

**RFP 034/2025: PROVISION OF PROFESSIONAL SERVICES AS A TRANSACTION ADVISOR TO UNDERTAKE A BANKABLE FEASIBILITY STUDY, COST-BENEFIT ANALYSIS, FINANCIAL MODELLING, PROJECT PREPARATION, AND TO DEVELOP PROCUREMENT DOCUMENTS FOR PERFORMANCE-BASED CONTRACT (PBC) PROJECTS FOR NON-REVENUE WATER (NRW) REDUCTION IN POLOKWANE LOCAL MUNICIPALITY**

**QUESTIONS ARISING AND RESPONSES PROVIDED SUBSEQUENT TO COMPULSORY BRIEFING MEETING OF 11 JUNE 2025**

**Date: 20 June 2025**

**First Update: 03 July 2025**

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1.	Technical	On Page 10 of the RFP document, the maximum and minimum points allocated to each of the Evaluation Criterion are different from the allotted points shown in the Table on Page 11 of the RFP document.	The text on page 10 of the RFP document has been corrected to ensure alignment with the allotted points shown in the table on page 11 of the RFP document. <i>The corrected RFP document, to which reference should be made, is attached herewith.</i>
2.	Technical	Pg 8, C.2.1: Key Resources / Expert: The EAPSA registration only commenced around 2019. As such there is no practitioner in South Africa that would have 10, 15, 20 and 25 years' post registration experience. <b>Question 1:</b> <i>Would DBSA consider reallocating the point system on page 15, Eval of Experience?</i>	On page 8, the Minimum Qualifications, Category of Professional Registration and Experience of the Environmental Management and Development / Social Facilitation Expert is amended to read as follows: <i>Registration as an Environmental Assessment Practitioner (EAP) by the Environmental Assessment Practitioners Association of South Africa (EAPSA) in terms of Section 24H (Registration Authority Regulations, 2016) of the National Environmental Management Act (Act No. 107 of 1998) <b>Must have at least 10 years' experience</b> in the provision of environmental management services (e.g. environmental assessments, climate change mitigation, environmental control), and Development Facilitation / Social Facilitation on</i>

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			<i>public / private sector infrastructure delivery programmes and projects in South Africa.</i> On page 15, the word “post-registration” has been <u>removed</u> from the required number of years’ experience.
3	Technical	On page 91, Pricing Schedule, item 17 states “PBC contract documentation template is available from the WPO office). <b>Question 2:</b> <i>Kindly make this document available to bidder at tender stage. A document in hand could decrease our price offer.</i>	The PBC contract document will only be made available to the successful bidder.
4	Technical	On page 102, the Transaction Advisor (TA) is expected to: 2i) Prepare and design projects for PBC contract, <i>combined with</i> 2j) Facilitate the procurement of a PBC contractor. <b>Question 3:</b> <i>Does this facilitation end at producing the tender document with projects in for the DBSA or other Bid Specification Committee (BSC)? Or, does it include supporting the advertisement, receipt and evaluation of bids from a potential PBC contractor?</i>	The TA’s scope and responsibility ends at the finalization of the PBC Tender documents and sign off by the Project Steering Committee (PSC).
5	Technical	On page 104: Existing Situation Assessment – first paragraph: The TA is expected to “Undertake the project activities ..... for the project to be financially viable for PBCs...”	a) We have referred the question about the SIV volume for all the areas listed to Polokwane LM. b) It is reasonable to expect that SIV data will be available from Polokwane LM but the currency (“up-to-date-ness”) thereof cannot be guaranteed.

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		<p><b>Question 4:</b> <i>Is the SIV volume for all the areas listed (from Penina Park to Polokwane X19) known or are measurement devices in place for SIV to be determined? If all SIVs are not known, could a rate items be placed in the pricing schedule for:</i></p> <ul style="list-style-type: none"> <li>▪ <i>Installation of bulk meters (based on various sizes)</i></li> <li>▪ <i>Installation of zonal valves to isolate zones</i></li> </ul>	<p>c) The WPO will not include rate items in the pricing schedule as a provisional sum has already been allowed for items such as this.</p> <p>d) The TA should allow for some additional data collection at each of the DMAs. Bullet 3(w) has been included on page 105 to reflect this.</p>
6	Technical	<p>On page 104: Existing Situation Assessment, The TA is expected to 3k) Obtain ..... as-built drawings, and 30) Establish the network and hydraulic model.</p> <p><b>Question 5:</b> <i>In what software is the current hydraulic model?</i></p> <p><b>Question 6:</b> <i>Is the model balancing?</i></p> <p><b>Question 7:</b> <i>How many km of pipeline still need to be captured into the existing hydraulic model for the areas in question? If this is not known, could DBSA provide a rates pricing for: Capture of as-builts drawings (per km)?"</i></p>	<p>a) The questions have been referred to Polokwane LM and feedback is awaited.</p> <p>b) Even if no feedback is received from Polokwane LM, the WPO is disinclined to include a rates pricing as a Provisional Sum for such work has been allowed for in the pricing schedules.</p>
7	Technical	<p>On page 105, the TA is expected to 3 m) confirm functionality of bulk meters, and 3n) ensure all plumping work and installations ..... as part of the project.</p> <p><b>Question 8:</b> <i>This is the same as Question 4 above. Will the bidder be required, only on</i></p>	<p>To mitigate risk and unnecessary claims or disputes, it is expected that all the minor repair works listed in the Question are the full and undivided responsibility of Polokwane LM. Rates will therefore not be applicable for inclusion in the tender document.</p>

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		<i>a needs basis to implement minor works such as: Repair/service PRVs, Repair/service bulk meters, Replace bulk meters, Install new bulk meters, Install and close zonal valves, Implement major leak repairs, Disconnect and reconnect major unauthorized connections?, Resolve water resources supply, etc.</i>	The plumbing works and installations referred to in 3 n) relate to any temporary equipment or instrumentation to be installed on the existing network for use only during the duration of the feasibility study – with due authorization from Polokwane LM. These are covered by the Provisional Sum allowed for in the pricing schedule.
8	Technical	Page 107, 4) Institutional Capacity Assessment: The technical area in this bid is not for the entire Polokwane LM and only a few areas/suburbs. <b>Question 9:</b> <i>Can the capacity assessment of W&amp;S staff, financial staff, admin staff and customer care staff only consider the organogram of staff allocated to these selected suburbs/areas? Or, must the entire LM organogram and entire municipal W&amp;S NRW responsibilities be considered for all residential areas and suburbs?</i>	It is considered that Technical and administrative staff are usually allocated by function, so the requirement would be for the TA to assess all relevant technical and admin staff of the water supply and distribution function, as well as the allocation of these resources to the project areas. Bullet 4.1 e) has been added to page 107 to provide additional clarity.
9	Technical	Page 107: Financial Assessment and Evaluation: A key sustainability factor mentioned in the briefing was Polokwane not having ring-fenced its W&S finances. <b>Question 10:</b> <i>As not to have a sustainability gap in the scope of works, would DBSA not consider adding this responsibility of commencing ringfencing the W&amp;S finances into the bid?</i>	<b>Response to Question 10:</b> For the purpose of the PBC implementation approach, the TA is already required in clause 3 v) on page 105, to assess the adequacy, effectiveness and efficiency of the financial management systems of the municipality regarding <i>inter alia</i> “.....ring-fencing of water accounts (if any)”. Where the TA’s assessments indicates that there is no ring-fencing of water accounts, this must form part of the TA’s recommendations at least for the water accounts of consumers within the project areas (DMAs). It is understood that for the implementation of the PBC

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		<p><b>Question 11:</b> <i>The technical area in this bid is not for the entire Polokwane LM and only a few areas/suburbs. Can the financial assessment only be completed for the selected areas? Or, must the entire LM finances be considered?</i></p>	<p>Contract, the municipality will be able to undertake such ring-fencing of water accounts in the DMAs with guidance from Provincial Treasury, National Treasury, and Department of Water and Sanitation.</p> <p><b>Response to Question 11:</b> Detailed financial assessment of the water income and expenditure for the project area, i.e., DMA level, and assessment of the municipal finances extrapolated to the project will be required provide context to the BFS and CBA and in determining the financial viability and providing a base line for the PBC.</p>
10	Technical	<p>Page 51: Reference Letters. <i>Can reference letters currently on file be used in the submission or would the reference letters be required to be in the format on page 51 and addressed to the WPO?</i></p> <p>Page 51: CVs. <i>Will the Resource be required to sign his/her CV in front of a commissioner of oaths and stamped by the COO or is this a template guideline only?</i></p>	<p>As stated during the briefing session, the completion of forms and returnable documents is to be done as per the tender document requirements.</p> <p>As per the requirements stated in the tender document, the Resource will be required to sign his / her CV in front of the Commissioner of Oaths (COO) and stamped by the COO.</p>
11	Technical	<p>Page 1 – Will there be more than one successful tenderer? Please confirm how many bidders will be appointed for this tender.</p>	<p>Only one (1) successful tenderer (bidder) will be appointed.</p>

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12	Technical	Page 1 – When will list of successful tenderers be uploaded to the DBSA website?	As soon as possible after the award of contract by the Bid Adjudication Committee. Bidders are encouraged to visit the procurement section of the DBSA website as from three weeks from close of the tender and check under the awarded contracts tab.
13	Technical	Page 7 – Project Manager and Team Leader must be an engineer - please can this requirement be reconsidered to allow for other resources with other relevant qualifications that can perform the task as well?	No, the requirements as set out in the tender document remain unchanged.
14	Technical	Page 8 – Municipal Finance / Infrastructure Investment Analysis Expert – - please can these requirements be reconsidered as there are many well qualified financial experts that do have a very strong understanding of government finance? What about an MBA?	No, the requirements as set out in the tender document remain unchanged.
15	Technical	Page 7 – Minimum Qualifications, Category of Professional Registration and Experience – does not match scoring table descriptions, please can clarification be provided to confirm how Key experts experience and qualification will be evaluated.	There are no discrepancies between the Minimum Qualifications, Category of Professional Registration and Experience and the scoring table descriptions. Key experts experience will be evaluated as per the details in the tender (RFP) document.
16	Technical	Page 12 – Experience scoring table does not match key resources/ experts Minimum Qualifications, Category of Professional Registration and Experience. Please clarify	There are no discrepancies between the Minimum Qualifications, Category of Professional Registration and Experience and the scoring table descriptions. Key experts experience will be evaluated as per the details in the tender (RFP) document.



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17	Technical	Page 90 – Schedule C2.3 referred to approved reports and the like to price matters and to possibly trigger payment. However, it is not clear how the actual work is to be rewarded and whether it should be costed for completed reports listed in the table.	Payment will be on the basis of specific completed deliverables. This is also explicitly stated on Page 88, (18) Pricing Assumptions.
18	Technical	Page 90 – The duration of the project is six (6) months is included in the tender – is this duration correct?	Correct. The project duration is six (6) months from the Start Date.
19	Technical	Page 92 – Contractual Delivery Mechanisms is referred to – please can a definition be provided in this regard?	Reference should be made to Section 14 and Section 15 on page 114.
20	Technical	Page 95 – Schedule c2.4: Pricing data / price schedules: undertaking of a bankable feasibility study, cost-benefit analysis, financial modelling, project preparation, and to develop procurement documents for Performance-Based Contract (PBC) projects for Non-Revenue Water (NRW) reduction in Polokwane Local Municipality.	Schedule C2.4 is the pricing schedule for DESIGN OF ADVANCED METERING INFRASTRUCTURE (AMI) which is one deliverable of the total project. The pricing has been separated from the other pricing schedule C2.3 for reasons of strategic flexibility.
21	Technical	Page 96 – Why is Schedule C2.2 needed if it does count to the cost of the project.	Schedule C2.2 is a breakdown of the rates of the Key Experts and is a requirement of the tender.
22	Technical	Page 116 – staff secondment is contemplated as part of the implementation – however it is assumed that this approach would need to be confirmed as part of the Feasibility Study. Please clarify.	Yes, secondment of staff should be allowed for in the feasibility study and the PBC contract.

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23	Technical	Can you please indicate if you can provide an extension of time for the close date, by another two weeks?	The WPO is disinclined to provide an extension of time to the closing date because sufficient time (26 May 2025 to 11 July 2025) was given to prospective Bidders to compile and submit quality proposals. However, in the event of exceptional circumstances that compel Bidders to request for extension of time to the closing date, such requests must be properly motivated to the WPO through SCM at least 10 calendar days to the closing date for consideration and response by the WPO within 48 hours.
24	Technical	Can you please indicate that if a team submits a bid and is successful for RFP034/2025 and completes the work. Will it be possible for this team, or members of this team, to participate in the actual PCB tender when it is issued	No. The members of the successful bidders team are not expected to participate in the actual PBC tender.
25	Technical	Can we also include other infrastructure sectors' Performance-Based Contract project experience (with reference to the R300million minimum project value as experience, the last seven years)? Since there are not many such PCB projects in South-Africa, the rest are international, and still – there are many more PCBs in other infrastructure sectors, than in the water sector.	No. Other infrastructure sectors will not be included in the R300 million.
26	Technical	Can you please indicate when you will provide the existing PBC template, as you referred to form the tender briefing	The template of the PBC Contract will be provided only to the successful bidder.
27	Technical	Page 8: The Minimum Qualifications, Category of Professional Registration for Key Resource /	No. The requirements stated in the Tender document remain unchanged.



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		Expert ID 5 (Municipal Finance / Infrastructure Investment Analysis Expert) has reference. Will a holder of a Master of Business Administration (MBA) not fulfill the same equivalence as a CA(SA) and/or a CFA from the perspective of meeting the requirement?	
28	Technical	Institutional / Organizational Development Expert - Registration as a Chartered HR Professional or Master HR Professional by the South African Board for People Practices (SABPP). Must have at least 15 years' post-registration experience in the areas of assessment, analysis, functioning, development, and strengthening of water services authorities, or public sector organizations, or private sector organizations to improve their effectiveness, efficiency, and capacity. Would the DBSA consider the following registrations - Global Professional in Human Resources (GPHR), Certified Compensation Professional (CCP), or the SHRM Certified Professional (SHRM-CP)?	No. The requirements stated in the Tender document remain unchanged.
29	Technical	In the tender briefing it was indicated that we are required to make use of the reference letter template as provided in the tender document, and that the DBSA would not consider reference letters on client templates or letter heads. Taking into consideration that previous clients may have	No. It was stated at the briefing session that there will be no Deviations in the RFP034/2025 tender and that the DBSA will not consider old existing reference letters in the files of the Bidders. The Employers (or their successors and assignees) who are providing the Reference Letters are welcome to update the existing reference

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		<p>moved on, and obtaining updated reference projects completed 7yrs ago, may be difficult, will the DBSA not consider existing reference letters on client letter heads? Further, similar projects have often been completed on behalf of clients, who by standard do not issue reference letters, however applicable contact details for vetting can be provided – would this be acceptable?</p>	<p>letters by using (transposing) the contents in the Reference Letter template on their letterheads and sign / stamp off.</p>
30	Technical	<p>There is a gateway requirement for bidders to have “successfully provided professional services in the development of bankable feasibility studies, cost-benefit analysis (CBA), financial modelling, project preparation, and procurement documents for performance-based contracts (PBC) in relation to non-revenue water (NRW) reduction projects in South Africa or internationally, with the NRW projects having a combined value of at least R300 million in the last seven (7) years”.</p> <p><i>If a bidder has experience in NRW projects (bankable feasibility studies, cost-benefit analysis (CBA), financial modelling, project preparation, and procurement documents) over R300m, but not specifically in PBC over R300m will they qualify? And, in contrast if a bidder has PBC experience over R300m in other sectors</i></p>	<p>If a bidder has experience in NRW projects (bankable feasibility studies, cost-benefit analysis (CBA), financial modelling, project preparation, and procurement documents) over R300m, but not specifically in PBC over R300m, they will be eligible to submit tenders, and to have their tender submissions evaluated. Experience of the Bidders must be in relation to in relation to non-revenue water (NRW) reduction projects as stated in the Tender Data on page 7.</p>

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		<i>will this be considered for qualification? We doubt there are many, or any entities in South Africa that can qualify if all requirements are inclusive of one another.</i>	
31	Technical	<i>Referring to the team requirements in C2.1 of Tender Data, can the Environmental Management and Development/Social Facilitation Expert be fulfilled by two individuals who have Environmental Management skills separate from Development/Social Facilitation skills that mee these requirements separately.</i>	No. As per item 2 of this document, the amended requirement is a Team member who has Registration as an Environmental Assessment Practitioner (EAP) by the Environmental Assessment Practitioners Association of South Africa (EAPSA) in terms of Section 24H (Registration Authority Regulations, 2016) of the National Environmental Management Act (Act No. 107 of 1998) <b>Must have at least 10 years' experience</b> (no longer 10 years "post-registration" experience) in the provision of environmental management services (e.g. environmental assessments, climate change mitigation, environmental control), and Development Facilitation / Social Facilitation on public / private sector infrastructure delivery programmes and projects in South Africa.
32	Technical	Municipal Finance / Infrastructure Investment Analysis Expert - Professional registration as a Chartered Accountant CA (SA), or as a Chartered Financial Analyst (CFA). Must be a member of the Chartered Institute of Public Finance and Accountancy (CIPFA) or similar public-sector professional body. Must have at least 15 years' post-registration experience within any of the following areas: Bankable Feasibility Studies, Project Finance, Infrastructure Investment Analysis, Financial Analysis and Financial Modelling.	No. The requirements of the tender document remain unchanged.

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		<i>With regards to the registration and membership requirements – would the Chartered Global Management Accountant (CGMA) designation as awarded by CIMA be deemed an acceptable registration and body?</i>	
33	Technical	<p>Environmental Management and Development / Social Facilitation Expert - Registration as an Environmental Assessment Practitioner (EAP) by the Environmental Assessment Practitioners Association of South Africa (EAPSA) in terms of Section 24H (Registration Authority Regulations, 2016) of the National Environmental Management Act (Act No. 107 of 1998) Must have at least 10 years post-registration experience in the provision of environmental management services (e.g. environmental assessments, climate change mitigation, environmental control), and Development Facilitation / Social Facilitation on public / private sector infrastructure delivery programmes and projects in South Africa.</p> <p><i>The EAPSA registration has not been in effect for 10 years, as such to meet the 10year post-registration requirement is not possible, would the DBSA consider 5 years post registration experience?</i></p>	<p>As per item 2 of this document, the amended requirement is a Team member who has Registration as an Environmental Assessment Practitioner (EAP) by the Environmental Assessment Practitioners Association of South Africa (EAPSA) in terms of Section 24H (Registration Authority Regulations, 2016) of the National Environmental Management Act (Act No. 107 of 1998) <b>Must have at least 10 years' experience</b> (no longer 10 years "post-registration" experience) in the provision of environmental management services (e.g. environmental assessments, climate change mitigation, environmental control), and Development Facilitation / Social Facilitation on public / private sector infrastructure delivery programmes and projects in South Africa.</p>

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34	Technical	Can you clarify if by “combined value of at least R300 million in the last seven years” you mean total contract value or total investment value by the client	What is meant is the total investment value of the project, and NOT the contract value of the professional services provided.
35	Technical	Could you please confirm if you will consider extending the time for executing the contract due to elements outside the control of the consultant that result in delays, such as government approval processes or information requests than take longer than anticipated.	Extension of time for executing the contract may be granted on its merits and on a case by case basis when due to elements outside the control of the consultant that result in delays. However, as stated on page 71 of the RFP document (amendments to Clause 3.9.1 and 3.9.2 of the CIDB Professional Services Contract), <i>“Any changes to the Period of Performance that are granted by the Employer shall be without additional costs, as these changes, when granted, shall be without any increase in the Contract Price”</i> .
36	Technical	The tender document in reference to the subject line on page 18 mentions that "The tenderer must complete the following Returnable Documents in black ink". <i>Can we type in black font to complete the document OR we must strictly pen in the document and scan it afterwards for submission purposes?</i>	Bidders are allowed to type in black font to complete the Returnable Documents in black ink.