to the ELIDZ, giving special focus on the following key priorities listed below.

1.5.2. The following potential benefits are desirable and should be demonstrated for the proposal to be considered as viable from the ELIDZ's point of view:

- a) Potential to create job opportunities for youth and cooperative.
- b) The project shall result in reduction in the ELIDZ's energy demand from Eskom/BCMM.

- c) The proposed technology must meet the ELIDZ's minimum technical and design requirements as well as performance specifications. The service provider shall ascertain the quality and performance capability of the products offered by providing the test reports certifying that the products comply with the relevant SANS and/or IEC standards.
- d) Only products tested in accordance with the relevant SANS and/or IEC standards and with a proven operating track record in similar working conditions shall be offered.
- e) The ELIDZ reserves the right to request the service provider to install a minimum quantity (not more than 1MW or any other number as shall be agreed between the parties) of the proposed solar PV system in a pilot project to test the performance capability of the product before full scale roll out of the project.

1.5.3. The following potential benefits shall be available to the prospective service provider(s) should the proposal be accepted;

- a) The ELIDZ shall enter into a service operating agreement to permit with the successful bidder(s) for the purchase install and resale of energy as provided by the solar PV installation based at the model that will be developed and approved. b) The ELIDZ may require to be a shareholder in the proposed model without any funding contribution to the project.
- c) The conclusion of the Service Operating Agreement shall be subject to the implementation of the generated energy selling price per kWh, the project yielding financial savings, new revenue generation and opportunity for obtaining BBBEE points for Enterprise Development for both the IDZ and its tenants.
- d) Should the Service Operating Agreement as stipulated in clause (c) not to be favour either of the parties, the ELIDZ reserves the right not to appoint any service provider.

1.6. Project Budget and Financial Model

1.6.1. The service provider shall clearly outline the total cost of the project in an itemized format.

1.6.2. Indicate a clear full project cost structure [amongst others including the costs of capital, value of assets, installation and operational costs, depreciation etc.]

1.6.3. A well outlined expected collection ratio; planned cost recovery to be indicated. The project price must relate as closely to the specific project deliverables.

1.6.4. A clear indication of how the financial liabilities [outstanding debts] impacts the financial situation of the implemented projects should be given.

1.6.6. A clear outline of the project financing structure should reflect the following core components amongst others:

- a) Internal Rate of Return (IRR)
- b) Net Present Value (NPV)
- c) Payback Period (PBP)

- d) Financing Period
- e) Equity/debt ratio
- f) Sources of financing with funding amount (grants/subsidies, public debt, private debt, private equity. etc.) supported by letters of support for funding, if any.

2. Considerations

2.1. Requirements Considerations

The score achieved for quality functionality will be assessed using the following criteria, each of which will be scored individually up to the maximum number of points indicated (failure to submit the relevant information will result in zero score for that section).

TECHNICAL FUNCTIONALITY EVALUATION MATRIX

Criteria	Specific conditions / exclusions to Criteria	Documentation included	Score	
Developed/built minimum 2-10MW ^P roof-top PV systems	Refers to the current Supplier and not an aggregation of systems built that involved the Supplier's managers, directors or staff who worked with previous suppliers Utility and ground mount systems excluded Systems developed or built by parent shareholding companies excluded	List of five reference sites built by Supplier incl. location, capacity (kW ^P), commission date and complete Form P06 previous experience with reference letters. Score 5 points for each letter submitted	25	
Manage and operate minimum of 2-10MW ^P active roof-top PV systems under PPA arrangement	Refers to the current Supplier / and not an aggregation of systems built that involved the Suppliers managers, directors or staff who worked previously at other supplier entities System developed or built by parent shareholding companies are excluded	List of five reference sites (min 2MW ^P listed) operated by Supplier incl. location, capacity (kW ^P), commission date, complete Form P06 previous experience with reference letters referral, PPA term, contact reference (name, email address, mobile no.) Score 5 points for each letter submitted	25	
Technical Capability (Experience)		Attach CV including a proof of qualification certificates of an Electrical Engineer signs off on as-	20	

		built (Certificate of Compliance) with ECSA Pr Eng/Techno/Cert Eng on similar project with an experience between 5 – 10years or above. Less than 5 years no score will be granted		
		Attach a CV with proof of qualification certificates of a Project Leader/Manager with experience on a similar project with an experience 5 – 10years or above. Less than 5 years no score will be granted	15	
		Attach CV including a proof of qualification certificates of a Civil Structural signs off on as-built with ECSA Pr Eng/Techno/Cert Eng on a similar project with an experience between min of 5 – 10years or above. Less than 5 years no score will be granted	15	
Total Score out of 100 points				

NB: Minimum points required to proceed to the next evaluation phase is 70 out of 100.

2.2. Financial Considerations

Payment milestones will be attached to the service operating agreement.

2.3. Time Constraints

The East London Industrial Development Zone would like this project to commence, after the signing of the service operating agreement.

2.4. Area of Service and Facilities

The delivery of services will be required at the East London IDZ offices, Lower Chester Road, Sunnyridge, East London or anywhere the service is required.

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3. Detailed Requirements

This section will aim to unpack all elements require for this project.

3.1. Detailed solutions

3.1.1 Employer's Objectives

The ELIDZ is the duly appointed operator of the East London Industrial Development Zone, and as such has an obligation to ensure that the various facilities and services that they own, and control are at all times fully operational and able to perform the function for which they were intended.

Accordingly, the ELIDZ has a need to enter into service operating agreement with suitable service providers who can carry out the provision to financing the project, supply, install and commission solar PV rooftop and ground mounted systems, as well as operate and maintain such installations.

3.1.2 Overview of the Works

The preferred bidder will be required to deliver the listed deliverables below:

- Development and delivery of a business model to create a model which would transact in the project.
- Signing up of relevant shareholders within the proposed model and formal formation of the entity.
- Raising of capital required for the total project.
- Delivery of required engineering and other studies to develop the total project.
- Application and acquisition of all permits, approvals and authorizations to carry out the total project.
- Delivery and installation of the solar PV panels, inverters and all related equipment in order to test and commission the numerous solar PV rooftop and ground mounted systems up to the total anticipated amount to meet the existing demand for renewable energy supply.
- Provision of a finance model which is based on a model which also brings about BBBEE points for shareholders.
- The total system must be compatible to be integrated into the ELIDZ electrical grid network and SCADA system.
- A supply a 10% of spares and replacement parts over the lifespan of the PPA's and total project.
- The service provider will operate and maintain the system via a local office to be established in the ELIDZ. It is also intended that certain skills transfer would take place with IDZ staff as well as interns.
- The total system is to be financed and insured by the service provider.
- Testing and commissioning of the system together with any regulatory certificates, permits or application must be carried out.

3.1.3 **Extent of the Works**

This Specification sets out and states the principal requirements covering the supply and delivery of solar PV rooftop and ground mounted systems for installation in all appropriate areas in Zones 1A, 1B, 1C, 1D, 1E and 1F. Should the need arise for the rendered service may be extended to include one or more portions of new works undertaken on behalf of the ELIDZ.

The bidder in this RFT will need to submit pricing according to the following standardized assumptions in order for the ELIDZ to compare submitted proposals fairly. Where the qualification will be based at the generate rate c/kWp vs the Eskom rate c/kWh.

These are the following assumptions to be used in the proposal to be submitted to the ELIDZ:

- There will be a total of 5 rooftop facilities which can each take a 3MW system
- The average energy demand is 3MW
- The tariff to be applied is 3B
- Tariff rate of R1.05/kWh
- The average available roof space is able to support 3MW
- Roof orientation is North East
- The Rand/US Dollar rate to be applied is R15/US\$
- The average PPA duration to be signed will remain effective for the duration of the active lease agreement.
- The annual escalation rates will be 5%
- Proof of existence of the proposed structure with relevant documentation to allow for a due diligence to be undertake e.g., BEE certification, tax compliance etc.
- Tariff R/kWh and R/kVA
- Quality / track record
- Financial backing evidence to be provided
- Financial sustainability of the offer needs to demonstrate sustainability for a 20-year time horizon

3.1.4 **MAINTENANCE AND REPAIRS**

- 3.1.4.1. The **TENANT** shall be responsible for and shall pay all costs of the maintenance and repair of the entire roof of the leased premises and shall on the termination date deliver the leased premises to the **LANDLORD** in the same good order and condition as received, fair wear and tear only excepted.

- 3.1.4.2. The **TENANTS** shall be responsible for roof repairs of the building as a result of the roof defects.
- 3.1.4.3. Should the **TENANT** fail to comply, within seven days of being so advised, with any of its obligations in terms of clause 18.1 the **LANDLORD** shall be entitled to effect the necessary maintenance and/or repairs and to claim the cost thereof from the **TENANT**, which shall be payable forthwith on demand.
- 3.1.4.4. Without limitation by inference from any other provision contained in this agreement, the Parties record that this is a not a triple nett lease. That the **TENANT** shall be responsible for and shall pay all costs and charges relating to the maintenance, use and occupation of the property and building as if it were the owner thereof, none of which shall be payable by the **LANDLORD**. The **TENANT** waives therefore, all claims against the **LANDLORD** in relation to the maintenance and repair (including running costs of whatever nature) of the property and / or building. The **TENANT** indemnifies the **LANDLORD** and holds the **LANDLORD** harmless against all claims, costs and charges contemplated herein.
- 3.1.4.5. The **TENANT** shall be responsible for and shall pay all costs of the internal maintenance and all reasonable preventative maintenance costs of whatever nature as if it were the owner of the leased premises and shall on the termination date deliver the leased premises to the landlord in the same good order and condition as in which received, fair wear and tear excepted.
- 3.1.4.6. The **TENANT** shall be responsible for payment of the operating costs, which shall include the costs of maintaining the roof integrity of the leased premises. However, in the event of damage being occasioned to the roof integrity of the leased premises as a consequence of a Gods act, the costs incurred in order to repair the damage occasioned shall be for the account of the **LANDLORD**.

4. Response Format

4.1 Company profile

- Provide an overview of your company profile.
- Provide information on your operation office locations. Do you have local offices in the BCM Metropolitan Area \ Eastern Cape Province \ National or International?
- Provide an organogram for team allocated to this project in terms of roles and responsibilities

4.2 Location evidence

- Provide information on your operation office locations. Do you have local offices in the BCM Metropolitan Area \ Eastern Cape Province \ National or International?
- Provide a Municipal Clearance Certificate

4.3 Technical Capability Experience

- Provide a detailed list of personnel who will form the team for this project, listing similar projects completed by each team member, their relevant skills \ qualifications and years of work experience relevant to this project. Include curriculum vitae's where possible.

4.4 Developed/built minimum of 2-10MWp roof-top PV systems

- List of five reference sites built by Supplier incl. location, capacity (kW^p), commission date and referral letter in company head of the client.

4.5 Manage and operate minimum of 2-10MWp active roof-top PV systems under PPA arrangement

- List of five reference sites (min 2MW^p listed) operated by Supplier incl. location, capacity (kW^p), commission date, referral letter in company head of the client, PPA term, contact reference (name, email address, mobile no.)

4.6 JV Participation Documentation (If applicable)

- Procurement Handbooks for both entities
- Consolidated BBBEE certificate for joint venture
- JV agreement indicating participation split
- Letter of authorization for JV agreement

5. SYSTEM SPECIFICATIONS & REQUIREMENTS

5.1 Design Criteria

- 600W tier 1 solar panel
- All fixings to be K2 or approved equivalent
- Coastal environment 50 MASL
- Inverter – Victron hybrid or approved equivalent
- Battery - Lithium ion or approved equivalent
- Optimal roof pitch - 25-33°
- The equipment installed is to be provided with interlocks to prevent the system from back feeding energy into the Local Authorities electricity supply network in the event of a power failure or power supply interruption/shutdown. In the event of either of these events, the system will immediately either shut down or

alternatively immediately disconnect or completely isolate(island) itself from the Local Authorities supply network.

- Meet the requirements of the Local Authorities Electricity Supply By-laws
- The Electricity Regulation Act (4 of 2006)
- The Occupational Health and Safety Act (Act 85 of 1993)
- SANS10142-1 and SANS10142-2
- NERSA licensing requirements of consistent approach for utilities NRS097-2-1
- The height of solar panels will not exceed 1,5 meters above the roof line of the building
- The tenant can remain to stay on current tariff scale if the SSEG tariff structure is not in place, or the ELIDZ reserve the right to be migrated onto any of the NERSA approved, tariff structures with tenants that has SSEG installation.
- Any feed-in tariff may at the sole discretion of the Local Authorities, be based on a time-of-use, stepped tariff or any other tariff structure
- The applicant accepts that he/she will be liable for payment of the cost of new electricity metering equipment which will be installed by the Local Authority
- Distribution Grid Code (all parts)
- The South African Grid Code (all parts)
- Local Authorities Electricity Supply By-law
- Eskom DST 34-1765 Distribution standard for the interconnection of embedded generation
- NRS 097-1 Code of practice for the interconnection of embedded generation to electricity distribution networks Part 1: MV and HV (once published)
- NRS 097-2-1 Grid interconnection of embedded generation Part 2: Small scale embedded generation, Section 1: Utility interface
- NRS 097-2 Grid interconnection of embedded generation Part 2: Small scale embedded generation, Sections 2 to 4 (once published)
- NRS 048 – Electricity supply – Quality of supply: Part 2: Voltage characteristics, compatibility levels, limits and assessment methods and Part 4: Application guidelines for utilities, Part 7, Application practices for end-customers (once published)
- SANS 10142-1 The wiring of premises
- SANS 474/NRS 057 Code of practice for electricity metering
- Compulsory Specifications Act (Act 5 of 2008) wrt SANS 60065/IEC 60065 Audio, video and similar electronic apparatus – Safety requirements and SANS 61558 – 1/IEC 61558 – 1: Safety of power transformers, power supplies, reactors and similar products Part 1: General requirements and tests, together with the appropriate Part(s) 2 of the SANS 61558/IEC 61558 series

- Energy Networks Association (ENA) Engineering Recommendation (ER) G 83/1-1, ER G59/1 and Engineering Technical Report (ETR) 113
- Regulatory Requirements and Normative References in Local Authorities application form for the connection of Embedded Generation (GEN/EMB)
- Generators to be earthed and banded in accordance with applicable codes and design parameters
- Design Business Case to include provisioning of 15 to 20% for O&M
- O&M team will ensure 24/7 support and offer contracted staff qualified and approved, to technically support the specific range of equipment installed on site, including communications and skilled Inverter competency
- 24/7 Security should be available
- All Installation work will be covered by a twelve (12) month defects liability period
- All PV Panels, Batteries, Inverters and MPPT's installed will be covered by same day replacement materials on claimed warranty period

5.2 EL IDZ Site Details – Roof availability

The Supplier will design the PV systems using the available roof spaces within the indicated red outlines on the google map extract below. Only consider the large industrial roof spaces. Ignore the smaller auxiliary buildings e.g., IDZ Conference Centre & private own facilities (RG Brose, Boysen



In designing the PV systems on the various roofs please assume the following:

- All the roofs are in good to excellent condition, structurally sound and fit to accept PV modules with at least a load bearing factor of 15kg/m²
- Standard health and safety guidelines must be incorporated in the design with respect to
 - incorporating build and maintenance for high roof operations,
 - minimum 3m edge of roof off-sets
 - maintenance gaps
 - walkways, CAT ladders etc.
- Each building will have a separate tie-in point to the EL IDZ electricity grid reticulation
- Provide for integrations into 20 tenant DB boards (most buildings house multiple tenants)

5.3 Load profile

The load profile for each tenant will be provided on request by the ELIDZ representative with the approval of the prospective tenant/ by the tenant intending to install the solar PV onto their roof.

Assume the following:

- i. Assume NO energy export revenues. BCM currently does not support a net metering / energy export tariff.
- ii. Assume NO demand charge savings. The majority of the tenants either have a base load energy consumption profile or those with non-base load profiles see peak kVA demand in early weekday hours where solar will have minimal affect.

5.4 LV Injection and Distribution Board Design

Assume the following LV and DB configuration for purposes of the design:

- A Solar DB panel in the existing LV room in each building will be available.
- Each Inverter will have an isolator that feeds to a common top mounted Busbar rated at full current. This Solar Bus bar will be connected to the existing Distribution board via a common breaker.
- The solar generated power will synchronize and feed the load on the exiting LV distribution board.

DC isolation switches, rated for the maximum system voltage and current, shall manually isolate each individual PV string.

The system shall be designed, as to not interrupt utility or generator supply, in the event of a fault on the PV reticulation & Inverters

5.5 Metering, CTs and Comms

Class 0.5 metering will be done of which the communications shall have capability of supplying data to the Supplier as well as the ELIDZ SCADA system (Modbus Protocol) simultaneously.

Specific placement of meters and CT's will be agreed with Tenants and the ELIDZ.

A Tenant meter shall be installed on the PV supply for verification purposes, as well as one meter for the Supplier's PV supply and another for the utility supply.

The meters will have the capability of storing real time energy and power data, in order to extract to SCADA at a later stage in the event of communications failure

Meters to be synchronised in order to calculate the maximum demand reading measured over a 30 (thirty) minute average interval.

5.6 **MANUALS, DRAWINGS AND OPERATION**

After successful testing and commissioning, as well as local authority approval of the PV plant, a set of documents must be handed over, including:

- i. CAD copy of drawings, with all PV information inclusive of roof and plant room
- ii. All test & commissioning sheets
- iii. Wiring diagrams
- iv. 2 sets of operating & maintenance instruction manuals

The Supplier will include the following at commissioning handover:

- AC & DC Electrical reticulation diagrams with protective switchgear
- Communication modules' I/O termination sheet
- Manufacturer's manuals for Solar Panels, Inverters and MPPT (if external)
- Copy of check sheet & test & commissioning documentation
- Parameter list of inverter and applicable circuit breaker settings
- Procedures for verifying correct system operation
- Procedural checklist for use upon system failure
- Shutdown, Start-up and Isolation procedure
- Maintenance & Cleaning Recommendations
- Warranty Information

5.7 **Material Delivery, on-site storage and Insurance**

The ELIDZ will NOT provide any space/storage for site office or project material.

The Supplier will remain responsible for providing temporary safe storage, shelter, security and insurance for temporarily stored items during construction and installation. The location of such storage and shelter is to be agreed by both parties.

The Supplier shall at his cost insure the works to its full replacement value against typical construction risks, including public liability (R50,000,000) and erection all-risks, including the transport of photovoltaic panels and equipment to site.

Please forward any queries to: Anathi Mzantsi at the following contact details:

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ANNEXURE 1

PROCUREMENT HANDBOOK



ANNEXURE 2

TECHNICAL FUCNTIONALITY SUPPORTING DOCUMENT

**1. Developed/built minimum 2-10MWp roof-top PV systems
- List of five reference sites built by Supplier**

2. Manage and operate minimum of 2-10MWp active rooftop PV systems under PPA arrangement - List of five reference sites (min 2MWp listed) operated by Supplier

3. Technical Capability (Experience)



ANNEXURE 3

BROCHURES



ANNEXURE 4

SBD 04