



AIDC Eastern Cape SOC Ltd

TENDER

TENDER NO: AIDC-EC_B01/2023

TENDER SUBJECT: Appointment of a Service Provider to Install, Commission and Maintain Electric Vehicle Public Charging Infrastructures in the Eastern Cape Province of South Africa

Request for Bid Consisting of: Appointment of a Service Provider to Install, Commission and Maintain Electric Vehicle Public Charging Infrastructures in the Eastern Cape Province of South Africa

The Request for Services (Returnable) - This Document

Issued by:

AIDC Eastern Cape

3198 Conyngham Road, Ascot Office Park, Building
6, Parsons Hill, Port Elizabeth

Tel: 041 393 2100

BIDDER NAME:

CSD NUMBER:

CLOSING DATE:	07TH JULY 2023
CLOSING TIME:	11:00AM

Document Name: AIDC-EC Tenders – Standard Bid Document		
Rev. Nr.: 08	Document Number: FIN-FORM031	Previous Revision Date: 02.06.2022
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SECTION A:

ABBREVIATIONS AND ACRONYMS

4G	Fourth-Generation Wireless
AIDC-EC	AIDC Eastern Cape
BEV	Battery Electric Vehicle
CHAdMO	CHARge de Move
CIDB	Construction Industry Development Board
CCS	Combined Charging System
CSD	National Treasury Central Supplier Database for South African Government
DCFC	DC Fast Chargers
DIN	Deutsches Institut für Normung
DTI	Department of Trade and Industry
EC	Eastern Cape
EME	Exempt Micro Enterprise
EV	Electric Vehicle
EVSE	Electric Vehicle Supply Equipment
IEC	International Electrotechnical Commission
IEEE	Institute of Electrical Engineers
IRBA	Independent Regulatory Board of Auditors
ISO	International Organisation for Standardisation
IT	Information Technology
iTHD	Total Harmonic Distortion
kW	Kilowatt
kWh	Kilowatt Hour
LCD	Liquid Crystal Display
LED	Light Emitting Diode
LTE	Long-Term Evolution
NEMA	National Electrical Manufacturers Association
NFC	Near Field Communication
OCPI	Open Charge Point Interface
OCPP	Open Charge Point Protocol
PCCA	Prevention and Combating of Corrupt Activities Act 12 of 2004
PCI	Payment Card Industry
PCI DSS	Payment Card Industry Data Security Standards
PFMA	Public Finance Management Act (Act 1 of 1999)
PII	Personal Identifiable Information
PPPFA	Preferential Procurement Policy Framework Act (Act 5 of 2000)

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QSE	Qualifying Small Enterprise
RFID	Radio Frequency Identification
RFP	Request For Proposal
SABS	South African Bureau of Standards
SAE	Society of Automotive Engineers
SANAS	South African National Accreditation System
SANS	South African National Standard
SARS	South African Revenue Service
SASAE	South African Standard on Assurance Engagements
SCM	Supply chain management
SMME	Small, Medium and Micro Enterprises
ToR	Terms of Reference

B: DEFINITIONS

Acceptable tender	Means any tender which, in all respects, complies with the specifications and conditions of tender as set out in the tender document.
Accreditation Body	Means the South African National Accreditation System or any other entity appointed by the Minister from time to time whose function it is to: Accrediting verification agencies Developing, maintaining and enforcing of Verification Standards
Affordable	Means (in terms of a PPP-Agreement) that the financial commitments to be incurred can be met by funds: Designated within AIDC-EC's existing budget for the function to which the agreement relates; and Destined for AIDC-EC in accordance with the relevant Treasury's future budgetary projections.
All applicable taxes	Includes value-added tax, pay as you earn, income tax, unemployment insurance fund contributions and skills development levies.
Bid	Means a written offer or proposal to supply goods and/or provide services, submitted in response to the AIDC-EC's invitation to Bid/Quote or submit proposals which includes advertised competitive bids, written price quotations or proposals.
Bid Specification	A specification that lays down the characteristics of goods to be procured or their related processes and production methods, or the characteristics of services to be procured or their related operating methods, including the applicable administrative provisions, and a detailed requirement relating to conformity assessment procedures that an entity prescribes and shall include TOR for specialised services.
Black People	means 'African', 'Indian' and 'Coloured' people who are citizens of the Republic of South Africa by birth; or are citizens of the Republic of South Africa by naturalisation before the commencement date of the Constitution of South Africa Act (1993); or became citizens of the Republic of South Africa after the commencement of the of the Constitution of South Africa Act (1993), but who for the Apartheid policy that has been in place to that date, would have been entitled to acquire citizenship by naturalisation prior to that date.
Specific goals	In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by

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	<p>proof/ documentation stated in the conditions of this tender:</p> <p>In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—</p> <p>(a) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system: or</p> <p>(b) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system, then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.</p>
Close family member	Shall mean: - member of the same household, parent (including adoptive parent), parent-in-law, son (including adoptive son), son-in-law, daughter (including adoptive daughter), daughter-in-law, step-parent, step-son, step-daughter, brother, sister, grandparent, grandchild, uncle, aunt, nephew, niece, the spouse or unmarried partner with relation to any of the person's above.
Code of Ethics	refer to the AIDC-EC Code of Ethics for Management and Staff as may be amended from time to time.
Comparative price	Means the price after the factors of a non-firm price and all the unconditional discounts that can be utilised have been taken into consideration.
Consortium or joint venture	Means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.
Contract	Means the agreement that results from the acceptance of a bid by AIDC-EC.
Designated sector	Means a sector, sub-sector or industry that has been designated by the DTI in line with national development and industrial policies for local production, where on local produced goods or locally manufactured goods meet the stipulated minimum threshold for local production and content.
Duly sign	means a document that has been signed by the Chief Financial Officer or other legally responsible person nominated in writing by the Chief Executive, or senior member / person with management responsibility (close corporation, partnership or individual).
Exempt Micro Enterprise (EME)	means an enterprise with a specified total annual revenue as per Department of Trade and Industry Codes of Good Practice on Broad Based Black Economic Empowerment
Family member	<p>Means: -</p> <p>a husband or wife, any partner in a customary union according to indigenous law or any partner in a relationship where the parties live together in a manner resembling a marital partnership or a customary union; and</p> <p>any person related to either one or both persons referred above within the second degree through a marriage, a customary union or a relationship or the third degree of consanguinity.</p>
Firm price	Means the price that is only subject to adjustments in accordance with the actual increase or decrease resulting from the change, imposition, or abolition of customs or excise duty and any other duty, levy, or tax, which, in terms of the law or regulation, is binding on the contractor and demonstrably has an influence on the price of any supplies, or the rendering costs of any service, for the execution of the contract.

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Fronting	Means a deliberate circumvention or attempted circumvention of the B-BBEE Act and the Codes. Fronting commonly involves reliance on data or claims of compliance based on misrepresentation of facts, whether made by the party claiming compliance or by any other person.
Functionality	Means the measurement according to predetermined norms, as set out in the tender documents, of a service or commodity that is designed to be practical or useful, working or operating, taking into account, among other factors, the quality, reliability, viability and durability of a service and the technical capacity and ability of the tenderer.
Imported content	Means that portion of the tender price represented by the cost of components, parts or materials which have been or are still to be imported (whether by the bidder or its subcontractors) and which costs are inclusive of the costs abroad (this includes labour or intellectual property costs), plus freight and other direct importation costs, such as landing costs, dock dues, import duty, sales duty or other similar tax or duty at the South African port of entry.
In the service of the state	Means: an employee of any municipality who has a performance contract with the municipality and is employed on a permanent, temporary, or short-term basis. an employee or public servant of any national or provincial government as defined in terms of Public Services Act. a member who – is a councillor of any municipal council as defined in the Local Government Municipal Structures Act (Act No 117 of 1998). is a politician serving in any provincial legislature; or is a politician serving in the National Assembly or the National Council of Provinces; a member of the board of directors of any municipal entity; an employee and a member of a government owned entity as defined in the Public Finance Management Act (Act No 1 of 1999); and / or such other meaning ascribed to it by National Legislation from time to time.
Local content	Means a portion of the tender price which is not included in the imported content, provided that local manufacture does take place.
Non-firm prices	Means all prices other than “firm” prices
Person	Includes a juristic person.
Price Quotation	An estimate describing the product, stating its price, time of shipment, and specifies the terms of the sale and terms of the payment.
Property	Includes all movable and immovable property and intellectual property belonging to AIDC-EC.
Public Private partnership	Means a commercial transaction between AIDC-EC and a private party in terms of which: the private party either performs a function o.b.o. AIDC-EC for a specified or indefinite period, or acquires the use of state property for its own commercial purposes for a specified or indefinite period; the private party receives a benefit for performing the function or by utilising state property, either by way of: compensation from a revenue fund charges or fees collected by the private party from users or customers of a service provider to them; or a combination of such compensation and such charges or fees
Qualifying small entity	Means a qualifying small entity that qualifies for measurement under a certain value as per Department of Trade and Industry Codes of Good Practice on Broad Based Black Economic Empowerment.

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Rand value	means the total estimated value of a contract in South African currency, calculated at the time of bid invitations, and includes all applicable taxes and excise duties.
Related enterprise	Means an entity controlled by a measured entity whether directly or indirectly controlled by the natural persons who have direct or indirect control over that measured entity or the immediate family of those natural persons.
Service Level Agreement	Shall have the same meaning assigned as "Contract"
Shareholder	Means a person who owns shares in the company and is actively involved in the management of the enterprise or business and exercises control over the enterprise.
State	Means: any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the PFMA any municipality or municipal entity national Assembly or the national Council of Provinces; or parliament
Stipulated minimum threshold	Means that portion of local production and content as determined by the DTI
Sub-Contract	Means the primary contractor's assigning, leasing, making out work to, or employing, another person to support such primary contractor in the execution of part of a project in terms of the contract.
Tender	The same meaning is assigned as "Bid" above.
Threshold	Shall mean the financial limits on the value of goods or services to be procured as set and prescribed in this policy which shall determine the manner in which these goods and services will be procured
Total revenue	Means the total income of an entity from its operations as determined under South African Generally Accepted Accounting Practice.
Trust	Means the arrangement through which the property of one person is made over or bequeathed to a trustee to administer such property for the benefit of another person.
Trustee	Means any person, including the founder of a trust, to whom property is bequeathed in order for such property to be administered for the benefit of another person.
Value for Money	Means that the item (public-private partnership agreement) results in a net benefit to AIDC-EC defined in terms of cost, price, quality, quantity, or risk transfer, or a combination thereof.

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SECTION B

General information

1.1. Invitation

The AIDC-EC is looking for a competent Service Provider to Install, Commission and Maintain Electric Vehicle (EV) Public Charging Infrastructure in the Eastern Cape Province.

1.2 Eligibility To Bid

- a) Bidders must ensure that all the required returnable documents and annexures are submitted together with this bid document (Tender), fully completed and signed as required in Table 1 below for mandatory returnable and Annexures.

1.3 Estimated Timeline

	Activity	Date	Time
1	Issuing of Tender to Service Providers	15 June 2023	N/A
2	Compulsory Briefing session for targeted bidders	21 June 2023	14:00
3	Final date of submission proposals	07 July 2023	11:00

1.4 Compulsory Briefing Session

- For interested bidders, the AIDC-EC will host a compulsory briefing session for all bidders. Bidders are required to attend the compulsory briefing session at the Nelson Mandela Bay Stadium at 70 Prince Alfred Road, North End, Gqeberha.
- The briefing session will start at 14:00.

1.5 Submission of Bid Documents

The entire duly signed and completed Bid document together with any attachments or annexures must be submitted as follows:

- a) Bids to be placed in sealed envelopes in the Bid Box on or before the final date and time of submission of proposals as indicated above labelled clearly as follows:

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Bid Reference Number: **AIDC-EC_B01/2023**

Bid Subject: **APPOINTMENT OF A SERVICE PROVIDER TO INSTALL, COMMISSION AND MAINTAIN PUBLIC ELECTRIC VEHICLE CHARGING INFRASTRUCTURE IN THE EASTERN CAPE PROVINCE OF SOUTH AFRICA**

Delivered at: **AIDC-EC Head Office,
3198 Conyngham Road, Ascot Office Park,
Building 6, Parsons Hill, Gqeberha**

Attention: **MS RUWAYDA CLARKE**

1.5.1 IMPORTANT NOTE

All bid documents are to be **completed in permanent ink**.

- i) No alterations of the Bid Document will be allowed.**
- ii) No correction fluid will be allowed. Corrections should be initialled.**
- iii) One original duly signed (by authorised representative) and completed bid document MUST be submitted inclusive of the terms and conditions of this bid document.**
- iv) A PDF soft copy of the duly signed and completed original bid (e.g. PDF format in Flash drive/disc) should be submitted with the Original duly signed and completed hardcopy bid document however non-submission of a soft copy will not result in the Bid being disqualified.**
- v) No late submissions will be eligible for consideration by AIDC-EC.**
- vi) The bid box is open on weekdays between 08h00am and 16h30pm.**

1.5.2 Late Submissions

Submissions received after the closing date and time, at the address indicated in the bid documents, will not be accepted for consideration and where practical, be returned unopened to the Bidder(s).

1.6 Preferential Procurement

This Bid is subject to the Preferential Procurement Policy Framework Act and the Preferential Procurement Regulation of 2022 as applicable to provincial government business enterprises as listed under schedule 3(d) of the Public Finance Management Act and the AIDC-EC Procurement Policy as amended from time to time.

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1.6.1 STAGE 1 – PREFERENTIAL PROCUREMENT

1.6.1.1 The following preference point systems are applicable to invitations to tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.6.1.2 **Principle applicable for this tender /quotation is:**

- a) The value of this bid is estimated not to exceed R50 000 000 (all applicable taxes included) and therefore the applicable preference point system for this tender is the 80/20 preference point system.

1.6.1.3 Points for this tender shall be awarded for:

- (a) Price; and
- (b) Specific Goals.
- (c) Points allocation for specific goals

1.6.2 Points allocation for specific goals

1.6.2.1 The maximum points allocated are as follows.

Above R1 000 000 to R50 Mil	
Total points for Price and SPECIFIC GOALS	100
	POINTS
PRICE	80
SPECIFIC GOALS	
51% and above black owned enterprise	10
Eastern Cape based supplier	5
51% and above women owned enterprise	3
51% and above youth owned enterprise	2
Total points for Price and SPECIFIC GOALS	100

1.6.2.2 A maximum of 20 points will be awarded for specific goals as detailed in 1.4.1 above. In order to claim specific goal points, bidder is required to complete SBD 6.1 which includes declaration for company/firm location and provide documentary proof of location.

1.6.2.3 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to

claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

1.7 Evaluation Criteria

All submitted Bids will be evaluated in the following 2 stages:

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Pre-Qualification	Service Providers are to meet all the Mandatory Requirements to be evaluated further. Failure to submit the Mandatory Requirements as required will result in the bid being disqualified.
Stage 1	Functionality: Involves an evaluation of Functionality only. At this stage Bidders must score the minimum score of 70%... for functionality before they are evaluated in terms of the preferential procurement points.
Stage 2	Preference point system: In accordance with the Preferential Procurement Policy Framework Act and the Preferential Procurement Regulations, 2022, the 80/20 Preference Point System shall apply to responsive price quotations and tenders/bids with a Rand value equal to, or above R2 000 and up to a Rand value of R50 000 000.00 inclusive of all applicable taxes.

	<u>PRE-QUALIFICATION MANDATORY REQUIREMENTS</u>	Mandatory Requirement	Disqualification if not submitted with Tender or Bidder is found to be Non-Compliant at the Time of Bid Close
	Description		
1.	<p>Bidders must be registered on the National Treasury Central Supplier Database (CSD). The following information will be verified on the National Treasury Central Supplier Database:</p> <ul style="list-style-type: none"> Business Registration including details of directorship and membership, - The bidders' Business Registration Status will be verified on the CSD prior to the bid award and where the preferred bidder's status is under deregistration, 7 working days will be granted for remedy, failing which the bidder will be disqualified. ID Number, Government Employee Tender Defaulting and Restriction Status. Should the Tender be a restricted supplier or a defaulting supplier they will be disqualified. <p><u>Onus on the Service Provider</u> Onus is on the Service Provider to make sure that all these are active and compliant on the CSD at the time of bid closing and tender award.</p> <p>AIDC-EC will verify if the Service Provider has been registered on CSD. Service Provider to submit CSD Number as required in the Cover Page. It is the responsibility of the Service Provider to ensure that the correct CSD Number is provided.</p>	Yes	Yes

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	<p>If Service Provider is not registered on CSD by the time of closing of the bid, they will not be considered for evaluation.</p> <p><u>Directors/Employees in the Service of State</u> Where a person within the Bidding Entity is an Employee of the State, Bidder should.</p> <p>a) submit a signed letter on a letter head from their Accounting Officer/Accounting Authority (AO/AA of the Government Institution where they are employed) stating that they are not prohibited from conducting business with the State in terms of Section 8 of the Public Administration Management Act, 2012 (Act No.11 of 2014- "the PFMA")</p> <p>b) submit a signed letter on a letter from their AO/AA granting permission to perform other remunerative work outside of their employment where the PAMA does not apply to such an employee.</p> <p>AIDC-EC reserves the right to verify such information from their AO/AA</p> <p><u>JV's and Consortium</u> Where the Bidder is a JV/Consortium, each firm must be registered on the CSD.</p>		
2.	<p>Tax Compliance Requirements:</p> <ul style="list-style-type: none"> Bidders must ensure compliance with their tax obligations. In Bids where Consortia/Joint venture/Sub-Contractors are involved; each party must submit a separate proof of Tax Compliance Status. The bidders' Tax status will be verified on the CSD prior to the bid award and where the preferred bidders is not compliant, 7 working days will be granted for remedy, failing which the bidder will be disqualified. 	Yes	Yes
3.	<p>Letter of Authority A Letter of Authority/Board Resolution/Delegation of Authority Matrix to complete and sign this Bid Document is required in the following instances.</p> <p>✓ Where there is more than one (1) director / shareholder / trustee / members etc. in the Company/Trust/Close Corporation etc. (institution), the directors /shareholder /trustees /member etc., should delegate a person by means of submitting a duly signed Delegation of Authority granting the authorized personnel to sign the Bid Document on the Bidder's behalf.</p> <p>OR</p>	Yes	Yes

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	Where there is only one Director and the person completing the document is not the Director. The Director should delegate a person by means of submitting a duly signed Delegation of Authority granting the authorized personnel to sign the Bid Document on the Bidder's behalf.		
4.	Annexure A – Supplier Information (Completed and Signed by the Delegated Authority) Attach Delegation of Authority.	Yes	Yes
5.	Annexure C– Form of offer and acceptance offer (Signed and Completed by delegated authority)	Yes	Yes
6.	Annexure D – Pricing Schedule (Signed and Completed by delegated authority)	Yes	Yes
7.	Annexure E– (SBD 4): Bidders Disclosure (To be Signed and Completed by the Duly Authorised Signatory).	Yes	Yes
8.	Annexure F - Statement of Consent to Data Processing (To be Signed and Completed by the Duly Authorised Signatory). Non-submission of this Annexure with the Tender will not result disqualification, however, Bidder will be requested to fill in the Annexure in order for the AIDC-EC to process and evaluate their Tender as per POPI Act	Yes	No (This is required for evaluation in order for AIDC-EC to process the Bidder's Tender
9.	Annexure G– (SBD 6.1.): Preferential Points Claim (Signed and Completed). Preferential Points Claim (Signed and Completed). Note Failure to submit the preference points claim and proof of address may result in awarding of 0 (zero) points preference points under Eastern Cape locality. 51% ownership of youth and women in the company/enterprise will be verified on the CSD report and points will be allocates accordingly. CSD report will be used to confirm other specific goals	No	No
10.	Annexure E: Declaration with regards to Company /Firm Location Attach a proof of address to claim points for the Eastern Cape base locality as the specific goal as advised in the tender / quotation qualifies the company/firm for the PPR of 2022 preference points claim. This information will be verified from the FICA documents (Physical Address, Utility Bill, Telephone, Tax Clearance, lease agreement submitted by the bidder. Failure to submit the declaration and proof of address may result in awarding of 0 (zero) points preference points under Eastern Cape locality	No	No

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KINDLY NOTE THAT, FAILURE TO SUBMIT THE REQUIRED MANDATORY DOCUMENTATION WITH THE BID WILL RESULT IN YOUR BID BEING DISQUALIFIED WITHOUT FURTHER CONSIDERATION.

The following will be applicable to Joint Ventures/Consortium			
11.	Consortium/Joint Venture Agreement or letter of intent to enter in a Consortium / Joint Venture signed by all Consortium Members who are Duly Authorized.	Yes	Yes
12.	Resolution of the Board of Directors to enter a Consortium/Joint Venture from each member firm of the Consortium/Joint Venture for this Bid.	Yes	Yes
13.	Letter of Authority of Signatory(individual) authorizing the Signatory to sign on behalf of the Consortium/JV. The Letter of Authority MUST be from each member firm and must be signed by all directors of each member firm (or Board Resolution will be accepted).	Yes	Yes
14.	Annexure F – (SBD 6.1.): Preferential Points Claim (Signed and Completed by all JV /Consortium mem Annexure F – (SBD 6.1.): Preferential Points Claim (Signed and Completed). Failure to submit the preference points claim and proof of address from each JV /Consortium member may result in awarding of 0 (zero) points preference points under Eastern Cape Based Locality. CSD report will be used to confirm other specific goals listed in Table 1 of the SBD 6.1 document for all JV /Consortium members	No	No
15.	Declaration with regards to Company /Firm Location Attach a proof of address to claim points for the Eastern Cape base locality as the specific goal as advised in the tender / quotation qualifies the company/firm for the PPR of 2022 preference points claim. This information will be verified from the FICA documents (Physical Address, Utility Bill, Telephone, Tax Clearance, lease agreement submitted by the bidder. Failure to submit the declaration and proof of address for each JV /Consortium member may result in awarding of 0 (zero) points preference points under Eastern Cape Locality.	No	No

1.7.1 EVALUATION CRITERIA (FUNCTIONALITY)

Proposals that meet the requirements established in the RFP will be evaluated by a proposal review team. The AIDC-EC reserves the right to decide whether a proposal is acceptable in terms of meeting the requirements of this RFP and to accept or reject any or all proposals received.

In evaluating proposals, the AIDC-EC reserves the right to take any of the following steps, with respect to either all of the proposals received or to a subset of proposals selected as superior to the others:

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- consult with prior clients on the performance of the bidder or of particular persons proposed for this bid;
- schedule presentations or interviews with representatives of the bidder or persons proposed for the project;
- conduct a review of past performance, including a review of reports, analyses, or other materials that would reflect the bidder's performance; and,
- request additional data or supporting material.

a. Evaluation Criteria

In evaluating proposals submitted in response to this RFP, the proposal review team will use the following criteria.

ELEMENT	WEIGHT	SCORE
Certified Engineer that is registered with South African Institute of Electrical Engineers & Engineering Council of SA.	30%	30% = Certified valid proof of Membership /Accreditation. 0% = No information provided
Availability of appropriate skills and resources to manage the contract. CVs of the assigned personnel to demonstrate skills and capabilities by showing current and previous work done as well as number of years in the field of installation & maintenance of EV public charging infrastructure.	25%	25% = 5 and above years' experience 20% = 3 to 4 years' experience 15% = 2 to 3 years' experience 10% = 1 to 2 years' experience 0% = no information provided
Work performance on previous projects successfully completed similar in nature (in terms of scope) over the last five consecutive years. Bidders must provide reference letter from previous clients with contactable reference.	30%	30% = 5 and above successfully completed projects 24% = 4 successfully completed projects 18% = 3 successfully completed projects 16% = 2 successfully completed projects 6% = 1 to 2 successfully completed
Solution to include a seamless integration between charging hardware, software and services. Proof of integration platform.	15%	15% = single vendor integration 5% = multiple integration
Maximum points	100%	
Minimum points required to proceed to next evaluation stage	70%	

b. Company Background and Capabilities

We are looking for an electric vehicle (EV) charging service provider that can deliver a

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complete solution to support public charging including seamless integration of hardware, software, and services along with the ability to easily scale in terms of both quantity/quality of deployment and locations. We are seeking a single prime vendor that can serve all of our needs.

#	Description	Explain
1	Company must demonstrate significant experience in the EV charging market, specifically for public charging. Please provide information on total years of market experience, stations sold/networked, number of customers, current operational charging stations in South Africa and in the Eastern Cape, etc.	
2	The solution must include a detailed approach and methodology resulting in the prioritization of 13 EV charging stations to be installed. Please indicate capabilities and experience to develop the methodology.	
3	Solution must include charging hardware, charger software, and services supporting deployment and ongoing service. Please indicate coverage of those elements and any exceptions.	
4	Solution approach must ensure seamless integration and operation of the charging hardware, software, and services. Preference is for a single vendor providing all elements. If solution includes multiple vendors for hardware and/or software, please describe how integration is conducted and how functional issues are addressed, communicated, and coordinated between the multiple parties to ensure no added risk or costs to the customer.	
5	Service provider shall describe markets served at an international, national and provincial level.	
6	Service provider shall describe partners supporting sales of products, installation, warranty and ongoing service of stations.	
7	Service provider shall demonstrate financial viability in terms of revenue over the past 3 years, funding sources, etc.	
8	Service provider shall describe number of employees actively working fulltime on the products/services offered through this solicitation	
9	Service provider shall indicate what percent of overall corporate sales is related to EV charging versus non-EV charging business.	
10	Service provider shall outline how their proposed solution will scale to support additional public charging at this site or multiple sites.	
11	Service provider itself must have the necessary ISO certification or show evidence that such a certification is in progress and will be available within a reasonable timeframe. The service provider will ensure that a certified Engineer with the necessary experience and professional	

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	registrations (South African Institute of Electrical Engineers and Engineering Council of South Africa) is appointed and will certify that the installation of all charging stations are compliant with the Occupational Health and Safety Act and industry specifications and regulations as outlined within this document, and accommodate any future changes to regulatory prescripts and guidelines during the length of the contract.	
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c. DC Fast Charging

This section provides minimum charging station specifications for DC-fast equipment, covering safety, electrical input/output, cables and cable management, operating conditions, and user interaction.

Vendors must respond "Yes, or No" to meeting these minimum criteria, then may also provide specific details and/or explanation.

#	Description	Compliant (Y/N – Explain)
	Basic EV Charger Requirements	
1	Input Power: 480VAC 60Hz 3-phase	
2	Please address one or both of the desired power output ranges: <ul style="list-style-type: none"> 4. Between 50-100 kW 5. Above 100 kW (can be standalone or shared power between 2 dispensers) 	
3	Output Voltage range: 200V – 1,000V	
4	Operating Humidity: up to 95% @ +50C non-condensing	
5	Power Conversion Efficiency: 96% or better.	
6	Total Harmonic Distortion (iTHD) < 5%. Must meet IEEE519 and use active power factor correction.	
7	Power Factor: 99%	
8	Station must provide the ability to support up to 2 connectors attached to a single station including options for SAE CCS1 and CHAdeMO connectors. Note only one connector needs to be able to charge at any one time.	
9	Minimum cable reach 14'	
10	EVSE must have minimal required maintenance using liquid cooling and field swappable modular architecture without anyspeciallyzed tools or expertise required.	
11	LED display that provides station and charging status, displays ping and provides driver interaction for other advanced features.	
12	Must support an external shunt trip in lieu of an integrated emergency stop button on the unit.	

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13	Energy Measurement: +/- 2% from 2% to full scale with 15-minute interval recording	
14	Station should be capable of OCPP 1.6J, or later, governing communication between the station and the network.	
15	EVSE must provide local data storage in the event of a network communication failure. All data automatically uploaded when connectivity is restored. Must have sufficient storage to hold at least 30 days of offline data.	
16	Service provider must conduct vehicle interoperability testing with the charging equipment. Please describe. For service providers proposing different hardware and software solutions, please elaborate on how systems are tested together including software/firmware updates.	
17	Service provider must conduct reliability and environmental testing of hardware. Please explain capabilities and testing.	
18	Station must provide the ability for custom branding. Please explain how this is accomplished.	
	Security Requirements	
19	Must support secure RFID cards that utilize NEMA EVSE 1.2-2015 EV Charging Network Interoperability Standard Part 2: Contactless RFID Credential for Authentication (UR interface).	
20	All data must be encrypted at the station using industry standard measures. All data, including in-memory and on-device must be encrypted.	
21	Each station must have a unique digital device certificate. The certificate ensures proper authentication to the network and prevents unwanted devices from impersonating a trusted device.	
22	All firmware for the station must be digitally signed to prevent tampering and malicious code injection.	
23	Stations must routinely undergo a 3rd party vulnerability assessment, which includes a tear down of the station looking for ways to break into the station and access data, load/inject malicious code, or otherwise compromise the integrity and security of the station and the connected services.	
24	Station must not use local IT resources for cloud connectivity. This includes use of 3 rd party Wi-Fi or Ethernet networking equipment, or other means of connectivity that could be exploited.	
25	All data between the station and the cloud must be encrypted end-to-end using industry standard measures.	
26	The stations must not rely on the public Internet for communication and must not be addressable from the Internet.	
27	Mixed employee/public use only: Must support secure NFC (ApplePay, Google Pay), allowing mobile devices to be used in lieu of RFID cards.	

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28	Station must never store any payment card information locally and it must support real-time payment processing via secure VPN to a PCI compliant payment processor.	
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d. EV Charger Software/Network

This section covers communication from the charging stations to the cloud and guidance on what the cloud management platform should support.

#	Description	Compliant (Y/N – Explain)
	Required Basic Charger Software Functionality	
1	Must provide a charger management software platform to remotely communicate and provide relevant features associated with the proposed EV chargers.	
2	Solution must offer real-time status of EVSEs and must be add to station owners via secure website.	
3	Solution should be capable of OCPP 1.6J, or later, governing communication between the station and the network.	
4	Communications to EVSE must be via cellular network, either directly via integrated 4G/LTE modem or via a 4G/LTE gateway without relying on any local IT infrastructure (cell repeaters maybe necessary).	
5	Solution must provide web-based dashboard showing charging status (charging, charge complete, error), session duration, charging rate (kW), and energy (kWh)	
6	For each charging session, EVSE must collect (minimally) station identifier, session start/stop times, total energy (kWh), session fee, active charging time, unique user ID (non-PII), at session level with the option for 15-minute meter data.	
7	Solution must offer power management features, including but not limited to ability to intelligently oversubscribe the available rate (at the circuit, panel, or site level), scheduled charging, demand response, etc.	
10	Solution must provide existing reporting features including but not limited to energy usage, maximum power, sessions, utilization, greenhouse gas savings, etc. Data shall also be exportable.	

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11	Must be able to apply different fees to different classifications of drivers (e.g., employees, visitors, commercial tenants) if station to be shared by various user types.	
12	Service provider software must be capable of setting, collecting, and remitting driver fees based on a variety of driver pricing structures including based on time, sessions, or energy.	
13	Must support a queuing function, allowing drivers to join a virtual line-up and be served in the order that they joined.	
14	Service provider must offer EV driver services including a mobile app to fully authenticate, and pay for charging station use.	
	Required Security & Certifications	
15	Network service provider must have a SOC 2 Type II report available or show evidence that such an audit is in progress and will be available within a reasonable timeframe.	
16	Hosting facilities (either in-house or contracted through a hosting provider) must comply with industry standard certifications.	
17	All data stored within the hosting facilities or in transit to or from other systems (including but not limited to: charging stations, mobile devices, laptops/computers, third party services, roaming providers, etc.) must be encrypted using industry standard measure.	
18	Network service provider and the hosting facilities must comply with applicable data privacy regulations.	
19	Network must be PCI (Payment Card Industry) compliant.	

e. Customer Support & Professional Services

The following are support, warranty, repair and maintenance services for all charging stations.

#	Description	Compliant (Y/N – Explain)
1	EVSE must come with three-year parts warranty.	
2	Must provide toll-free EV driver customer support 24/7/365.	
3	Must provide technical support for charging stations at least during business days with option for 24/7 coverage.	
4	Must offer Driver Support in multiple languages. Please state which languages	

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5	Must offer Driver Support that is able to activate stations and process payments over the phone in the event where a driver is unable to do so at the station.	
6	Customer Support must not be contracted out and primary support must be located in South Africa. Please describe.	
7	Must offer optional full-service parts and labor warranty that includes pro-active monitoring and repairs to provide an uptime guarantee of at least 98%.	
8	Service providers must offer deployment services and support including but not limited to site design guidance, modeling, commissioning, and training. Please briefly indicate which services are offered.	

f. Deal Structuring Options

This section clarifies the deal-structure options which the service provider must offer. The service provider must affirm able to meet this criterion and provide concise explanation/additional detail if necessary.

EVSE provider must offer both of the following for any charging solution:

- Upon completion of installation and operationalization of the charging station, the service provider is required to transfer ownership of the charging station to AIDC-EC.
- The service provider will continue operating, maintaining and servicing the charging stations for a three-year period inclusive of installation.
- The service provider needs to propose possible revenue deal options that are viable, feasible and mutually beneficial to both parties.

Please elaborate on the requested options and note any exceptions. Please elaborate on the requested options and note any exceptions. Do not provide pricing in this section as that will be included in Section III.

At this stage service providers must score a minimum of **70%** in order to be evaluated further on stage 2 (Preferential Procurement Points Score). A service provider that scores below the minimum threshold (**70%**) will be disqualified.

- Only bids that have achieved the minimum qualifying score for functionality will be evaluated further on Stage2 (Preferential Procurement Points).
- All bids that fail to achieve the minimum score will be disqualified.
- The minimum qualifying score (in a percentage) for functionality shall be calculated as follows:

$$Ps = \frac{So}{Ms} \times 100$$

Where: Ps - percentage scored for functionality by bid under consideration

So - Total score for bid under consideration.

Ms – Maximum possible score

- The percentages of each bidder shall be added and divided by the number of bids that were evaluated on functionality to establish the average percentage obtained by each bidder for functionality.

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1.8 Alteration or withdrawal of Bids

Bidders may withdraw their Bid by written notification on or before the date Specified for the evaluation of Bids.

1.9 Costs for preparation of Bids/presentations

The costs incurred by Bidders in respect of the attendance of any briefing or presentation meetings if necessary or costs incurred in preparing any Bids will be borne by the Bidder and the ECDC shall in no way be liable to reimburse such costs incurred.

1.10 Ownership of Bids and presentations

The AIDC-EC shall on receipt of any Bid relating to this request and submitted in accordance with the procedure set out herein, shall become the owner thereof and the ECDC shall not be obliged to return any Bid.

1.11 Tax Clearance Certificate requirement

It is a condition of all bids inclusive of foreign bidders / individuals) that the South African taxes of the successful bidder must be in order.

In order to meet this requirement Bidders are required to submit their unique personal identification number (PIN) issued by SARS to enable AIDC-EC to view the validity of Taxpayers profile and tax status.

Bidders may also submit printed Tax Compliance Status certificates together with the Bid and AIDC-EC will verify their Tax Compliance on eFiling.

Where no Tax Compliance Certificate is available, the Bidder CSD Number must be provided in order for AIDC-EC to verify the Tax Compliance Status

In Bids where Consortia/Joint venture/Sub-Contractors are involved; each party must submit a separate proof of Tax Compliance Status Certificate/SARS Pin Number/CSD Number.

In bids where Consortia / Joint Ventures / Sub-contractors are involved; each party must submit a separate Tax Clearance Certificate. Applications for the Tax Clearance Certificates may also be made via eFiling. In order to use this provision, taxpayers will need to register with SARS as eFilers through the website www.sars.gov.za

1.12 Confidentiality

The entire process of calling for Bids was initiated by the AIDC-EC in terms of its procurement policy and is confidential. All deliberations in respect of the acceptability or otherwise of the Bids shall be conducted in closed sessions and members of the Evaluation and Procurement Committee and prospective service providers are bound to treat all discussions as highly confidential.

The service provider shall not divulge directly or indirectly to any other person than a person employed by AIDC-EC, make copies or extracts of any of the information obtained during this

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assignment, while they may have access to AIDC-EC's trade secrets, confidential information which may include, specifications, plans, drawings, pattern, samples, written instructions, notes, memoranda, technical information, know-how or process or method or any other records of whatsoever nature without the written consent of AIDC-EC and shall surrender all these items to AIDC-EC on termination of the assignment or on demand of AIDC-EC.

The service provider shall not be entitled to make use of the information whether for its own benefit or that of others, to make available or derive any profit from any of the information or knowledge specifically related to the business or affairs of AIDC-EC.

Any document shall remain the property of AIDC-EC and shall be returned (all copies) to AIDC-EC on completion of the contract if so required by AIDC-EC.

1.13 Inventions Patent and Copyrights

- 1.13.1 The service provider cedes, assigns and transfers to AIDC-EC all rights, title and interest in and to any and all copyright in all works and inventions which relates to the business of AIDC-EC (which includes, but is not limited to, methodologies and products) which arises within the course and scope of this services will be assigned to AIDC-EC.
- 1.13.2 Provide AIDC-EC the sole and exclusive right to alter and adapt the work.
- 1.13.3 The service provider shall indemnify AIDC-EC against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the goods or any part thereof by AIDC-EC.

1.14 Ethics

- 1.14.1 Any attempt by an interested Bidder to obtain confidential information or enter into unlawful agreements with competitors or influence the Evaluation and /or the Procurement Committee or the AIDC-EC during the process of examining, evaluating and comparing Bids/Quotations will lead to the rejection of its Bid/Quotation in its entirety.

The Bidder must declare any business or other interests it has with the AIDC-EC or any employee of the AIDC-EC, as per the declaration of interest form annexed hereto marked in Section D; failing which the Bidder shall be automatically disqualified from further participation in the Bid or call for Quotations. The disqualification will

1.15 Competition

- 1.15.1 Bidders and their respective officers, employees and agents are prohibited from engaging in any collusive action with respect to the bidding process which serves to limit competition amongst bidders.
- 1.15.2 In general, the attention of bidders is drawn to Section 4(1) (b) (iii) of the Competition Act 1998 (Act No. 89 of 1998) (the Competition Act) that prohibits collusive bidding.
- 1.15.3 An agreement between, or concerted practice by, firms, or a decision by an association of firms, is prohibited if it is between parties in a horizontal relationship and if a bidder/s is / are or a contractor(s) was / were involved in collusive bidding.

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- 1.15.4 If bidders have reason to believe that competition issues may arise from any submission of a response to this bid invitation they may make, they are encouraged to discuss their position with the competition authorities before submitting response.
- 1.15.5 Any correspondence or process of any kind between bidders and the competition authorities must be documented in the responses to this invitation to bid.
- 1.15.6 In this regard bidders are required to complete Bidder's Disclosure failing which the Bidder shall be automatically disqualified from further participation in the Bid or call for Quotations. The disqualification will be applicable at any stage of the bidding and / or engagement process.
- 1.15.7 If a bidder (s) or contractor (s), based on reasonable grounds or evidence obtained by AIDC-EC, has /have engaged in the restrictive practice referred to above, AIDC-EC may refer the matter to the Competition Commission for investigation and possible imposition of an administrative penalty as contemplated in Section 59 of the Competition Act 89 of 1998.
- 1.15.8 If a bidder(s) or contractor(s) has / have been found guilty by the Competition Commission of the restrictive practice referred to above, AIDC-EC may in addition and without prejudice to any other remedy provided for, invalidate the bid(s) for such an item(s) offered, and / or terminate the contract in whole or part, and / or restrict the bidder(s) or contractor(s) for conducting business with the public sector for a period of not exceeding 10 (ten) years and / or claim damages from the bidder(s) / contractor(s) concerned.

1.16 Cancellation of Bid Process

The AIDC-EC shall be entitled, within its sole and entire discretion, to cancel this Bid/Call for Quotations and/or Quotations at any time and shall notify the interested service providers accordingly. The AIDC-EC shall in no way be liable for any damages whatsoever, including, without limitation, damages for loss of profit, in any way connected with the cancellation of this bid. The publication of the bid does not commit the AIDC-EC to appoint any of the qualifying Bidders.

1.17 Interviews

In terms of the bid evaluation process short listed bidders may be interviewed. This will entail the bidder being invited to a venue as determined by the bid committee. All transport and accommodation costs incurred by the bidder will be for the bidders account and will not be reimbursed in any way. Failure to attend a scheduled interview will lead to immediate disqualification from the bid process. The AIDC-EC reserves the right to appoint a bidder without conducting interviews.

1.18 Signing of documentation

The obligation to complete, duly sign and submit this declaration cannot be transferred to an external authorized representative, auditor or any other third party acting on behalf of the bidder.

1.19 Contract award

The successful bidder will be notified of the bid award in writing by the Procurement Department.

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The acceptance of any Bid shall only be confirmed with the conclusion of a final written signed service level agreement or any other appropriate agreement between the AIDC-EC and the successful Bidder, in terms of which the rights and duties of the parties are recorded, which agreement shall regulate the relationship between the AIDC-EC and the Successful Bidder.

As a guideline regarding the content of the service level agreement, the bidder is referred to the general conditions of contract available on the AIDC-EC website.

Until such time that an appropriate agreement has been concluded in writing between the AIDC-EC and the successful Bidder, no rights shall be conferred, nor shall any legitimate expectations be conferred to the successful Bidder to carry out the works or services provided for in this Bid.

The AIDC-EC, the Accounting Officer and the Bid Committee (as the case may be) does not bind itself to accept either the lowest (price), highest (points) or any other bid and reserves the right to accept the bid which it deems to be in the best interest of the Institution even if it implies a waiver by the AIDC-EC, the Accounting Officer, or the Bid Committee, (as the case may be) of certain requirements which the AIDC-EC, the Accounting Officer, the Bid Committee, (as the case may be) considers to be of minor importance and not complied with by the bidder.

The AIDC-EC will not entertain any request of feedback before the final awarding of the contract.

1.20 Supplier Due Diligence

AIDC-EC reserves the right to conduct supplier due diligence prior to final award or at any time during the contract period. This may include site visits and requests for additional information.

1.21 Disclaimer

This Bid document has been prepared for the purpose of providing information to interested Bidders. The provision of any additional information about the organization to Bidders, are disclosed and will be made available to enable the prospective Bidders to submit comprehensive Bids.

Interested Bidders are accordingly required to conduct their own due diligence in respect of the AIDC-EC and its business operations and the nature and scope of the services required.

The AIDC-EC accepts no responsibility for the fairness, accuracy or completeness of any information or opinions, for any errors, omissions, or misstatements, negligent otherwise, made by any person in this Bid document or at any Compulsory briefing session.

The AIDC-EC accepts no liability for any loss incurred by any person(s) due to events or action taken as a consequence of the preparation and dissemination of this bid request.

Except in cases of criminal negligence or wilful misconduct, and in the case of infringement the bidder shall not be liable to AIDC-EC, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the bidder to pay penalties and/or damages to AIDC-EC; and

The aggregate liability of the bidder to AIDC-EC, whether under the contract, in tort or otherwise, shall not exceed the total contract price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.

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1.22 Contact and Communication

A nominated official of the bidder(s) can make enquiries in writing, to the specified person on the table below. Bidder(s) must reduce all telephonic enquiries to writing and send to the above email address.

The delegated office of AIDC-EC, Procurement Department, may communicate with Bidder(s) where clarity is sought in the bid.

Any communication to an official or a person acting in an advisory capacity for AIDC-EC in respect of the bid between the closing date and the award of the bid by the Bidder(s) is discouraged.

All communication between the Bidder(s) and AIDC-EC must be done in writing.

Details	Bidding Procedure
Department	Procurement Department
Contact person	Ms. Ruwayda Clarke
Telephone number	041 3932106
E-mail address	rclarke@aidcec.co.za

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ETHICS & FRAUD HOTLINE REPORTING CHANNELS	
HOTLINE DETAILS	
Hotline Name:	AIDC-EC Ethics & Fraud Hotline
Contact Number:	0800 116 665
WhatsApp Number:	0860 004 004
Dedicated Email Address:	aidcec@behonest.co.za
Website Link	www.behonest.co.za

Whilst all due care has been taken in connection with the preparation of this bid, AIDC-EC makes no representations or warranties that the content of the bid or any information communicated to or provided to Bidder(s) during the bidding process is, or will be, accurate, current, or complete. AIDC-EC, and its employees and advisors will not be liable with respect to any information communicated which may not be accurate, current or complete.

If Bidder(s) finds or reasonably believes it has found any discrepancy, ambiguity, error or inconsistency in this bid or any other information provided by AIDC-EC (other than minor clerical matters), the Bidder(s) must promptly notify AIDC-EC in writing of such discrepancy, ambiguity, error or inconsistency in order to give AIDC-EC an opportunity to consider what corrective action is necessary (if any).

Any actual discrepancy, ambiguity, error or inconsistency in the bid or any other information provided by AIDC-EC will, if possible, be corrected and provided to all Bidder(s) without attribution to the Bidder(s) who provided the written notice.

All persons (including Bidder(s)) obtaining or receiving the bid and any other information in connection with the Bid or the Tendering process must keep the contents of the Bid and other such information confidential, and not disclose or use the information except as required for the purpose of developing a Bid in response to this Bid.

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SECTIONS C

TERMS OF REFERENCE / BID SPECIFICATIONS

1. ABOUT AIDC-EC

The AIDC Eastern Cape (AIDC-EC) a wholly owned company by ECDC, is the Province's institutional mechanism that is mandated to promote and facilitate the automotive industry growth and development by supporting the government's industrial policy and other strategic initiatives that will contribute towards the provincial economic growth. As a developmental institution, AIDC-EC has positioned itself to contribute to the growth of the South African automotive industry; support the government's automotive-related objectives; contribute to the government and industry's goals of continuous growth and sustainable job creation, and support ECDC's macro development plan and consequently contribute to the provincial growth and development plans.

With the head office based in Gqeberha within the Nelson Mandela Bay economic hub and also with a branch office in East London, AIDC-EC is working hard to establish a strong presence throughout the Eastern Cape Province.

2. INTRODUCTION

The Automotive Industry Development Centre Eastern Cape (AIDC EC) assists the automotive industry to remain viable and become more globally competitive in the Eastern Cape. The AIDC EC is attuned to the actual needs of industry. The vision of the AIDC EC is to be a catalyst for a transformed, growing and sustainable automotive sector in the Eastern Cape. South Africa, a signatory to the Paris Agreement has an ambition to reduce greenhouse gas emissions by 5% by 2050, and the EU banning sale of internal combustable engine (ICE) vehicles by 2035 facilitates a commitment by South Africa to integrate the Electric Vehicle transition into its policy and strategic economic future.

There has been a progressive growth of EV car sales in South Africa with 232 EVs being sold in the first quarter of 2023, half of total sales in 2022. ¹Overall, the future of EVs in South Africa looks very promising. There are several factors that are likely to make them more affordable and accessible. As a result, we can expect to see a significant increase in the number of EVs on South African roads in the coming years.

Here are some of the specific trends that are expected to shape the future of EVs in South Africa:

- The increasing availability of new EV models: In recent years, a number of new EV models have been launched in South Africa, including models from Volvo, BMW, Audi, Jaguar and Mercedes-Benz. This increased variety is likely to make it easier for consumers to find an EV that meets their needs.

¹ <https://mybroadband.co.za/news/motoring/492635-electric-car-sales-surge-in-south-africa.html>

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- The falling cost of batteries: The cost of batteries has been falling steadily in recent years, and this has led to lower prices for EVs. As the cost of batteries continues to fall, EVs are likely to become even more affordable.
- The development of a national network of charging stations: The government is investing in the development of a national network of charging stations. This will make it easier for EV owners to charge their vehicles, which is likely to boost adoption.
- The growing awareness of the environmental benefits of EVs: The environmental benefits of EVs are becoming increasingly well-known. EVs produce zero emissions, which can help to improve air quality and reduce greenhouse gas emissions. This is likely to encourage more people to switch to EVs.

The AIDC-EC aims to facilitate penetration of EV's in the Eastern Cape by further growing the EV network of charging stations in the Eastern Cape specifically. The Eastern Cape has largely been neglected in the rollout of EV charging infrastructure relative to Gauteng, Western Cape and Kwazulu-Natal. The AIDC-EC believes that the case for rolling out EV charging stations within the automotive province of South Africa, the Eastern Cape, is critical to the growth and development of the automotive sector, as well as the further penetration of EV's in the country.

The Eastern Cape Provincial Government has understood the need to rollout EV charging Stations within the Province and has mandated that the AIDC-EC implement the project.

3. PURPOSE

In response to the progression of EV's in South Africa, the AIDC-EC seeks to appoint a competent and capable service provider to plan, install, operate and maintain 13 DC Fast Chargers (DCFC) public charging stations for electric vehicles in the Eastern Cape.

The AIDC-EC is requesting the submission of proposals from qualified service providers to provide and install EV DC Fast Charging stations. The service provider should include all hardware, software and services for system design, integration and testing, warranty and maintenance, documentation and all associated equipment, and customer services required to provide 13 fully functional EV DC Fast Charging station as described in this Request for Proposal

4. SCHEDULE

The AIDC-EC reserves the right to modify this schedule at its sole discretion. Any changes or additional information regarding the RFP schedule and pre-bid activities, including responses to questions, will be posted on the AIDC-EC webpage at <https://aidcec.co.za/>.

a) RFP Conditions of Tender

The AIDC-EC appreciates the service provider taking the time to prepare proposals pursuant to this RFP. The service provider understands that the AIDC-EC will have no obligation to reimburse any costs associated with the development and presentation of a response to this RFP, and these costs are not chargeable in any manner to the AIDC-EC.

This RFP is not an offer to contract. Acceptance of a proposal neither commits the AIDC-EC to award a contract to any service provider, even if all requirements stated in this RFP are met, nor limits AIDC-EC right to negotiate in its best interest. The AIDC-EC reserves the right to contract or

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not to contract with the service provider for any reason whatsoever. All materials submitted in response to this RFP will remain in confidence and will be confidential for the purposes of this RFP.

b) Anticipated Contract Term

The anticipated term of the contracts is a minimum of three (3) years from the date of award of the project to the successful service bidder.

SECTION 2

5. OBJECTIVES

This Request seeks proposals from a competent and capable service provider to rapidly install publicly available, universal EV charging infrastructure at distances no greater than 300 kilometres apart along national and regional key routes within the municipal demarcation of the Eastern Cape including:

- N2
- N6
- R61

The Service Provider will be expected to plan, install, operate, maintain, and promote the use of the charging stations with the Eastern Cape. The AIDC-EC seeks to realise that the 13 charging stations will have a viable likelihood of sustainable operation beyond the 1-year term of the project and thereafter. The AIDC-EC recognises that EV ownership is still in its early stages, and acceleration and adoption of public EV charging is strategically important on the national and regional routes identified above.

The AIDC-EC will seek to appoint a service provider that will have the capability and capacity to complete this project by the February 2024.

6. SCOPE OF WORK

The AIDC-EC is looking for a service provider that is capable and capacitated to plan, install, commission and maintain 13 EV public charging stations in the Eastern Cape to support public charging including seamless integration of hardware, software, and services along with the ability to easily scale in terms of both quantity/quality of deployment and locations while minimizing risks and costs to the AIDC-EC as the station owner/operator.

a) Planning Phase

The service provider will be required to develop and implement an approach to conduct a survey, analysis and mapping of the Eastern Cape and propose viable and feasible locations for installation of charging infrastructure.

The areas of focus is the national route network of the N2 and N6 and the regional route network of the R61 within the Eastern Cape province.

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The service provider will take into account the following factors in determining the optimal ideal locations for the installation of EV charging stations.

- Traffic Flow (current and potential)
- Population Density and Economic Trends??
- Accessibility
- Availability of reliable energy infrastructure
- Public transportation hubs
- Tourism hubs and locations
- Economic development hubs and future trends and forecasts
- Ideal distance of between 100km to 300km between charging stations

The Service Provider will assist AIDC-EC in identifying and prioritising the installation location of 13 DC Fast Charging (DCFC) charging stations within the Eastern Cape. The service provider will also provide a detailed proposal on the appropriate DC Fast Charging specifications ideally suited to each location.

b) Installation Phase

i) Installation

The service provider will be required to:

- Obtain all applicable local, provincial, and national permits and regulations required for installation and operation of the EV chargers;
- Ensure that the workforce installing, maintaining, commissioning and operating chargers meet the standards as required by South African regulatory prescripts, norms and standards for both electrical and civil works.
- Ensure that all installation work as it pertains to site preparation, curbing, striping, signage, charging equipment, billing and networking systems, and electrical interconnections is installed:
 - consistent with the manufacturers' specifications;
 - consistent with the project design and specifications proposed in the bid;
 - in accordance with all applicable local, provincial and national urban planning and code requirements; and
 - is working properly.
- Coordinate the installation activities with the equipment manufacturer, host site, network connectivity service provider, electric utility and electric source, and/or any sub-contractors needed to complete the work.

ii) Charging Equipment³

² <https://www.transportation.gov/rural/ev/toolkit/ev-basics/charging-speeds>

³ <https://www.timeslive.co.za/motoring/news/2023-05-12-south-africa-to-get-more-ultra-fast-ev-chargers/>

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The charging equipment that is subject to this RFP must:

- **DC Fast Charging Unit Specifications:**

- Connectors – CCS Connector, CHAdeMO Connector, Tesla Connector
- Voltage – 400v – 1000v DC
- Typical Power Output - 50 – 350 kW
- Estimated BEV Charge Time – 20 minutes to 1 hour

The service provider will install 13 DC Fast Charging Units with the minimum specifications defined herein.

- Be new, and unused (not refurbished or remanufactured);
- Meet the following minimum specifications:
 - Not less than four (4) and not more than eight (8) DCFC ports per site;
 - Each port must be able to serve EVs using the CCS standard;
 - Optionally, 1 port may also be able to serve EVs using the CHAdeMO standard;
 - Each site must be able to supply power according to an EV's power delivery request to at least 150kW to four (4) vehicles simultaneously;
- Include all cables, connectors, interfaces, documentation for all components, and any other items necessary for full operation, inclusive of warranties;
- Be factory calibrated (as applicable) prior to, or during installation, in accordance with the Original Equipment Manufacturer (OEM) standards;
- Include all standard manufacturer accessories;
- Use the most current software version available as of the time it is installed;
- Have the ability to stop the flow of power when not in use; and should have over-current protection to prevent vehicles from drawing too much power;
- Be certified as per the South African Occupational Health and Safety Act 85 of 1993 and relevant standards bodies for EV charging system equipment;
- Be able to withstand extreme weather conditions, including temperature extremes, flooding, ice, heavy snow or rain, and high winds and is protected from malfunctions due to condensation;
- Include screen displays that are user friendly and easy to operate (display should be LCD, LED or equivalent, or better and should be readable in direct sunlight and at night);
- Be tamper-proof and deter vandalism;
- Incorporate a cord management system or method to minimize the potential for cable entanglement, user injury or connector damage from lying on the ground; and
- Comply with all SANS regulations for safety and operation requirements;
- Ensure that the branding of the charging unit reflects AIDC-EC's full branding image done in consultation with AIDC-EC.

iii. EV Charging Infrastructure Interoperability

- **Charger-to-Charger-Network Communication.**
 - Chargers must communicate with a charging network via a secure communication method as OCPP protocols.
 - Chargers must have the ability to receive and implement secure, remote software updates and conduct real-time protocol translation, encryption and decryption, authentication, and authorization in their communication with charging networks.
 - Charging networks must perform and chargers must support remote charger monitoring, diagnostics, control, and smart charge management.

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- Chargers and charging networks must securely measure, communicate, store, and report energy and power dispensed, real-time charging-port status, real-time price to the customer, and historical charging-port uptime.
- Charging-Network-to-Charging-Network Communication.
 - A charging network must be capable of communicating with other charging networks to enable an EV driver to use a single method of identification to charge at Charging Stations that are a part of multiple charging networks. ‘
- Disrupted Network Connectivity.
 - Chargers must remain functional if communication with the charging network is temporarily disrupted, such that they initiate and complete charging sessions.
- Charger-to-EV Communication. Chargers must conform to ISO 15118-3 and must have hardware capable of implementing both ISO 15118-2 and ISO 15118-20. By February 28, 2024, charger software must conform to ISO 15118-2 and be capable of Plug and Charge. Conformance testing for charger software and hardware should follow ISO 15118-4 and ISO 15118-5, respectively.
- Charger-to-Charger-Network Communication. Chargers must conform to Open Charge Point Protocol (OCPP) 1.6J or higher. By February 28, 2024, chargers must conform to OCPP 2.0.1.
- Charging-Network-to-Charging-Network Communication. By February 28, 2024, charging networks must be capable of communicating with other charging networks in accordance with Open Charge Point Interface (OCPI) 2.2.1.
- Network Switching Capability. Chargers must be designed to securely switch charging network providers without any changes to hardware.

iv. **Payment Methods**

- Each charger must:
 - Provide for secure payment methods, accessible to persons with disabilities, which at a minimum shall include a contactless payment method that accepts major debit and credit cards, and either an automated toll-free phone number or a short message/messaging system (SMS) that provides the EV charging customer with the option to initiate a charging session and submit payment;
 - Require a membership for use;
 - Provide access for users that are limited English proficient and accessibility for people with disabilities. Automated toll-free phone numbers and SMS payment options must clearly identify payment access for these population.
 - The price for charging must be displayed on the charging unit prior to initiating a charging transaction and be based on the price for electricity to charge in ZAR/kWh.
 - The price for charging displayed and communicated via the charging network must be the real-time price (i.e., price at that moment in time). The price that is offered at the start of the session cannot be changed during the session.
 - Price structure including any other fees in addition to the price for electricity to charge must be clearly displayed and explained.
 - The chargers must have a point-of-sale and supporting network that is compatible and, to the greatest extent practicable; and

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- For the length of the contract, the chargers must charge a rate or fee to the customer for each charging event equal to the starting rate proposed in the service provider's bid, provided that the service provider may increase the rate or fee in consultation with the AIDC-EC.

v. **Customer Data Privacy**

- Charging station operators must collect, process, and retain only that personal information strictly necessary to provide the charging service to a consumer, including information to complete the charging transaction and to provide the location of charging stations to the consumer. Chargers and charging networks should be compliant with appropriate Payment Card Industry Data Security Standards (PCI DSS) for the processing, transmission, and storage of cardholder data. Charging Station Operators must also take reasonable measures to safeguard consumer data.

vi. **Traffic Control Devices or On-Premises Signs Acquired, Installed, or Operated**

- General Requirements: Signage must comply with all applicable local, provincial, and/or national laws, regulations, and standards; and
- On-Site: Signage and other traffic control devices for each Host Site must clearly identify to an approaching driver from any ingress, that the Host Site has an EV Charger(s) and the location(s) of the EV Charger(s). On-site signage should indicate that parking spaces associated with the chargers are reserved for electric vehicles only.

vii. **Requirements for Accessibility and Availability –**

- The chargers installed through this RFP must:
- Be available to the public 24 hours per day, seven (7) days a week, year-round;
- Be accessible from a paved or hardscaped parking space that is clearly marked to designate the spaces as reserved for EV Charger parking, where the number of parking spaces reserved for EVs, within reach of the **DCFC**, is equal to the maximum number of EVs that can be charged simultaneously from chargers awarded pursuant to the RFP;
- Have dusk-to-dawn area lighting;
- Be accessible to persons with disabilities, which will be satisfied if at least one of the parking spaces meets SANS requirements; and
- Provide appropriate safety instructions for EV drivers regarding the proper use of the charging equipment.

c. **Operations and Maintenance and Service Phase**

i. **Operations and Maintenance**

- The service provider must:
 - a) Operate and maintain each EV Charger for at least three (3) years from the date the EV charger developed and installed under this RFP becomes fully operational, in accordance with the terms of the contract resulting from this RFP;
 - b) Be responsible for ensuring the maintenance of the chargers including cables, ancillary equipment, and any awnings, canopies, shelters and information display kiosks for signage associated with the charger. "Maintain" as used in this RFP shall mean "to provide all needed repairs or desired and approved alteration, as well as regular maintenance needed to ensure optimal

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performance and minimize downtime. Equipment shall be kept safe and presentable;”

- c) Minimum Uptime. The service provider must ensure that each charging port has an average annual uptime of greater than 97%.
 - i. A charging port is considered “up” when its hardware and software are both online and available for use, or in use, and the charging port successfully dispenses electricity in accordance with requirements for minimum power level.
 - ii. Charging port uptime must be calculated on a daily average basis.
- d) In addition to the minimum uptime requirement defined above, the service provider must ensure that downtime for each individual charging port does not exceed 72 consecutive hours. It is the service provider’s responsibility to ensure the 97% uptime requirement is met for each individual charging port and that interruptions are remedied within 72 hours. For any interruption in service to any DCFC that has lasted or is expected to last more than four (4) hours:
 - i. Notify appropriate information sources including, but not limited to, website and application hosts, as appropriate so drivers are aware of the interruption; and
 - ii. Inform the AIDC-EC via email within three hours to give the AIDC-EC notice of the event and when it started and to explain the cause of the interruption and the plan for and estimated time needed to restore service;
 - iii. Provide for plan to ensure access during and after inclement weather;
 - iv. List the EV chargers on a website platform agreed upon by AIDC-EC
 - v. Not, during the term of the contract, move an EV charger to another host site location, sell or permanently take an EV charger out of service at a given site for any reason, without prior written approval from the AIDC-EC.

ii. Billing and Revenue Model

- The service provider will develop a billing model that will be viable to realise the optimal value from the installation of the EV chargers. The service provider may propose a billing model that incorporates a flat rate, pay-per-use rate, time-based pricing rate or dynamic pricing, or any combination of these.
- Upon sign-off of installation, the service provider will transfer ownership of EV charging stations and related agreements to AIDC-EC while continuing to operate and maintain the EV charging stations for a total period of three years (inclusive of installation).
- The billing model is to incorporate the following:
 - a) A monthly operations and maintenance fee to be incurred by the service provider (inclusive of lease agreements);
 - b) A comprehensive insurance fee to be incurred by the service provider to ensure that the installation, operations and maintenance of 13 EV charging stations for a period of three years.
 - c) The service provider will propose a shared revenue model for a period of three years that will optimise value and return on investment by AIDC-EC. The service provider will also provide a projected five year and ten-year revenue model.

iii. Customer Support Services

- Recipients must ensure that EV charging customers have mechanisms to report outages, malfunctions, and other issues with charging infrastructure. Charging station operators must enable access to accessible platforms that provide multilingual services.

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- Be available 24 hours a day, seven (7) days per week via a toll-free telephone number posted on or near the EV chargers, that is clearly visible to the customer.
- Provide customer support for the duration of the contract, with the ability to provide customer support/or extend after the completion of the contract.
- Resolve customer issues over the telephone.

iv. Adhere to Host Site Agreement

The service provider must have sufficient property rights to install, operate, and maintain the EV charger(s) at the selected site(s) for the full three-year term. If the service provider is not the owner of the host site property, then the Recipient will be required to secure a written, enforceable lease or occupancy agreement (a "Host Site Agreement") with the property owner. The Recipient's Host Site Agreement must, at a minimum, include:

- All necessary rights in the Recipient to install, operate, and maintain the EV Chargers at the site for at least three (3) years;
- Acknowledgement by the property owner of the AIDC-EC's security interest in the EV Charger equipment and a provision requiring the property owner to execute a Conditional Assignment of Lease that would allow the AIDC-EC to assume and succeed to the service provider's rights under the Host Site Agreement if Recipient were to default and/or at the end of the three years; and
- Be executed by individuals who have the legal power and authority to enter into a Host Site Agreement; and identify the name, title and capacity on behalf of the entity represented.

All final site location decisions must be approved in writing by the AIDC-EC. Except in cases where the operator of the EV chargers and the property owner are one and the same party, the Host Site Agreement(s) must be executed within 30 days of award announcement date.

All awards made under this RFP will use a contract, developed by the AIDC-EC, that includes several riders designed to protect the investment of the AIDC-EC such that strategically sited EV charging infrastructure is kept operational and available to EV drivers in the Eastern Cape for the long term.

These riders include:

- Rider A giving the AIDC-EC a security interest in the EV charger equipment in the event the service provider defaults in any of its obligations during the term of the contract;
- Rider B giving the AIDC-EC a conditional assignment of any Host Site Agreement that may exist between the Recipient and host site property owner so that the AIDC-EC may take over the Host Site Agreement if Recipient defaults (this rider may be waived by the AIDC-EC if the property owner of the host site is the contracting party with the AIDC-EC); and
- Rider C whereby ownership of the EV chargers, related equipment fixtures and Host Site Agreement is transferred to AIDC-EC, while the service provider continues to conduct operations, maintenance and support as stipulated above for a period of three (3) years inclusive of installation.

d. Reporting

The service provider will be asked to submit progress reports to the AIDC-EC including, but not limited to site development and permitting, construction and installation, operations and

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maintenance, data capture, and customer service. The service provider must collect and report specific data, and raw data to the AIDC-EC to conduct data analysis. A full list of data points will be confirmed at the Project Kick-off meeting.

e. Project Kick off Meeting

The service provider, in consultation with the AIDC-EC, will organize and facilitate a project kick-off meeting to be held at the AIDC-EC's offices with virtual participation as appropriate. The purpose of the meeting is for the AIDC-EC and the service provider to establish a common understanding of the deliverables, the overall project schedule, and expectations.

f. Applicable Legislation and Regulations

AIDC-EC Procurement Policy

CCS Standard

CHAdemo standard

Engineering Professions Act

IEC 61851

IEC62196-1

IEC 62196-2

IEC/SANS 61851

IEC/SANS 62196

IEEE519

ISO 15118

ISO 15118-2

ISO 15118-20

ISO 15118-3

ISO 15118-4

ISO 15118-5

OCPI 2.2.1

OCPP 1.6J

OCPP 2.0.1

Preferential Procurement Policy Framework Act and the Preferential Procurement Regulation of 2022 Public Finance Management Act

SANS

South African Occupational Health and Safety Act 85 of 1933

3. SERVICE PROVIDER REQUIREMENTS

The AIDC-EC aims to appoint a service provider that can meet the following minimum criteria:

• Experience

The Service Provider must reflect a track record of successfully installing, commissioning customer-ready charging stations, operating and maintaining the EV charging infrastructure within South Africa. The Service Provider is required to have in-house required technical experience, capacity and capability for the project. The Service Provider must submit references of installations completed and project case studies to verify experience. The Service Provider should also provide proof of adopted and implemented ESG (Environmental, social, and corporate governance) good practice.

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- **Services**

The Service Provider must offer comprehensive and capable services inclusive of planning, design, installation, maintenance and support (contact centre inclusive) to public charging infrastructure. The Service Provider will also offer an end-to-end software solution to support the Scope of Work articulated above. The proposal must include a detailed breakdown of services available to support the installation of a public charging infrastructure network.

- **Equipment**

The Service Provider is to ensure that high-quality public charging infrastructure equipment that is durable and reliable is used. The infrastructure is to be supported by a comprehensive manufacturer's warranty and/or guarantee. The proposal must indicate quality standards and warranties of public charging infrastructure equipment.

Customer Service

The Service Provider must be responsive with excellent communication skills. Customer service to end-users is required to align to industry benchmarks. The proposal must reflect comprehensive customer service solution supporting the proposed public charging infrastructure network.

- **Regulations**

The Service Provider must reflect an expert level of understanding the regulatory environment of public charging infrastructure. The proposal must reflect experience of such prescripts.

4. PROPOSAL REQUIREMENTS

- Company profile, including details of experience in installing, commissioning, and maintaining public charging infrastructure for EVs.
- Proposed methodology and timeline for conducting the site survey, designing, and installing the charging stations.
- Technical specifications of the charging stations and supporting systems, including details of any communication and payment systems.
- Details of ongoing maintenance and support services, including response times and escalation procedures.
- Proposed pricing structure for the installation, commissioning, and ongoing maintenance of the charging stations.
- Relevant certifications and qualifications of key personnel involved in the project.

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CONDITIONS SPECIFIC TO THIS BID

1. Responsibilities and duties

Notwithstanding the fact that a description of the services has been provided above, AIDC-EC shall be entitled to request additional services related to deliverables required to ensure the successful completion of the services set out above on such further terms and conditions as may be agreed between the parties in writing.

The service provider shall always faithfully and timeously carry out and perform the Services and shall use its best endeavours to properly conduct, improve, extend and develop the business of AIDC-EC in the provisioning of the services.

The Services shall as part of his duties, attend such meetings as may be required by AIDC-EC from time to time and submit weekly or monthly progress reports on the services as may be required and requested by AIDC-EC.

2. Obligation to perform and sub-contracting.

The bidder shall notify AIDC-EC in writing of all subcontracts awarded under this contract if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the bidder from any liability or obligation under the contract.

The bidder shall not assign, in whole or in part, its obligations to perform under the contract, except with AIDC-EC's prior written consent.

3. Performance guarantee

Within thirty (30) days of receipt of the notification of contract award, the successful bidder shall furnish to AIDC-EC the performance security of the amount specified above.

The proceeds of the performance security shall be payable to AIDC-EC as compensation for any loss resulting from the bidder's failure to complete his obligations under the contract.

The performance security shall be denominated in the currency of the contract or in a freely convertible currency acceptable to AIDC-EC and shall be in one of the following forms:

A bank guarantee or an irrevocable letter of credit issued by a reputable bank located in South Africa, acceptable to AIDC-EC, in the form provided in the bid documents or another form acceptable to AIDC-EC; or

A cashier's or certified cheque

The performance security will be discharged by AIDC-EC and returned to the bidder not later than thirty (30) days following the date of completion of the bidder's performance obligations under the contract, including any warranty obligations, unless otherwise specified in SCC.

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Notwithstanding the provisions above, the bidder shall not be liable for forfeiture of its performance security, damages, or termination for default if and to the extent that his delay in performance or other failure to perform his obligations under the contract is the result of an event of force majeure.

4. Anti-dumping and countervailing duties and rights

When, after the date of bid, provisional payments are required, or anti-dumping or countervailing duties are imposed, or the amount of a provisional payment or anti-dumping or countervailing right is increased in respect of any dumped or subsidized import, AIDC-EC is not liable for any amount so required or imposed, or for the amount of any such increase. When, after the said date, such a provisional payment is no longer required or any such anti-dumping or countervailing right is abolished, or where the amount of such provisional payment or any such right is reduced, any such favourable difference shall on demand be paid forthwith by the contractor to AIDC-EC or AIDC-EC may deduct such amounts from moneys (if any) which may otherwise be due to the contractor in regard to supplies or services which he delivered or rendered, or is to deliver or render in terms of the contract or any other contract or any other amount which may be due to him.

5. AIDC-EC facilities

Unless otherwise agreed in writing by AIDC-EC, the Service Provider will work from its own office and provide its own facilities, such as transport, telephone, cell phone, fax and computer facilities to perform the services.

The service provider may use certain facilities made available by AIDC-EC to assist in performing the services, including but not limited to computer facilities, telephone and fax facilities and stationery. In this regard the service provider agrees to:

Abide by the health, safety and security measures as prescribed by AIDC-EC from time to time.

To use such accommodation and facilities entirely at his own risk and AIDC-EC shall not be liable for any loss or damage whatsoever and howsoever caused arising out of or in connection with the use of these items, other than loss or damage caused because of AIDC-EC's own wilful misconduct.

6. Force majeure

If a force majeure situation arises, the bidder shall promptly notify AIDC-EC in writing of such condition and the case thereof. Unless otherwise directed by AIDC-EC in writing, the bidder shall continue to perform its obligations under the contract as far as is reasonably practical and shall seek all reasonable alternative means for performance not prevented by the force majeure event.

7. Spare parts

The bidder may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the bidder:

Such spare parts as AIDC-EC may elect to purchase from the bidder, provided that this election shall not relieve the bidder of any warranty obligations under the contract, and In the event of termination of production of the spare parts:

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Advance notification to AIDC-EC of the pending termination, in sufficient time to permit AIDC-EC to procure needed requirements; and

Following such termination, furnishing at no cost to AIDC-EC, the blueprints, drawings, and specifications of the spare parts, if requested.

8. Insurance

The Professional Service Provider shall provide **Professional Indemnity insurance** cover shall be twice the fees payable to the consulting entity.

9. Responsibility to perform.

Delivery of the goods and performance of services shall be made by the bidder in accordance with the time schedule prescribed by AIDC-EC in the contract.

If at any time during performance of the contract, the bidder or its subcontractor(s) should encounter conditions impeding timely delivery of the goods and performance of services, the bidder shall promptly notify ECDC in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the bidder's notice, AIDC-EC shall evaluate the situation and may at his discretion extend the bidder's time for performance, with or without the imposition of penalties, in which case the extension shall be ratified by the parties by amendment of contract.

AIDC-EC reserves the right to procure outside of the contract small quantities or to have minor essential services executed if an emergency arises, the bidder's point of supply is not situated at or near the place where the supplies are required, or the bidder's services are not readily available.

A delay by the bidder in the performance of its delivery obligations may render the bidder liable to the imposition of penalties, unless an extension of time is agreed upon without the application of penalties.

AIDC-EC shall, without prejudice to its other remedies under the contract, deduct from the contract price, as a penalty, a sum calculated on the delivered price of the delayed goods or unperformed services using the current prime interest rate calculated for each day of the delay until actual delivery or performance.

AIDC-EC may also consider termination of the contract.

10. Duration of the contract

The project will be for a period of 9 months from Planning to Final Installation and Monitoring. The service provider will be expected to be available and start immediately as soon as a Service Level Agreement is signed.

The anticipated term of the contracts is a minimum of three (3) years from the date of award of the project to the successful service bidder.

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11. Payments and tax

Payments shall only be made in accordance with the fees as quoted in this documentation. Prices charged by the bidder for goods delivered and services performed under the contract shall not vary from the prices quoted by the

bidder in this bid, with the exception of any price adjustments authorized at AIDC-EC's request for bid validity extension, as the case may be.

- ✓ Payments shall only be made in accordance with the fees as quoted in this documentation. Prices charged by the bidder for goods delivered and services performed under the contract shall not vary from the prices quoted by the bidder in this bid/RFQ, with the exception of any price adjustments authorized at AIDC-EC's request for bid validity extension, as the case may be.
- ✓ AIDC-EC will re-imburse the service provider for expenses and disbursements incurred subject to the submission of satisfactory proof that such expenses and disbursements have been incurred and subject to it being within the budget as indicated in this documentation.
- ✓ The service provider shall from time to time during this contract duration furnish AIDC-EC with a VAT compliant tax invoice accompanied by a copy of the delivery note and upon fulfilment of other obligations stipulated in the contract. Each invoice must be accompanied by a detailed timesheet and expense claim forms substantiating the amount claimed.
- ✓ Payments shall be made promptly by AIDC-EC in Rand, but in no case later than thirty (30) days after submission of a VAT compliant tax invoice and supporting documentation by the service provider if the services have been properly executed as agreed.
- ✓ The service provider shall retain all proof of expenditure and maintain such accounts and records as are reasonably necessary, claimed above, should AIDC-EC require an audit to substantiate that expenditure and allows AIDC-EC's own personnel or an independent auditor access to those records.
- ✓ Should the above audit reveal that AIDC-EC has been overcharged, the Service Provider will reimburse the AIDC-EC the amount overcharged within 30 days inclusive of interest calculated at prime plus 2% per annum.
- ✓ A foreign bidder shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the Republic of South Africa.
- ✓ A local bidder shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted goods to AIDC-EC.

VALUE ADDED TAX (VAT)

- ✓ **Prices quoted by VAT Vendors MUST be inclusive of VAT** and as such any price charged by the vendor in respect of any taxable supply of goods or services shall for the purposes of the VAT Act Section 64(1) be deemed to include any tax payable in terms of section 7(1) (a) in respect of such supply, whether or not the vendor has included tax in quote/bid price.
- ✓ In all instances where bidders (including VAT Vendors) have excluded VAT from the prices quoted , such prices must be evaluated excluding VAT and if the bidder is successful , the letter of award of contract will state that the price at which the contract is awarded is exclusive of VAT and the VAT will

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not be added on at any stage . **The successful bidder will have to absorb the adverse financial implications of not including VAT in the price quoted.**

- ✓ **Prices quoted by non-VAT Vendors MUST NOT include VAT.** However Non-VAT vendors who submit bids for contracts that would, if successful, take their annual turnover to be above the threshold of R1 million are obliged to include VAT in the prices quoted and must therefore immediately upon award of the contract, register with the South African Revenue Services (SARS) as VAT Vendors. **The award of such a contract would be conditional pending the successful Bidder submits proof of registration as a VAT Vendor with SARS**

AIDC-EC will evaluate and approve all claims submitted by the service provider.

AIDC-EC will reimburse the service provider for expenses and disbursements incurred subject to the submission of satisfactory proof that such expenses and disbursements have been incurred and subject to it being within the budget as indicated in this documentation.

The service provider shall from time to time during this contract duration furnish AIDC-EC with a VAT compliant tax invoice accompanied by a copy of the delivery note and upon fulfilment of other obligations stipulated in the

contract. Each invoice must be accompanied by a detailed timesheet and expense claim forms substantiating the amount claimed.

Payments shall be made promptly by AIDC-EC in Rand, but in no case later than thirty (30) days after submission of a VAT compliant tax invoice and supporting documentation by the service provider if the services have been properly executed as agreed.

The service provider shall retain all proof of expenditure and maintain such accounts and records as are reasonably necessary, claimed above, should AIDC-EC require an audit to substantiate that expenditure and allows AIDC-EC's own personnel or an independent auditor access to those records.

Should the above audit reveal that AIDC-EC has been overcharged, the Service Provider will re-imburse the AIDC-EC the amount overcharged within 30 days inclusive of interest calculated at prime plus 2% per annum.

A foreign bidder shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside the Republic of South Africa.

A local bidder shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted goods to AIDC-EC.

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SECTION D

ANNEXURE A: SUPPLIER INFORMATION

Note: Mandatory Requirement. Failure to complete and sign this document will result in the bid being non responsive.

Legal Name of Bidder: (Same as CSD)			
Trading Name of Bidder: (Same as CSD)			
Registration Number (Same as CSD)			
Physical Address			
Postal Address			
Contact Person			
Title/Position in the Firm			
Mobile Number			
Bidder Telephone Number			
Facsimile Number			
Email Address of Contact Person			
Email Address of Bidder			
VAT Registration Number (Same as CSD)			
Central Supplier Database Number	MAAA		
Are the Accredited Representative in South Africa for the Goods /Services/Works Offered?	<input type="checkbox"/> Yes <input type="checkbox"/> No (If Yes enclose Proof)	Are you a foreign based supplier for the Goods/Services/Works Offered?	<input type="checkbox"/> Yes <input type="checkbox"/> No (If yes, answer the questionnaire Below)

QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS

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Is the Entity a resident of the Republic of South Africa (RSA)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Does the Entity have a branch in the RSA?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Does the Entity have a permanent establishment in the RSA?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Does the Entity have any source of income in the RSA	<input type="checkbox"/> Yes	<input type="checkbox"/> No

If the answer is “No” to all of the above, then it is not a requirement to register for a Tax Compliance Status system pin code from the South African Revenue (SARS) and if not register.

VERY IMPORTANT
Directors/Employees in the Service of State

Where a person within the Bidding Entity is an Employee of the State, Bidder should

- a) submit a signed letter on a letter head from their Accounting Officer/Accounting Authority (AO/AA of the Government Institution where they are employed) stating that they are not prohibited from conducting business with the State in terms of Section 8 of the Public Administration Management Act, 2012 (Act No.11 of 2014- “the PFMA”)
- b) submit a signed letter on a letter from their AO/AA granting permission to perform other remunerative work outside of their employment where the PAMA does not apply to such an employee.

ECDC reserves the right to verify such information from their AO/AA

SERVICE PROVIDER ACKNOWLEDGEMENT OF REQUEST AND TERMS AND CONDITIONS:

I..... (NAME) HEREBY ACCEPT THE TERMS OF THIS
REQUEST FOR BID AND ACKNOWLEDGE

THAT I AM APPROPRIATELY DELEGATED TO RESPOND ON BEHALF OF (ATTACH DELEGATION
OF AUTHORITY)

.....
.....

(NAME OF BIDDER).

Print Name

Date

Designation

Signature

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ANNEXURE B: KEY PERSONNEL

1	How many full-time staff will be involved in this project?			
2	Provide the names of the full-time staff members and indicate the portfolios for which they are responsible.			
a)	Project Leader			
	Name of staff member	Designation	Accreditation to Bodies/Qualification (Indicate Yes/No) Attach Certificate	Years of Relevant Experience Attach CV

Initial here



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Annexure C: Form of Offer and Acceptance Offer

The Employer, identified in the acceptance signature block, has solicited offers to enter a contract for the procurement of AIDC Eastern Cape.

Failure on the part of a bidder to fill in as required, sign this form and submit a letter of authority of the signatory will lead to the Bid being disqualified.

Bid No: B01/2023

The tenderer, identified in the offer signature block, has examined the documents listed and requested in this Bid and all returnable schedules, and by submitting this offer has accepted the conditions of tender.

By the representative of the tenderer, deemed to be duly authorized, signing this part of this form of offer and acceptance, the tenderer offers to perform all of the obligations and liabilities of the Service Provider under the Contract including compliance with all its terms and conditions according to their true intent and meaning for remuneration to be determined in accordance with the conditions identified in this Bid.

The offered price for the supply of goods and services, inclusive of value added tax carried forward from: **Summary of Fees**, is.

R (In figures)

.....
.....

Rand (in words)

This offer may be accepted by the Employer by signing the acceptance part of this form of offer and acceptance and returning one copy of this document to the tenderer before the end of the period of validity stated in the Tender data, whereupon the tenderer becomes the party named as the Service Provider in the conditions of Contract identified in the Contract Data.

THIS OFFER IS MADE BY THE FOLLOWING LEGAL ENTITY: (cross out block which is not applicable)

Company or close corporation:

.....

And: whose registration number is:

.....

And: whose income tax reference number is:

.....

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Trading under the name and style of:

.....

AND WHO IS:

Represented herein, and who is duly authorized to do so, by:

Mr/Mrs/Ms:

.....

In his/her capacity as:

.....

Note:

A resolution/power of attorney, signed by all the directors/ members/ partners of the legal entity must accompany this offer, authorizing the representative to make this offer.

SIGNED FOR THE TENDERER:

Name of Representative	Signature	Date

SIGNED BY WITNESS:

Name of Representative	Signature	Date

The tenderer elects as its *domicilliumcitandi et executandi* in the Republic of South Africa, where any and all legal notices may be served, as (physical address)

.....

.....

Other contact details of the tenderer are:

Telephone no

.....

Cellular phone no

.....

Fax no

.....

Postal address

.....

Banker

.....

Branch

.....

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Annexure D: Pricing Schedule

Note: Mandatory Requirement. Failure to complete and sign this document will result in the bid being non responsive.

Bidders are required to expressly cover their proposed fee/price and disbursement structure based on the activities they propose undertaking to provide the services requested in this call for proposals.

The AIDC-EC reserves the right to negotiate any aspect of the proposed fees/pricing and disbursements with the preferred Bidder and shall not be bound to the fees/pricing and disbursements submitted by any Bidder.

The Bid Fees/Prices must remain valid for a period of 90 days from date of closure of bid.

AIDC-EC reserves the right to request the Bidder's latest audited financial statements in order to ascertain financial stability of the Bidder prior to award of the bid. Failure by the Bidder to provide the latest audited financial statements may invalidate the bid.

Prices will be fixed and firm for the duration of the project.

KINDLY NOTE THAT A FAILURE TO EXPRESSLY COVER THIS IN YOUR PROPOSAL WILL RESULT IN YOUR PROPOSAL BEING REJECTED WITHOUT FURTHER CONSIDERATION

Bidders are required to quote as per the specification contained on this document.

The AIDC-EC reserves the right to negotiate any aspect of the proposed fees/pricing and disbursements with the preferred Bidder and shall not be bound to the fees/pricing and disbursements submitted by any Bidder.

The Bid Fees/Prices must remain valid for a period of 90 days from date of closure of bid:

ITEM NO.	DESCRIPTION	RATE	NUMBER	TOTAL
1	PLANNING PROPOSAL Including Analysis and Mapping of Locations for Public Charging Infrastructure in the Eastern Cape. The proposal will also include a prioritised list of 13 DCFC charging stations for installation in the Eastern Cape.		1	
2	Installation of EV Charging stations in the EC, South Africa.		13	
2.1	Project Plan and Detailed Work Schedule fulfilling requirements in the Scope of Work		1	
2.2	Detailed Schedule DCFC Units and related Equipment, Hardware		13	

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	and Software Specifications, Interoperability Compliance Certificates, Occupational Health and Safety Compliance Requirements and Certificates, Industry Electrical Standards and Compliance Certificates, Commissioning Certificate for each Charging Station per Location.			
2.3	Public Charging Infrastructure Branding Plan and Work Plan of Full Branding Image	1		
2.4	Charging Infrastructure Payment Model Implemented and Maintained for all 13 Charging Stations for the full length of the contract	1		
2.5	Customer Data Privacy Protocol developed, implemented and maintained throughout the full length of the contract	1		
2.6	Compliance Sign-Off of Traffic Control Devices, On-Premises Signs and Accessibility per Site in alignment to industry standards, protocols relevant authority and regulation authority prior to commissioning of Charging Station	13		
3	Detailed operations, maintenance and servicing plan in alignment to scope of work for 13 charging stations	1		
3.1	Billing and Revenue Model developed, implemented and maintained throughout the full length of the contract for all 13 Charging Stations	1		
3.2	Customer Services Solution developed, implemented and maintained throughout the full length of the contract for all 13 Charging Stations	1		

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3.3	Complete Host Site Agreements for each of the 13 Charging Stations	13		
3.4	Monthly Progress Reports throughout the full length of the contract. Accessibility to Raw Data of all relevant data points as determined in Planning Phase of Project	36		
	Sub Total for the Works			
	VAT			
	Total Including VAT (to be taken to Form of Offer)			

SIGNATURE of the DELEGATED AUTHORITY (Attach Delegation of Authority)		DATE	
--	--	-------------	--

OR

Service Provider to submit Priced Bid from Service Provider: Signed and/or in the Bidder's Letter Head

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Annexure E: BIDDER'S DISCLOSURE (SBD4)

Note: Mandatory Requirement. Failure to complete and sign this document will result in the bid being nonresponsive.

1. PURPOSE OF THE FORM

Any person (natural or juristic) may make an offer or offers in terms of this invitation to bid. In line with the principles of transparency, accountability, impartiality, and ethics as enshrined in the Constitution of the Republic of South Africa and further expressed in various pieces of legislation, it is required for the bidder to make this declaration in respect of the details required hereunder.

Where a person/s are listed in the Register for Tender Defaulters and / or the List of Restricted Suppliers, that person will automatically be disqualified from the bid process.

2. Bidder's declaration

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise, employed by the state? Yes ☐ No ☐

2.1.1 If so, furnish particulars of the names, individual identity numbers, and, if applicable, state employee numbers of sole proprietor/ directors / trustees / shareholders / members/ partners or any person having a controlling interest in the enterprise, in table below.

Full Name	Identity Number	Name of State institution

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? Yes ☐ No ☐

- If so, furnish particulars:

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2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract?	Yes <input type="checkbox"/> No <input type="checkbox"/>
---	--

- If so, furnish particulars:

3. DECLARATION

I, the undersigned, (name)..... in submitting the accompanying bid, do hereby make the following statements that I certify to be true and complete in every respect:

- 3.1 I have read, and I understand the contents of this disclosure;
- 3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;
- 3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement, or arrangement with any competitor. However, communication between partners in a joint venture or consortium⁴ will not be construed as collusive bidding.
- 3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.
- 3.5 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.
- 3.6 There have been no consultations, communications, agreements or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.
- 3.7 I am aware that, in addition, and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

⁴ Joint venture or Consortium means an association of persons for the purpose of combining their expertise, property, capital, efforts, skill and knowledge in an activity for the execution of a contract.

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I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 5 ABOVE IS CORRECT.

I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 05 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

.....

Signature

.....

Date

.....

Position

.....

Name of bidder

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ANNEXURE F: STATEMENT OF CONSENT TO DATA PROCESSING

In terms of the provisions of the Protection of Personal Information Act, 2013 (Act No. 4 of 2013)

1. I, _____ (full names of the **client/applicant**),

Identity number _____ (**"the applicant"**)

do hereby grant my consent to the AIDC Easter Cape ("the AIDC-EC") and its appointed processor to process my personal data for the purpose of any or all the undermentioned actions, being the legitimate reasons for processing and/or using my personal data.

2. I accept that my personal information will only be utilized for the purposes it was collected, that the information will only be retained for as long as is necessary and required by law, and that I have the right to view such information at any time, as well as requested correction or deletion of my personal information held by the AIDC-EC.
3. I am aware that I may withdraw my consent at any time by using the relevant Data Subject Consent Withdrawal Form.
4. I herewith consent to the AIDC-EC official / staff member / employee or agent collecting and having access to my personal information.
5. I expressly consent to the AIDC-EC official / staff member / employee or agent to collect and process this information for the purpose of **considering my application for funding / leasing / employment alternatively for considering our bid document**.
6. I expressly consent to the AIDC-EC or its official / staff member / employee or agent having access to my personal information contained in my application for lease, employment, funding, my bid document, or any other administrative document required by the AIDC-EC for processing.
7. I expressly consent to the AIDC-EC or its official / staff member / employee or agent using my personal information to communicate with me in person / via telephone / email / video call / fax / WhatsApp / any form of social media.
8. I expressly consent that the AIDC-EC or its official / staff member / employee or agent may discuss any of my personal information with any of its officials / staff members / employees or agents that may at any stage of my application be involved in considering same and forward any such information to any AIDC-EC relevant committee or forum.
9. I expressly consent to the AIDC-EC or its official / staff member / employee or agent **handing over any outstanding accounts to debt collection third parties (applicable to properties/development finance and business support unit)**.
10. I expressly consent to the AIDC-EC or its official / staff member / employee or agent handing over my personal information for purposes of verification of my credit profile or record, references or any purpose required in terms of the law.

**SIGNATURE of the
DELEGATED AUTHORITY**

DATE

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Annexure G: SBD 6.1 Preference Point Claim in terms of the Preferential Procurement Regulations 2022

SBD 6.1: Complete in full and sign

This preference form must form part of all tenders invited. It contains general information and serves as a claim form for preference points for specific goals.

NB: BEFORE COMPLETING THIS FORM, TENDERERS MUST STUDY THE GENERAL CONDITIONS, DEFINITIONS AND DIRECTIVES APPLICABLE IN RESPECT OF THE TENDER AND PREFERENTIAL PROCUREMENT REGULATIONS, 2022

1. GENERAL CONDITIONS

1.1 The following preference point systems are applicable to invitations to tender:

- the 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- the 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).

1.2 Principle applicable for this tender /quotation is:

12. The value of this bid is estimated not to exceed R1 000 000 (all applicable taxes included) and therefore the applicable preference point system for this tender is the **80/20** preference point system.

1.3 Points for this tender shall be awarded for:

- (d) Price; and
- (e) Specific Goals.

1.4 The maximum points for this tender are allocated as follows:

Above R100K – R1Mil	
	POINTS
PRICE	80
SPECIFIC GOALS	
Eastern Cape based supplier.	12
51 % and above women owned enterprises.	04
51 % and above youth owned enterprises.	04

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Above R1 000 000 to R50 Mil	
Total points for Price and SPECIFIC GOALS	100
	POINTS
PRICE	80
SPECIFIC GOALS	
51% and above black owned enterprise	10
Eastern Cape based supplier	5
51% and above women owned enterprise	3
51% and above youth owned enterprise	2
Total points for Price and SPECIFIC GOALS	100

1.5 Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.

1.6 The organ of state reserves the right to require of a tenderer, either before a tender is adjudicated or at any time subsequently, to substantiate any claim regarding preferences, in any manner required by the organ of state.

2. DEFINITIONS

- (a) **“tender”** means a written offer in the form determined by an organ of state in response to an invitation to provide goods or services through price quotations, competitive tendering process or any other method envisaged in legislation;
- (b) **“price”** means an amount of money tendered for goods or services, and includes all applicable taxes less all unconditional discounts;
- (c) **“rand value”** means the total estimated value of a contract in Rand, calculated at the time of bid invitation, and includes all applicable taxes;
- (d) **“tender for income-generating contracts”** means a written offer in the form determined by an organ of state in response to an invitation for the origination of income-generating contracts through any method envisaged in legislation that will result in a legal agreement between the organ of state and a third party that produces revenue for the organ of state, and includes, but is not limited to, leasing and disposal of assets and concession contracts, excluding direct sales and disposal of assets through public auctions; and
- (e) **“the Act”** means the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).

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3. FORMULAE FOR PROCUREMENT OF GOODS AND SERVICES

3.1. POINTS AWARDED FOR PRICE

3.1.1 THE 80/20 OR 90/10 PREFERENCE POINT SYSTEMS

A maximum of 80 or 90 points is allocated for price on the following basis:

80/20 or 90/10

$$Ps = 80 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right) \text{ or } Ps = 90 \left(1 - \frac{Pt - P_{min}}{P_{min}} \right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmin = Price of lowest acceptable tender

3.2. FORMULAE FOR DISPOSAL OR LEASING OF STATE ASSETS AND INCOME GENERATING PROCUREMENT

3.2.1. POINTS AWARDED FOR PRICE

A maximum of 80 or 90 points is allocated for price on the following basis:

80/20 or 90/10

$$Ps = 80 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right) \text{ or } Ps = 90 \left(1 + \frac{Pt - P_{max}}{P_{max}} \right)$$

Where

Ps = Points scored for price of tender under consideration

Pt = Price of tender under consideration

Pmax = Price of highest acceptable tender

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4. POINTS AWARDED FOR SPECIFIC GOALS

- 4.1. In terms of Regulation 4(2); 5(2); 6(2) and 7(2) of the Preferential Procurement Regulations, preference points must be awarded for specific goals stated in the tender. For the purposes of this tender the tenderer will be allocated points based on the goals stated in table 1 below as may be supported by proof/ documentation stated in the conditions of this tender:
- 4.2. In cases where organs of state intend to use Regulation 3(2) of the Regulations, which states that, if it is unclear whether the 80/20 or 90/10 preference point system applies, an organ of state must, in the tender documents, stipulate in the case of—
- (c) an invitation for tender for income-generating contracts, that either the 80/20 or 90/10 preference point system will apply and that the highest acceptable tender will be used to determine the applicable preference point system; or
 - (d) any other invitation for tender, that either the 80/20 or 90/10 preference point system will apply and that the lowest acceptable tender will be used to determine the applicable preference point system, then the organ of state must indicate the points allocated for specific goals for both the 90/10 and 80/20 preference point system.

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Number of points allocated (90/10 system) (To be completed by the organ of state)	Number of points allocated (80/20 system) (To be completed by the organ of state)	Number of points claimed (90/10 system) (To be completed by the tenderer)	Number of points claimed (80/20 system) (To be completed by the tenderer)
1. Experience and Appropriate Skills in delivering on the tender scope of the request for proposal (RFP).				
2. Methodology				
3. Experience of Service Provider in similar projects				

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DECLARATION WITH REGARD TO COMPANY/FIRM

4.3. Name of company/firm.....

4.4. Company registration number:

4.5. TYPE OF COMPANY/ FIRM

- ☐ Partnership/Joint Venture / Consortium
- ☐ One-person business/sole propriety
- ☐ Close corporation
- ☐ Public Company
- ☐ Personal Liability Company
- ☐ (Pty) Limited
- ☐ Non-Profit Company
- ☐ State Owned Company

[TICK APPLICABLE BOX]

4.6. I, the undersigned, who is duly authorised to do so on behalf of the company/firm, certify that the points claimed, based on the specific goals as advised in the tender, qualifies the company/ firm for the preference(s) shown and I acknowledge that:

- i) The information furnished is true and correct;
- ii) The preference points claimed are in accordance with the General Conditions as indicated in paragraph 1 of this form;
- iii) In the event of a contract being awarded as a result of points claimed as shown in paragraphs 1.4 and 4.2, the contractor may be required to furnish documentary proof to the satisfaction of the organ of state that the claims are correct;
- iv) If the specific goals have been claimed or obtained on a fraudulent basis or any of the conditions of contract have not been fulfilled, the organ of state may, in addition to any other remedy it may have –
 - (a) disqualify the person from the tendering process;
 - (b) recover costs, losses, or damages it has incurred or suffered as a result of that person's conduct;
 - (c) cancel the contract and claim any damages which it has suffered as a result of having to make less favourable arrangements due to such cancellation;
 - (d) recommend that the tenderer or contractor, its shareholders, and directors, or only the shareholders and directors who acted on a fraudulent basis, be restricted from obtaining business from any organ of state for a period not exceeding 10 years, after the *audi alteram partem* (hear the other side) rule has been applied; and
 - (e) forward the matter for criminal prosecution, if deemed necessary.

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SIGNATURE(S) OF TENDERER(S)

SURNAME AND NAME:

DATE:

ADDRESS:

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National Treasury General Conditions of Contract will apply

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