

**TERMS OF REFERENCE FOR THE IMPLEMENTATION OF THE
DISTRICT NODAL RECYCLING AND WASTE MANAGEMENT
SYSTEM PROJECT, AS PART OF THE O.R. TAMBO CLIMATE
CHANGE SUPPORT PROGRAMME**

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INTRODUCTION AND BACKGROUND INFORMATION

The Eastern Cape Department of Economic Development, Environmental Affairs and Tourism (DEDEAT) is the provincial lead department in environmental management in the Eastern Cape, and as part of this mandate the Department is required to lead the response effort to Climate Change.

South Africa's response to climate change has three main objectives: climate change mitigation through the reduction of greenhouse gas (GHG) emissions, adaptation, and disaster risk reduction. The overall strategic approach for South Africa's climate change response is needs-driven and customized; developmental, transformational, empowering and participatory; dynamic and evidence-based; balanced and cost-effective; and integrated and aligned.

The Climate Change Act requires that every organ of state that exercises a power or performs a function that is affected by climate change, as set out in Schedules 1 and 2 of the said Act, must develop, review and if necessary revise, amend, coordinate and harmonise their policies, plans, programmes and decisions or decision-making processes, in order to—

(a) ensure that the risks of climate change impacts and associated vulnerabilities are taken into consideration; and

(b) Give effect to the principles and objectives as set out in the Act

Analysis of the O.R. Tambo District and its associated Municipalities (Nkosi Mhlonto, Nquaza Hill, Nyandeni, King Sabata Dalindyebo, and Port St Johns Local Municipalities) are particularly vulnerable to the impacts of climate change in a number of sectors and areas. Compounding this matter is that the population has inherent socio-economic vulnerabilities. Socioeconomic vulnerability is influenced by factors such as household composition (including female-headed households and the age of inhabitants), education, income, health, access to basic services, and safety. The ranking of municipalities' Vulnerability Index by the CSIR's (Council for Scientific and Industrial Research) Green Book indicates that KSD LM (King Sabata Dalindyebo Local Municipality) ranks the best at 163 out of 213 Municipalities while PSJ LM Port St Johns Local Municipality) ranks the worst of the district municipalities at 208, nationally.

Natural disaster events in recent years have demonstrated that Climate Change is already negatively impacting the district and is likely to continue doing so across the district. Models under a low emission scenario suggest average temperatures will rise by between 1.42° C and 2.06° C. While under the high emission scenario of the business as usual scenario temperatures will rise by even more, approximately 1.82° C. Very hot days i.e. days above 35° C will increase by between 4 and 5 days per year. The significance of this is that the human body is not able to regulate body temperature above this temperature and any physical exertion may lead to serious harm or even death. Having said that, even the low-emissions scenario would have significant impacts on destitute communities, including heat stress, flooding, and destruction of homes and key infrastructure, to name a few.

It is against this background that the Department initiated a five-year Climate Change Support Programme for the O.R. Tambo district in the 2022/23 financial year. The programme focuses solely on the O.R. Tambo District to build resilience and reduce carbon emissions, as it is believed that this District is vulnerable to the impacts of climate change. The intention is to emulate the success of the programme in other districts in the province.

The programme focused on five key scopes, namely:

- Green House Mitigation with a focus on Waste and Air Quality;
- The water sector with a focus on ecosystem-based adaptation;
- Ecosystem-based adaptation in order to ensure Disaster Risk Reduction;
- Sea Level rise and coastal inundation and flooding; and
- Spatial planning recommendations for the O.R. Tambo coastline

One of the deliverables was costed business plans, developed in line with the aforementioned scope areas. Five costed business plans for the following projects were developed:

- Natural Resource Management Strategies in the quaternary catchment of the Gqukunqa River;
- Alien Invasive Plant Species Clearing and Secondary Use of Material/Biomass in the Gqukunqa River;
- District Household Food Security Project;
- A System to Manage Floodwaters in the town of Port St. Johns; and
- District Nodal Recycling and Waste Management System

Due to resource limitations, only one project could be implemented at a time. The department has collectively agreed to implement the District Nodal Recycling and Waste Management System as a pilot project for the programme. The project aims to develop a circular waste economy that diverts solid waste away from landfills, thereby reducing methane gas (CH₄) emissions from landfill sites, which are approximately 28 times more potent in contributing to the greenhouse effect than carbon dioxide (CO₂). This also aligns with the provincial IWMP and Provincial Recycling strategy which are currently being implemented. Furthermore, the use of recycled material will reduce the reliance on virgin materials in the manufacturing of new products, thereby decreasing the carbon footprint at the production level and contributing to a low-carbon economy for the province and the country.

The Business Plan proposes a District-wide waste sorting and processing project, where MSMEs and communities own and operate buy-back centres, referred to as Micro Recycling Pods (MRPs), in each of the 5 LMs at a site that is accessible to many people. Each MRP typically requires two to four owner-operators who are directly responsible for the day-to-day operations of the recycling facility. These individuals play a crucial role in overseeing the processing of recyclable materials, maintaining equipment, and managing any on-site staff (4) or volunteers who will be responsible for sorting and weighing the recyclables. However, the DEDEAT will hand over the MRPs to each local municipality for overseeing the operation. Each MRP will be equipped with a processing facility to shred plastic waste as a means to trigger local beneficiation. The proposal is to start with small modular systems. It is expected that other mainstream recyclables (paper, cardboard, metal/aluminum cans, glass) will reach the MRPs and those will be sold to other companies that are already collecting recyclables in the OR Tambo such as TATA Waste.

OBJECTIVES, SCOPE OF WORK AND DELIVERABLES

The objective of this document is to present the Terms of Reference for the appointment of a suitable independent Service Provider that will support the Department in implementing the District Nodal Recycling and Waste Management System project across all five local municipalities in the O.R. Tambo district. The successful service provider will be expected to fulfil the following scope of work:

OBJECTIVE 1: INCEPTION MEETING & PROJECT STEERING COMMITTEE

The service provider will be required to organize and attend a Project Inception Meeting (PIM) with the project team of the Department. The purpose of the PIM is to clarify the project outcomes, finalize the scope of work, and the project implementation plan. The Service Provider will be expected to produce an Inception Report, following the attendance of PIM, which report will also serve as the first Project Progress Report. Thereafter, project progress reports must be submitted every two months.

The Project Steering Committee (PSC) will be established, where the appointed Service Provider will be expected to organize and participate in meetings every two months. The Service Provider will be expected to assume the secretariat services for the PSC and DEDEAT will chair the meetings of the PSC.

OBJECTIVE 2: FACILITATION OF IMPLEMENTATION WORKSHOP

The appointed service provider will be required to facilitate a stakeholder workshop comprising of the DEDEAT, O.R. Tambo District Municipality, all local municipalities within the O.R. Tambo district, DFFE (Department of Forestry, Fisheries and the Environment), COGTA (Department of Cooperative Governance and Traditional Affairs), waste pickers and other relevant stakeholders. The workshop must be held physically for one day within the O.R. Tambo district and accommodate 60 participants.

The service provider must establish a relationship with PROs implementing Extended Producer Responsibility (EPR) schemes in terms of section 18 of the NEM: Waste Act so as not to duplicate or compete with each other during implementation of the project.

Facilitation includes arranging the venue, facilities, and catering; sending invitations; providing secretarial duties; and drafting a workshop report.

A final report must be submitted to the DEDEAT once all deliverables have been met by the service provider.

OBJECTIVE 3: REGISTRATION CERTIFICATES APPLICATIONS AND ENVIRONMENTAL MANAGEMENT PLANS

The service provider will be expected to assist the five local municipalities in submitting a Registration Certificates application to the competent authority in terms of the Norms and

Standards of Section 7(1) (C) and 7(2) of the National Environmental Management: Waste Act (Act 59 of 2008), as amended.

The service provider must develop an environmental management plan to guide the management of waste, effluent generated on-site, and other operational aspects of the MRP. It is the responsibility of the service provider to ensure that the plan is drafted in a manner that ensures the establishment and operation of the MRPs are fully compliant with applicable policies, legislation, regulations, norms, standards, and municipal by-laws.

The service provider shall provide any additional information required by the competent authority, and make any amendments deemed necessary by the DEDEAT, applicant (in this case, the Local Municipality), or competent authority.

OBJECTIVE 4: SPECIFICATION AND SUPPLY OF MRPs

The appointed service provider must supply four (4) G1 variant MRPs and one (1) G2 variant MRP. The service provider will be expected to deliver and install the required infrastructure for each MRP in each local municipality. The G2 variant must be supplied to the KSD LM.

2.4.1 Specifications for the MRP

Table1: MRP dimensions in millimeters

Variant	Length (mm)	Width (mm)	Height (mm)	Capacity
G1	3 500	900	2000	3150kg/month
G2	4 000	900	2000	6300kg/month

- Each MRP must be in the form of a steel shipping container and have a lockable sliding door.
- A stable level concrete slab or foundation must be constructed to support each corner of the MRP.
- Each MRP must be painted and with one sticker with the DEDEAT branding
- Each MRP must be equipped with a fluorescent tube or LED lighting and 2 x power outlets
- Each MRP must be surrounded by a fence and a lockable gate.

2.4.2 Equipment

Each MRP must be installed with the following:

- Electricity supply;
- Water supply;
- Internet connection (e.g. Wi-Fi router with subscription paid by the operator);
- Processing plant including shredder, washer, dryer, and granulator (for plastic only);
- 4 x Collection bins
- 1 x Android Tablet for app management and dispatch labels;

- 1 x B/W Inkjet Printer
- A certified calibrated industrial weight scale

2.4.3 Transportation

The local municipality shall be responsible for identifying the site to which the MRP must be transported and installed by the service provider.

- 1 x G2 MRP must be transported and installed within the King Sabata Dalindyebo Local Municipality;
- 1 x G1 MRP must be transported and installed within the Port St. John's Local Municipality;
- 1 x G1 MRP must be transported and installed within the Nyandeni Local Municipality;
- 1 x G1 MRP must be transported and installed within the Ingquza Hill Local Municipality
- 1 x G1 MRP must be transported and installed within the Mhlontlo Local Municipality.

FRAMES AND PAYMENT

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

Table 2: Summary of deliverables

DELIVERABLES	KEY ACTIVITIES	TIME FRAMES
Inception Meeting and Inception Report	Meeting to: <ul style="list-style-type: none"> • Introduce project teams both from the Department and the Service Provider • Clarify project background and obtain any background information that may be required for the project • Finalization of the scope of work, implementation plan, and project deliverables. • To agree on the implementation approach and reporting for the project • Discuss requirements for payment 	Within 2 weeks of the appointment
	<ul style="list-style-type: none"> • Approval of written report on agreed scope of work, implementation approach, budget breakdown and timelines as agreed in the inception meeting. 	Within 4 weeks of the inception meeting

Stakeholder workshop	<ul style="list-style-type: none"> • Facilitate a physical workshop within the O.R. Tambo district • Engage with the PROs implementing the EPR scheme • Develop stakeholder list • Provide venue, catering and conferencing facilities • Provide secretariat duties • Presentation of the project and MRP specifications • Propose operational model by local municipalities • Presentation of the implementation plan • Determine contact person(s) from each LM • Finalize site for MRPs 	Within 8 weeks of the inception meeting
Draft registration certificates applications and environmental management plans	<ul style="list-style-type: none"> • Presentation of 5 (five) draft registration certificate applications to the PSC for endorsement to submit to the competent authority • Presentation of 5 (five) draft environmental management plans to the PSC for endorsement to submit together with the waste management license applications. 	Within 8 weeks of the stakeholder workshop
Supply, transportation, and installation of fully equipped MRPs	<ul style="list-style-type: none"> • Supply 4 (four) G1 variant MRPs; and 1 (one) G2 variant MRP • The G2 variant must be transported and installed on the site identified by the KSD LM • Each of the G1 variants must be transported and installed on the sites identified by each local municipality within the O.R. Tambo district, excluding KSD LM • Construction of a concrete slab or foundation for each MRP • Fence the MPR • Each MRP must be equipped with the following: <ul style="list-style-type: none"> - Electricity supply; - Water supply; - Internet connection (e.g. Wi-Fi router with subscription paid by the operator); 	Within 12 months of appointment

	<ul style="list-style-type: none"> - Processing plant including shredder, washer, dryer, and granulator (for plastics only); - 4 x Collection bins - 1 x Android Tablet for app management and dispatch labels; - 1 x B/W Inkjet Printer - A certified calibrated industrial weight scale 	
	<ul style="list-style-type: none"> • A delivery note must be signed by a representative of each municipality confirming supply of the MRP and compliance with the specification. • A final report must be submitted to the DEDEAT once all deliverables have been met by the service provider. 	
Once every two months PSC meetings	<ul style="list-style-type: none"> • Organize and participate in PSC meetings on a bi-monthly (every 2nd month) meetings to discuss progress on the project, address any challenges/bottlenecks encountered during the process and plan for upcoming project activities. • The appointed service provider must provide the secretariat functions to the PSC 	Once every two months

FINALISATION OF SCOPE OF WORK AND PROJECT MANAGEMENT

The final scope of work will be formalised in a Project Implementation Plan, which will be an outcome of the inception meeting between the DEDEAT project task team and the service provider.

PROPOSED APPROACH, BUDGET AND PROGRAMME

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

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

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

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

Table 3: Payment schedule

EXPECTED DELIVERY	% TRANCHE PAYMENT
Acceptance of the Inception Report and Implementation Plan	20%
Acceptance of Stakeholder Workshop Report	25%
Acceptance of 5x Registration Certificate applications and 5 x Environmental Management Plans	25%
Submission and acceptance of the final report with 5 x delivery notes.	30%

REQUIRED CAPACITY, QUALIFICATIONS, EXPERIENCE & TRACK RECORD

It is important that all bidders demonstrate that they have the required capacity, qualifications, experience and track record to undertake the project. The project team must demonstrate capacity and expertise in environmental planning, more specifically solid waste management and climate change.

Specifically:

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

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

Table 4: Project Experience Template

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

BID PROCESS: PRE-QUALIFICATION

The bid process will include a pre-qualification stage where the functionality / quality of bids will be assessed. All bidders or service providers will provide a list of four (4) references who can be contacted to provide an assessment of the Service Provider's ability and / or performance on similar previous assignments. References cited must have knowledge of the Service Provider's work in all the elements for meaningful comparisons to be made. **Shortlisted bidders / service providers may be expected to make a presentation where they will demonstrate similar previous work.**

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

QUALITY / FUNCTIONALITY	Score out of 5	WEIGHT/100
Bidder's understanding of the brief: <ul style="list-style-type: none"> The proposal is comprehensive (includes a sufficiently detailed coverage of scope of work) Identifies the requested results and deliverables 		20

No understanding of the brief, proposal is unclear, results and deliverables are not identified	0	
Full and clear understanding of the brief, proposal is descriptive, and results and deliverables are detailed and well communicated	5	
The methodology and approach to be used: <ul style="list-style-type: none"> Proposes the correct application of environmental legislation, planning tools and methods Logically incorporates the correct application of other relevant legislation, programmes, and policies (e.g. planning, disaster management, local government etc. policies and plans) Describes linkages between waste recycling and climate change mitigation Proposes clear method statement for undertaking the project, including a clear Public Participation Process Proposes additional value-adding features 		25
Proposed methodology and approach is not relevant, legislative context and science not sufficient	0	
Proposed methodology and approach meet all the requirements of the terms of reference. A detailed methodology and approach are developed. Correct legislative context and waste recycling approaches covered in detail and new areas are brought to light with innovative and value-adding features. The bidder demonstrates an advanced understanding of the terms of reference.	5	
<ul style="list-style-type: none"> member has a Diploma or above in social sciences, social facilitation, or psychology, and the rest of the project team members have a 		15
None of the project team members, including the Project Leader have post graduate degree in any of the fields specified above.	0	
Project Leader has a Master's degree or above in any of the disciplines listed above, at least one project team members has a Diploma or above in social sciences, social facilitation or psychology and the rest of the project team members have Bachelor's Degree or above in any of the disciplines listed above.	5	
The project experience of the Company Personnel to be utilised for this project:		25

<ul style="list-style-type: none"> • Project Leader has track record of managing at least 5 projects involving to climate change or waste management or related projects • at least one of the project team members has a track record in facilitating at least 5 social facilitation or stakeholder engagement session/meetings. • Project members have proven track record of participation in at least 3 waste management, climate change or related environmental planning projects. • Detail the roles of Company Personnel in each of these relevant projects • Please include CV's with contactable references of all Company Personnel involved in the project 		
The team leader and the project team do not have the required project experience.	0	
The team leader and other project members each demonstrate sufficient and or exceed project experience as outline above.	5	
Company experience in managing similar projects <ul style="list-style-type: none"> • Have a track record of successful waste management projects which would require application of similar methodology and has signed contactable reference letters for those projects. (at least 4 similar projects) • Projects as listed in the required table template (see section 4.1) • Should reference letters not be attached the bidder will receive no points for this part 		15
The company demonstrates no experience and no proof of having conducted any environmental related projects or projects of a similar nature as listed above	0	
The company demonstrates proof for 4 or more successful recycling projects and signed letters with contactable references attached for all the projects listed.	5	

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

MANDATORY REQUIREMENTS FOR ALL BIDS

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

BID PROCESS: POST-QUALIFICATION

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

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

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

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

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

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

PERFORMANCE MANAGEMENT

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

TOOL	FREQUENCY	EXPECTATION
Project Steering Committee Meetings (Task Team)	Every two months	Written Progress Reports and Presentations in person or virtual at the PSC meetings

Special Sessions	Ad hoc	Detailing of any burning issues that need immediate intervention or decision
Review of all reports by the PSC	As per the delivery of milestones outlined in paragraph 2.5	Written project reports and implementation progress reports

CONDITIONS OF THE BID

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

- a. A comprehensive budget including VAT showing the charge out rate of all the staff to be involved in the rendering of the services and also all other cost factors such as travelling. Travelling costs and all other disbursements and time spent or incurred between home and office of consultants and DEDEAT offices will not be for the account of DEDEAT.
 - b. Services rendered outside the scope of this project without the prior approval of the DEDEAT Programme Manager will not be reimbursed.
 - c. Should a prospective service provider/consortium choose to work in a consortium with others, DEDEAT will confine its contractual dealings with the primary service provider/consortium
 - d. All Project Team Members must provide a list of Four (4) references who can be contacted to provide an assessment of the Project Team Members who will be working on this project as well as Service Provider's ability and /or performance on similar previous assignments.
 - e. References cited must have knowledge of the Project Team Members and Service Provider's work in all the elements for meaningful comparisons to be made. If the references cited are unable to give meaningful assessments of the Project Team Members and Service Provider's previous work then the scores will reflect this.
 - f. Curriculum Vitae's of the Project Team members MUST be attached to the proposal document.
- 9.2. Bidders rates should not exceed those prescribed by the office of the Auditor-General of South Africa (AGSA) or Department of Public Service and Administration (DPSA).
- 9.3. DEDEAT reserves the right to invite shortlisted companies to conduct presentation of their bid proposals for final decision.

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- 9.4. The tender will be awarded subject to a legally enforceable contract being entered into between the preferred bidder and DEDEAT, which will impose material terms and conditions of the contract applicable to the parties in rendering the intended services.
 - 9.5. DEDEAT is not bound to select any of the firms submitting proposals. DEDEAT reserves the right not to award the contract to the lowest bidding price as well as to renegotiate the bid of the preferred applicant.
 - 9.6. DEDEAT will not be held responsible for any costs incurred by the bidder in the preparation and submission of the bid and DEDEAT reserves its right to terminate the contract at such earlier time as it may decide suitable, should the Service Provider have completed the provision of the services in terms of the contract prior to the expiry of the 18 (eighteen) month contract term.
 - 9.7. The service provider must be cleared by the National Treasury as per section 28 of the Prevention and Combating of Corrupt Activities Act, (act 12 of 2004) and the department will implement the law, especially section 28(3)(iii).
 - 9.8. Bidders must comply with all procurement conditions of the department, including the provision of valid tax clearance certificates;
 - 9.9. Preferential Procurement Policy Framework Act (PPPFA) principles shall apply; submissions will be evaluated according to the provisions of that Act;
 - 9.10. The service provider will undergo vetting by the State Security Agency and may be disqualified or discharged if appointed, if it does not meet the security level required (see the Service Level Agreement).
 - 9.11. Report any known or suspected corruption involving the state to 0800 701 701 as is also required in terms of section 34 of the Prevention and Combating of Corrupt Activities Act, (Act 12 of 2004)

VALIDITY PERIOD

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

CONTRACT PERIOD

The contract period will be a maximum of 18 months.

SUBMISSION OF PROPOSALS

Only bids from registered entities on the Central Supplier Database (CSD) will be considered. You are requested to submit a costed proposal for delivering the specified services on behalf of the DEDEAT. One original and two photocopies of the completed proposal shall be placed in a sealed envelope clearly marked: "CLIMATE CHANGE DISTRICT NODAL RECYCLING AND WASTE MANAGEMENT SYSTEM" and deposited in the Bid Box located at Department of

Economic Development, Environmental Affairs and Tourism, 2nd Floor Chungwa House, Corner of Independence Avenue and Siwane Avenue, Bhisho, 5605.

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

RETURNABLE DOCUMENTS

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

For bid enquiries contact:

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For technical enquiries contact:

Mr. T. Polasi
Professional Scientist: Waste Management
Interim Manager: Climate Change
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Or

Ms. Cynthia Nong
Chief Director
Environmental Affairs
e-mail: Cynthia.Nong@dedea.gov.za

APPROVAL OF TERMS OF REFERENCE

Name	Mr L. Nondlebe	Mr. T. Polasi	Mrs. C. Nong	Mr. D. Kentane	Ms: K. Mayile	Mrs: Sibongile Jongile	Ms. Mickey Mama
Position	Control EO: Climate Change	Professional Scientist: Waste Management Interim Manager: Climate Change	Chief Director: Environmental Affairs	Bid Specifications Committee Chairperson	Director: SCM	Chief Financial Officer	Head of Department
Action	Compiled by	Reviewed by	Recommended / not recommended	Recommended / not recommended	Recommended / not recommended	Recommended / not recommended	Approved / not approved
Comments			Recommended		Supported	Recommended	approved
Signature							
Date	14/04/2025	10/09/2025	Sep 16, 2025	Sep 17, 2025	Sep 17, 2025	Sep 17, 2025	Sep 18, 2025










OR Tambo ToR for implementation of District Nodal Recycling 2025-26

Final Audit Report

2025-09-18

Created:	2025-09-16
By:	Phumeza Gxala (Phumeza.Gxala@dedea.gov.za)
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"OR Tambo ToR for implementation of District Nodal Recycling 2025-26" History

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-  Document e-signed by Mmanare Cynthia Nong (cynthia.nong@dedea.gov.za)
Signature Date: 2025-09-16 - 10:31:41 AM GMT - Time Source: server
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 Signer khonaye.mayile@dedea.gov.za entered name at signing as Khonaye Mayile

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