

**Terms of Reference: Engineering Design Development of  
Internal Services for Namakwa Special Economic Zone  
(NamSEZ) Infrastructure, together with the enhancement of  
the NamSEZ initial Business Plan ensuring a sustainable  
development pathway of the zone.**



**Address : NCEDA Office(Former Quinn House)**

**Corner Quinn and Villiers str**

**Kimberley**

**8300**

**Tel: 053 110 0289**

**[www.nceda.co.za](http://www.nceda.co.za)**

**BID:** Appointment of a Professional Service Provider for Engineering Design Development of Internal Services for Namakwa Special Economic Zone (NamSEZ) Infrastructure, together with the enhancement of the NamSEZ initial Business Plan ensuring a sustainable development pathway of the zone.

**CONTRACT PERIOD:** Concluded on appointment.

**REPORT TO :** Mr Hendrik Louw and Mr Shawn Modise

**APPOINTMENT BY:** Northern Cape Economic Development Trade and Investment Promotion Agency.

**BID VALIDITY PERIOD:** 120 days.

**CLOSING DATE:** 10 MAY 2024

**TIME:** 11H00

**TENDER NUMBER:** NCEDA/PMU25/001

**COMPULSORY BRIEFING SESSION TO BE HOSTED VIRTUALLY ON 17<sup>TH</sup> APRIL 2024 AT 10H00 AND INTEREST PARTIES TO PROVIDE EMAIL ADDRESSES FOR LINK TO BE SHARED BY THE 15<sup>TH</sup> APRIL AT [tenders@nceda.co.za](mailto:tenders@nceda.co.za)**

**PROPOSALS MUST BE HAND DELIVERED OR COURIERED TO THE ADDRESS BELOW**

**SUBMISSION STATION: NCEDA Office (Former Quinn House)**

**Corner Quinn and Villiers street**

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**8300**

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**EMAILED AND/OR FAXED PROPOSALS WILL NOT BE ACCEPTED**

## **BACKGROUND**

The Namakwa SEZ (Special Economic Zone) is a planned special economic zone that is located in the Northern Cape province of South Africa, 14 km east of the town of Aggeneys, in the Namakwa District Municipality.

The intent of the SEZ is to bolster industrial development in this region and enhance beneficiation of the region's natural mineral resources. The Namakwa SEZ will offer various incentives and benefits to investors such as reduced corporate tax rates, customs duty exemption, VAT relief, infrastructure support and streamlined regulatory processes. The SEZ will also leverage the renewable energy potential of the region to provide green and reliable power to the industries. The SEZ is expected to create jobs, boost economic growth, and attract foreign investment to the Northern Cape. The SEZ is also expected to improve the quality of life in the Northern Cape by providing better infrastructure and services. The SEZ will help to diversify the economy of the Northern Cape province, which is currently heavily reliant on the mining sector.

The anchor project of the Namakwa SEZ will be the Gamsberg Zinc smelter (Vedanta Zinc International) which is home to the largest Zinc deposit mine in the world and the adjacent to Gamsberg Zinc mine that will process the zinc concentrate from the mine and produce zinc metal and by-products such as sulphuric acid. The smelter will create jobs, add value to the raw material, reduce transport costs and carbon emissions.

It is envisaged that the Namakwa SEZ will also attract downstream industries that will use the products from the smelter for various applications such as fertilisers, explosives, paints, batteries and galvanising. These industries will diversify the economic base of the region and create further employment and skills development opportunities.

NamSEZ can be contextualized as follows:

- Based along the Northern Cape Industrial corridor connects the SEZ to other mining industries, including, manganese, iron ore and semi-precious gems.
- It lies on the N14 to Cape Town and Gauteng, thus providing a platform for export to SADC.
- It will provide access to regional markets in Sub-Saharan Africa.
- It will also provide access to national routes and the Port of Saldanha and Port of Cape Town.
- It will unlock opportunities to access the West Coast of Africa.
- It is expected to result in exponential growth in the agriculture industry in the region along the Orange River basin.
- The area is described as arid and semi-desert, which is ideal for renewable energy sources such as solar farms.

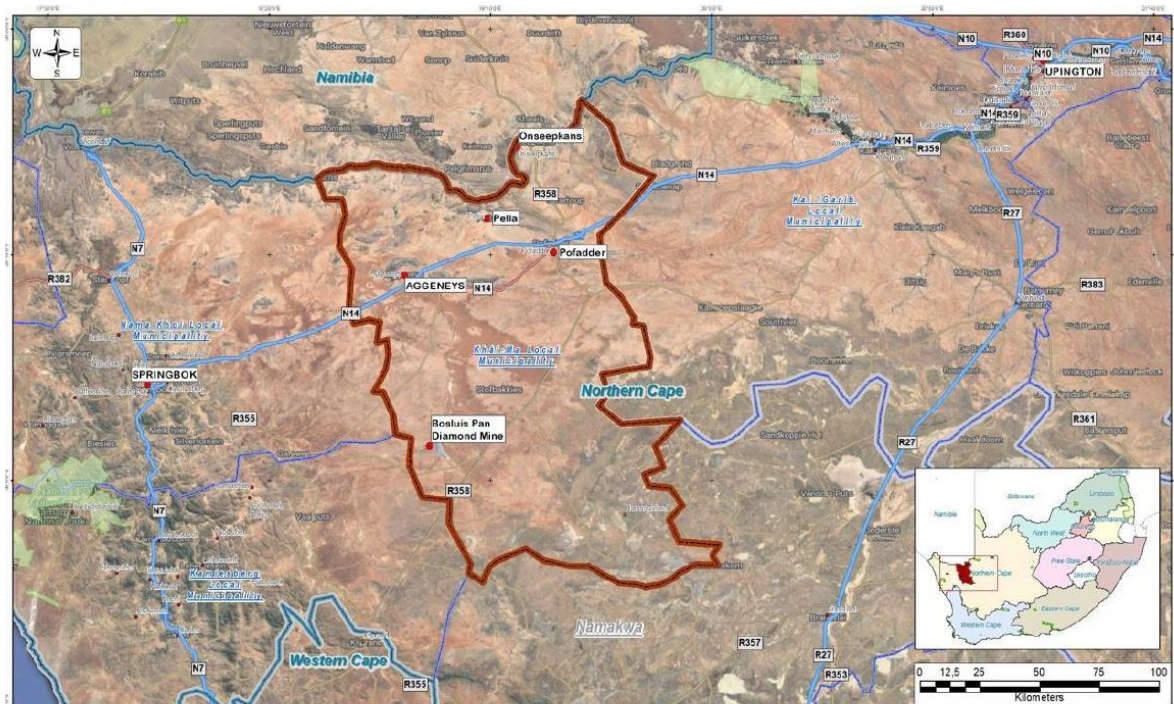
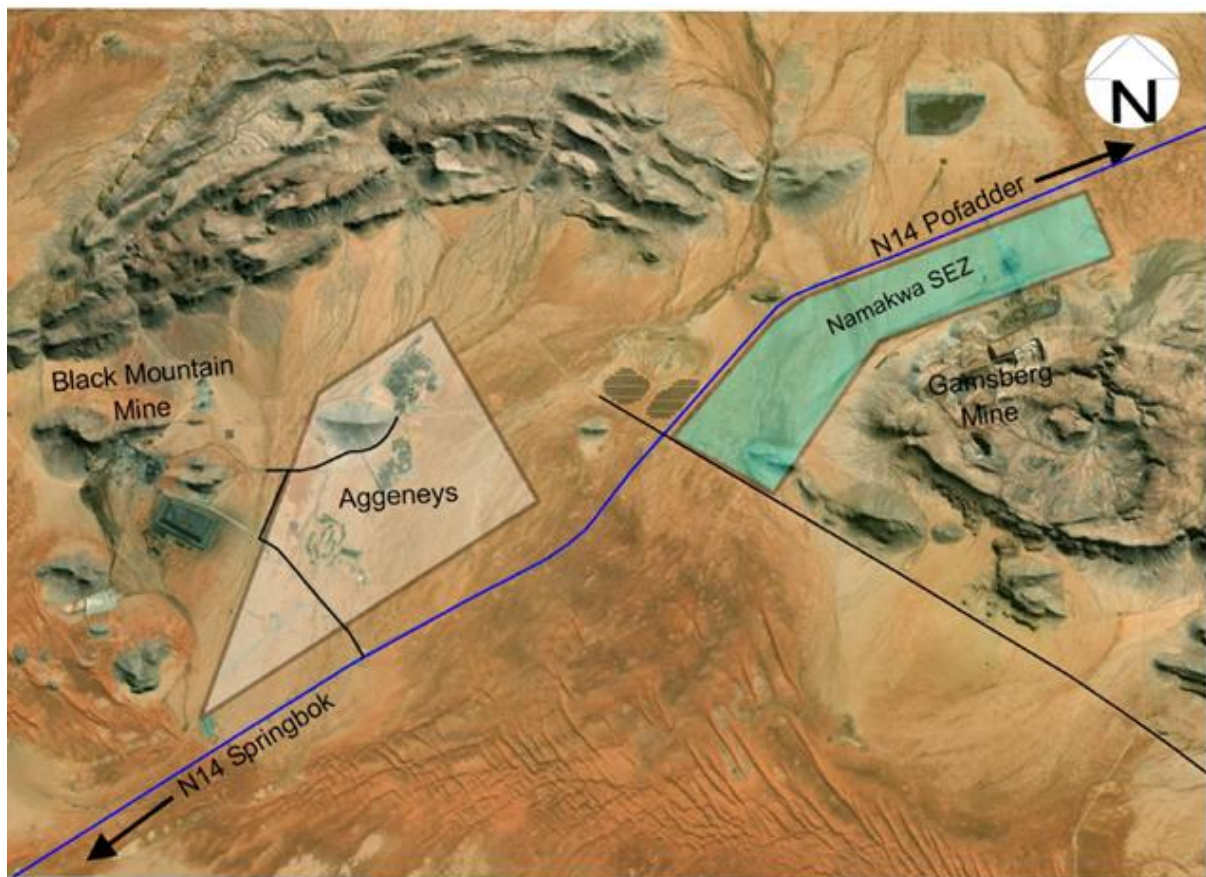


Figure 1-1: Aggeneys Locality within the Khai Ma Municipality (KMM)

### Extent of the study area

The Namakwa SEZ will be located on a portion of RE/57 of the Farm Aroams 57 Portion 1 of the farm Bloemhoek 61 property Aggeneys in the Khai Ma Local Municipality, in the Northern Cape Province. The SEZ is located approximately 14 km east of the town of Aggeneys, along the southern border of the N14.

Aggeneys is located approximately 165 km east of Springbok and 50 km south of the border with Namibia. Aggeneys was established in 1976 and is a mining town that hosts the Black Mountain Mine, an underground base-metal operation that produces zinc, lead, copper and silver. Aggeneys is situated in a semi-desert landscape with diverse and complex geology and ecology.



**Figure 1-2 Namakwa SEZ site**

## 1. **PURPOSE:**

The Namakwa SEZ Special Economic Zone (NamSEZ) represents a visionary endeavour in the heart of South Africa's Northern Cape region, aimed at driving economic growth, fostering job creation, and encouraging international investment. Anchored in one of the nation's most resource-rich landscapes, the SEZ is more than just a geographical location; it stands as a testament to the potential of combining natural resources, innovative infrastructure, and strategic economic planning.

Over the past few years, rigorous concept level studies have been undertaken to assess the viability and potential of the zone. These studies have been pivotal in shaping the vision and direction for the SEZ, highlighting the critical areas of development and infrastructure that would be essential for its success.

The SEZ is now at a transformative juncture. The findings and recommendations from these concept level studies are poised to transition towards their final design phase (detailed design). This crucial transition will set the stage for the subsequent implementation of key infrastructure items that are fundamental to the SEZ's operational success.

- a. The Northern Cape Economic Development, Trade, Investment and Promotion Agency (NCEDA) is responsible for the development and management of NamSEZ.
- b. The NamSEZ aims to enhance its initial business case to ensure sustainability and optimize operational modalities. As part of this initiative, we are seeking proposals for the development of internal service detailed design engineering. The selected firm will be responsible for providing advice, financial analysis, time planning, viability assessment, and recommendations to enhance the NamSEZ project.
- c. The NamSEZ aims to attract investment, promote economic growth, and facilitate industrial development in the region.
- d. As part of the development plan, improved infrastructure is required to support firms and tenants operating within the zone. This includes warehouses and office buildings, roads, electricity, water, and telecommunication services together with ancillary infrastructure (Inner Battery Limits) linked to the Bulk from the gate (Outer Battery Limits).
- e. The design development of internal services is crucial for ensuring that the infrastructure meets the needs of businesses while complying with regulatory requirements and environmental considerations.

## **2. STUDY OBJECTIVES:**

The appointed service provider will be provided with the business case previously compiled by the team, a technical feasibility, the preliminary infrastructure masterplan which outlines the initial development pathways for the SEZ and ancillary town development as well as any project level information which serves to supplement and enhance the scope this work package. The objectives of this work package are to:

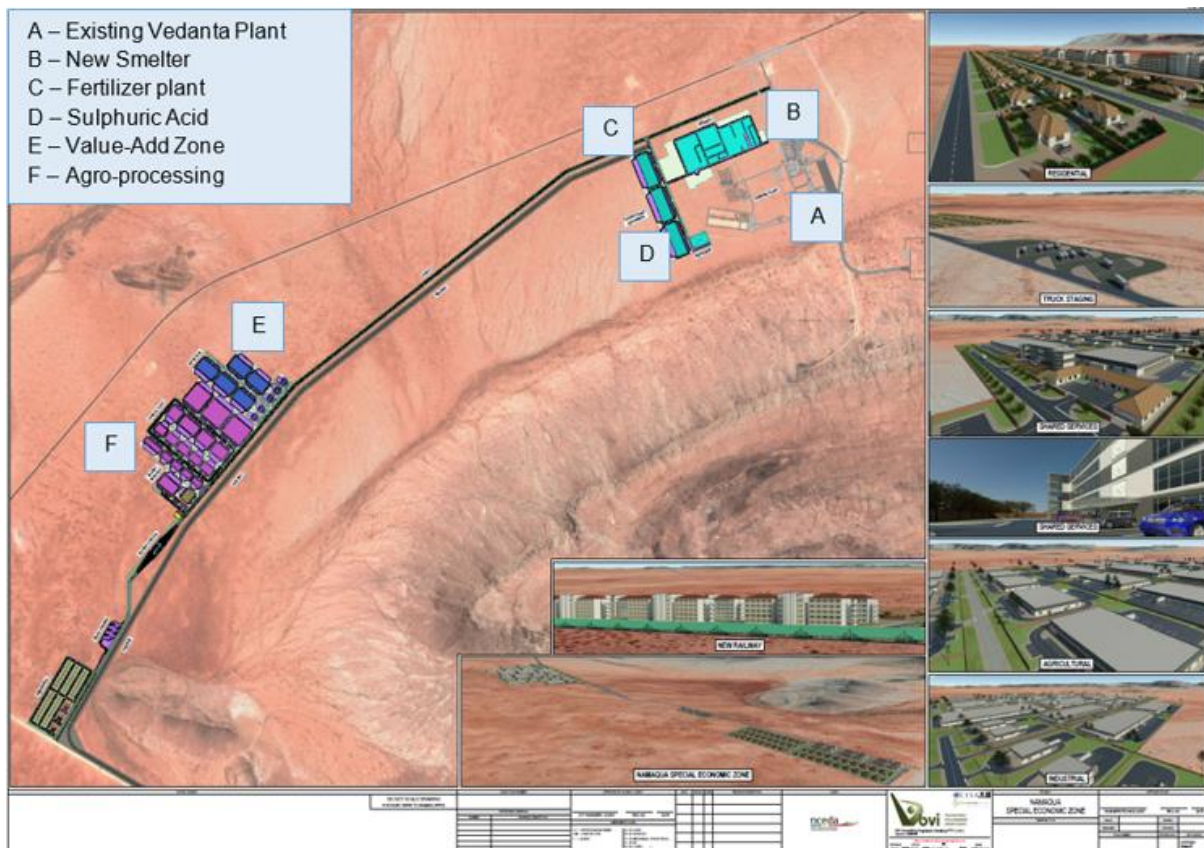
- a. To design develop of internal services infrastructure for the Special Economic Zone in accordance with regulatory requirements and industry standards.
- b. To ensure that the infrastructure supports the operations of firms and tenants within the zone, facilitating their growth and success.
- c. To consider spatial planning and environmental impacts in the design and development process, minimizing adverse effects on the surrounding area.
- d. Submit the necessary design documentation to local and other authorities for approval.
- e. To adhere to the principles of the Public Finance Management Act and related procurement rules throughout the project lifecycle by assessing the financial viability of the Namakwa SEZ business case.



The Namakwa SEZ will focus on developing the following zones:

- Value-add – Heavy Industry (Noxious industry)
  - Zinc ore processing plant,
  - Zinc smelter,
  - Sulphuric acid and fertilizer section,
- Value-add – Light industry
  - Mining suppliers
  - Service providers to the mining industry
  - Solar farms
- Agro-processing
  - Agro processing facilities
  - Cool rooms
  - Storage
  - Consolidation
  - Packaging
- Shared services
  - Offices
  - Weighbridge
  - Training centre and Incubator
  - Security and Access Control
  - Truck staging

The map below provides an overview of the proposed layout of the Namakwa SEZ site.



**Figure 1-4 Namakwa SEZ layout detailed.**

### **Namakwa SEZ infrastructure services demand**

A infrastructure master plan was developed to determine the infrastructure services demand for the Namakwa SEZ. This can be summarised as follows:

#### **i. Water**

The total demand for the SEZ is based on the various industries that are planned which amounts to approximately 26 ML/D. The proposed water demand breakdown is based on the smelter, concentrator and the rest of the SEZ;

- Smelter and concentrator demand is 22 ML/D and
- Rest of the SEZ 3.884 ML/D demand

The water will be fed to the SEZ from the Pella abstraction point through a 600mm pipeline to gate (SEZ site).

A new 2 ML/D balancing reservoir is to be built at Horseshoe for the new 600 mm dia. line. The reservoir will function with the two already existing reservoirs (BMM Horseshoe and Gamsberg Horseshoe). From New Horseshoe, the water will be able to gravity flow to Gamsberg for the smelter and the conductor and

to the SEZ Reservoir. The reservoir at the SEZ will have a capacity of 4 ML/d and will allow for 24-hour storage and the internal reticulation system to supply the different industries within the SEZ.

## **ii. Sanitation**

Wastewater treatment works: Within the SEZ development area, there are no piping systems or wastewater treatment works available. The wastewater facility at the Gamsberg mine will handle the wastewater from the Concentrator and the Smelter. The SEZ wastewater will be handled in the SEZ area. The wastewater volumes are based on the water demand calculations for the SEZ development. The total wastewater effluent for the SEZ is 928.3 Kl/day.

An activated plant sludge system and effluent treatment plant are required for this plant is self-contained and can treat domestic waste. The plant will have buffer tanks, activated sludge reactors, aeration, clarification, and disinfection processes. Separate systems will be used for the mines, SEZ, and the housing area, as the demand and the type of effluent produced by these areas are different in outflow. The plant will not accommodate toxicities like pesticides. Industries with toxic waste will be responsible for treating and disposing of such waste. The waste generated at the plant will have to be disposed of at regular intervals.

Sewer Network: An internal sewer network for the SEZ area will be required for the effluent produced by the different institutions in the SEZ area. The sewer network will reticulate within the road reserves and midblock of the different institutions within the SEZ. The sewer network will include main lines, house connections, and manholes (To perform inspection, cleaning, and removal of any obstruction present in the sewage line). The effluent will gravitate to the wastewater treatment works within the SEZ area.

Pump stations: There are two pump stations required for this development, The pump stations are there to assist where the topography does not allow for effluent to be carried naturally by gravity. The two pump stations will be located on the south side and the southeastern side of the SEZ development. The installed pump stations should allow for remote monitoring for operators to keep updated on the system functioning without having to be on site. An internal sewer network for the SEZ area will be required for the effluent produced by the different institutions in the SEZ area. The effluent will gravitate to the wastewater treatment works within the SEZ area.

## **iii. Stormwater**

The stormwater pipes should have a minimum size of 600mm Ø and Class 100D with a minimum slope of 1:100. The recommended minimum pipe cover is 800mm around the developable areas and 1m elsewhere in the SEZ. The stormwater collection points are 2m kerb inlets. Manholes and junction boxes should be provided for the maintenance of the pipelines.

Culverts should be provided at locations where the road crosses the riparian area to prevent flooding of the road during the rainfall seasons. Floodline studies, where applicable, and stormwater layouts of the individual developable areas should be done upon development of each site. Culverts should be provided for the locations where a road crosses the riparian area.

#### **iv. Internal Roads and roads linking to the Namakwa SEZ**

The roads in the Namakwa SEZ will consist of Class 3, Class 4 and Class 5 roads. The access roads in the Namakwa SEZ will intersect with the Provincial Loop 10 gravel Road, a Class 3 Road to the west and with the access to the Gamsberg mine to the east. The Access Management Requirements for Class 3 to 5 roads. Two accesses will be provided to the Namakwa SEZ. The first access position is at the existing access to the Gamsberg mine, i.e. the N14 / Access to Gamsberg mine intersection. An internal access road will be provided off this Gamsberg access road providing access to the Namakwa SEZ. The second access will be provided off the Loop 10 gravel road. Road will need to include Bus Laybys Including Shelters and Sidewalks.

#### **v. Energy and electrical works**

Electrical demand is split into the SEZ and smelter demand. The Gamsberg smelter development through VZI is already in the process of negotiating with Eskom to upgrade the electrical supply to the mine. This comprises a new 132kv overhead line with a capacity of 260MVA. This will be sufficient for the new planned smelter as well as an allocation of 50MVA to the proposed SEZ development. This therefore requires electrical infrastructure for the SEZ which includes:

SEZ/Substation: The bulk supply must feed a new 132kV/11kV substation dedicated to the 11 kV power distribution within the SEZ development area. The substation will be complete with two transformer bays but only one transformer of 40MVA will be installed as a first phase. The second transformer of 40MVA will be installed as soon as the electrical demand in the SEZ requires an extension to the substation. The substation yard will make provision for a control room and outside circuit breakers feeding the 11kV lines into the SEZ. An area of at least 70m x 70m must be allocated for the proposed substation.

SEZ / Medium Voltage Distribution: The 11 kV power distribution will be done overhead due to its cost effectiveness, ease of operations, and maintenance, 11m wooden poles and a "Wolf" conductor will be utilized with internal ring feeds to ensure reliable power at all times.

Transformers and/or miniature substations will be installed at key points to distribute low voltage power where applicable. The low voltage power distribution and streetlights will be done on the same wooden poles as discussed earlier; the routing will be the same where possible to utilize poles for multiple services.

#### **vi. Solid Waste**

A transfer station is proposed to be situated within the Namaqua SEZ. The transfer station will be a temporary holding facility, where hazardous and general waste can be stored and accumulated before being transported away. The waste created within the SEZ must be handled in an environmentally friendly way to be disposed of.

Solid Waste perspective, the following infrastructure will be required for the implementation of the SEZ:

- Transfer Station
- New General Waste Landfill for the Area
- 

#### **vii. Telecommunications**

The possible provision of a Cell phone Network Tower and telecommunications network- According to the 2019 Khai-Ma Revision document, Aggeneys currently has access to Cell C and MTN Cellphone Network towers.

#### **viii. Fencing**

The existing fence currently runs around the Namakwa SEZ site boundary, next to the N14 and Loop 10 existing road. There is a requirement for a clear view fence with two guard houses at the access points.

### **4. SCOPE OF WORK: (PACKAGE 1) TECHNICAL**

- a. Develop the approved concept to finalise the design, outline specifications, cost plan, financial viability and programme for the Special Economic Zone development, including real estate development, roads, electricity, water, sanitation, and telecommunication services. *At a conceptual level these have been ideated and now will have to be enhanced to ensure shovel readiness (Stage 3: IMDS and PMBOK – Detailed Design)*
- b. Develop detailed design plans for each aspect of the internal services infrastructure, considering factors such as capacity, functionality, sustainability, and cost-effectiveness.
- c. Develop design plans for perimeter fencing and guard house for the two access points for the Namakwa SEZ site.
- d. Ensure that the design plans comply with relevant regulatory requirements, the South African and International standards, and codes of practice or the industries contemplated in the initial business plan.
- e. Conduct spatial planning assessments and land surveying services to determine the optimal layout and configuration of infrastructure components within the zone. *(Already proposed through*

township establishment application which is underway) – Information to be provided to the successful Professional Service Providers (PSP).

- f. Assess potential environmental impacts associated with the infrastructure development and propose mitigation measures to minimize adverse effects.
- g. Prepare detailed cost estimates and project schedules for the design and implementation of the internal services infrastructure.
- h. Propose the procurement process, including the evaluation of proposals criteria, contractors' selection criteria that ensure transparency and fairness in procurement phase.
- i. Provide project management plan for the implementation phase, including a phased approach to implementation, a monitoring program, a risk management matrix, and any other proposals for implementation.
- j. Facilitate, coordinate and management engagements with relevant stakeholders, including government agencies, regulatory bodies, investors, and community representatives, to ensure alignment and support for the project objectives.
- k. Provide Design development drawings, Working Drawings, Outline Specifications, Detailed Cost Estimates, Design Report, Baseline Programme, Fire Plans and Data Sheets and Equipment/materials Lists

**Scope of Work: (Package 2) – Commercial**

- a. Advising on the optimal organization and business structure for developing and operating NamSEZ.
- b. Analysing the overall optimal financial structure of NamSEZ, including land acquisition, fundraising options, debt-equity ratios, and sources of funds for land acquisition and Internal Services.
- c. Preparing an actionable time plan detailing the various developmental phases and their supporting actions, due consideration of the initial business plan, with enhancements to enable sustainability and growth pathways.
- d. Assessing the overall financial viability and investment outlay of the NamSEZ initiatives, aligning with the development plan and phasing.
- e. Providing final recommendations based on a detailed assessment of socioeconomic and financial benefits to the proposed NamSEZ.
- f. Assessing issues related to environmental regulations, clearances, and approvals, ensuring compliance with relevant standards and regulations.

## **5. DELIVERABLES:**

### **Technical**

- a. Inception report
- b. Detailed design development drawings and working drawings for internal services infrastructure, including real estate layout, road networks, electrical grid, water supply system, perimeter, fencing, guard houses and telecommunication infrastructure.
- c. Spatial planning assessments and environmental impact assessments, with mitigation measures identified and incorporated into the design.
- d. Prepared detailed cost estimates and project schedules for the design and implementation phases, including procurement timelines and budget allocations.
- e. Prepare equipment/materials list and bill of quantities for all equipment/materials
- f. Delivery of a topographical survey (including aerial photography, field and cadastral survey, survey mapping and servitude reporting)
- g. Procurement documentation, including RFPs (requests for proposals), tender documents, and contract specifications, prepared and issued to market.
- h. Procurement process managed in accordance with regulations, with contractors selected and contracts awarded through a transparent and competitive process.
- i. Project management support provided throughout the implementation phase, ensuring that milestones are met, risks are identified and mitigated, and issues are addressed promptly.
- j. Facilitate and manage regular progress meetings, updates and reports with stakeholders, with clear communication channels established to address concerns and provide feedback. This through a working group committee to participate in meetings during the design of the project.
- k. Final documentation, including detailed design drawings, technical specifications, and project reports, compiled and submitted for record-keeping and future reference.

The inception report must outline the progress report back sessions, at least monthly (if there is need), and the Consultants must be able to present on power-point at every meeting. Some report back sessions would be conducted on site in consultation with the Gamsberg mine and the Khai Ma Municipality.

All final reports should be submitted in soft copies and hard copies. Soft copies should be saved as word documents AND PDF digitally and hard disk drive (3 copies of each), and the hard copies (3 copies of each) must be bound, with the front cover indicating the NCEDA and Namakwa SEZ logo.

The layout plans and drawings (A0 size) should be printed (3 copies each) and saved on (3) Hard disk drives. Consultants will also be expected to provide NCEDA with all the natives files and records.

## **Commercial**

- a. Inception report
- b. Detailed reports on optimal organization and business structure, financial structure, fundraising options, and debt-equity ratios.
- c. An actionable time plan outlining developmental phases and supporting actions.
- d. Financial modelling including but not limited to sensitivity analysis and
- e. Financial viability and investment outlay analysis reports.
- f. Recommendations based on socioeconomic and financial benefits assessment.
- g. Assessment reports on environmental regulations, clearances, and approvals.
- h. Development of a risk register for the project lifecycle.

## **6. SUBMISSION REQUIREMENTS:**

Interested firms are requested to submit the following:

- a. Company profile highlighting relevant experience and expertise. The development team for this work package should consist of but not be limited to a project engineer, architects, quantity surveyors, electrical and civil engineers and industry specialists.
- b. Proposal of methodology and approach for the scope of work. This should include but not be limited to the implementation schedule, the approach to output specification, design development drawings, detailed estimates based on standards and codes of practice.
- c. Financial proposal detailing work package costs and payment terms.
- d. Proposed timeline for project execution.
- e. Any additional relevant documentation or credentials.
- f. Submission of proposals to be clearly divided into Package 1 and Package 2.
- g. Submission of a Quality Assurance System. This should be provided where the employer requires that a quality management system or quality assurance services, ensuring monitoring services, be applied to the project, these are in addition to normal services provided by the consulting engineer and to be specifically defined through certifications/ agreements or any other acceptable quality standards.
- h. The Namakwa SEZ detailed design must be aligned with the visions and targets outlined in various source documents which will be made available to the appointed Service Provider. The sector strategies and plans to be considered, including all Master Plans, are as follows but are not limited to: It is essential that the above plans are read in conjunction,
  - The Integrated Development Plan (IDP) and the,

- Spatial Development Framework (SDF) and Precinct Plans to ensure that they support the growth direction proposed for the municipality or highlight areas that need to be reconsidered in terms of the SDF. Proposals should all take cognisance, reference, and include those available,
- Geotechnical investigation
- Traffic impact assessments
- Environmental strategies and plans,
- Local Economic Development strategies and plans,
- Social services strategies and plans,
- Urban Renewal Strategy.

## **7. TIMELINE:**

- a. The design development of internal services infrastructure is required to be completed within the 2024/25 financial year to ensure alignment and integration with the Bulk Infrastructure for funding and finance windows, with implementation to follow thereafter.
- b. The project will be divided into distinct phases, with specific milestones and deliverables outlined in the project schedule.
- c. Regular progress reviews and updates will be conducted to ensure that the project remains on track and that any issues are addressed in a timely manner.

## **8. EVALUATION CRITERIA:**

This is a three-stage evaluation process which consists of the stage 1 – Prequalification, stage 2 – evaluation of functionality/technical proposal and stage 3 -evaluation of the pricing proposal.

**Stage 1-** Prequalification Process: During this phase, bid responses will be reviewed for purposes of assessing compliance with RFP (requests for proposals) requirements including the general bid conditions and the Specific Conditions of Bid.

**Stage 2** is to evaluate the functionality/technical proposal. This means that the technical proposal must be clearly separated from the financial proposal within the comprehensive submission.

- a. Proposals will be evaluated based on the functionality criteria such as technical expertise, experience, proposed methodology, compliance with regulatory requirements, and cost-effectiveness.

**b. Functionality criteria**

The Technical Proposal Assessment will carry 100 points. Bidders must obtain at least 70% to qualify on functionality. Bidders who do not achieve the minimum of 70% will be disqualified. Section 1 of TOR provides the technical weightings.

<b>CRITERIA</b>	<b>WEIGHT/ TOTAL POINTS CLAIMABLE</b>	<b>MAXIMUM POINTS AWARDED</b>
<b>1.2.1</b> <b>Company Proven experience.</b> Bidders to submit References, Testimonial Letters or factual proof for 10 completed Infrastructure Projects that were completed within the past 10 years or more. Projects must cover Engineering Council of South Africa (ECSA) stages.  The letters, reference or proof should address the scope of the project, duration, and cost of the project previous projects.	<b>30</b>	
<b>1.2.2</b> <b>Financial Capability</b>	<b>10</b>	
<b>1.2.3</b> <b>Human Resource Capabilities</b>	<b>25</b>	
a. The structure and composition of the proposed team and team leader, clearly outlining the main disciplines/specialties of this project and the key personnel responsible for each specialty.  CVs of all key personnel; and the CVs must clearly highlight qualifications, areas of experience/competence relevant to the tasks and objectives of this project as outlined above.		
b. Proven experience of ability to coordinate and communicate effectively with a widely dispersed project stakeholder group		

<b>1.2.4 Methodology</b>	<b>30</b>	
a. Proposal clearly defined with a systematic layout and demonstrating a clear understanding of the project innovatively.		
<p>a. The bidder's personnel for the proposed team must have relevant qualifications, skills, and 20 years cumulative experience or more in providing engineering, financial, commercial, Technical, business case advisory services of similar industrial infrastructure projects.</p> <p>The team must include the following key technical lead team members with at least ten (10) years' experience in executing business case development and packaging in the industrial infrastructure space as a minimum:</p> <p>Team Lead: Project management and built environment professional with 10 years' experience.</p> <ul style="list-style-type: none"> <li>i. Technical Lead: Civil engineer with 10 years' experience in design and construction.</li> <li>ii. Technical Team: Architect, Quantity surveyors, Traffic, Structural, Electrical, Mechanical and Geotechnical Engineering</li> <li>iii. Four of its key personnel worked in the design and implementation of Civil Works related infrastructure projects for at least &gt;10 years.</li> <li>iv. Economist: Economist with at least 10 years' experience in economic modelling, socio-economic impact assessment and cost benefit analysis.</li> </ul>		
<b>1.2.5 Identified presence or office within the Northern cape</b>	<b>5</b>	
a. Proof of municipal account – 6 months statement		
b. Official functioning office in Northern Cape		
c. Verifiable clients within the Northern cape		
d. Illustrating a clear comprehensive social responsibility within the Northern Cape		
<b>Total points</b>	<b>100</b>	

- c. Preference may be given to firms with demonstrated experience in designing and implementing similar infrastructure projects within the Special Economic Zones, Industrial zones or industrial commercial projects of such value.

**The Third stage** of the evaluation is the pricing proposal in accordance with the 80/20 preference point system. Pricing should be in line with industry standards and code of practice.

## **9. EXPERIENCE**

The company should have undertaken at least three (3) projects of a similar nature and/or magnitude. In the case of a joint venture, the companies should have undertaken at least five (5) projects of a similar nature and/or magnitude. These projects must be clearly indicated in the proposal and contact details for reference purposes must be provided. Projects of a lesser nature and/or magnitude should not be submitted. The company or companies, in the case of a joint venture, must have individually been in practice for a period of at least five (5) years. Adequate proof of this must be submitted. Any company that previously operated under another name, however, will not be disqualified, if adequate proof can be given of a name change the last five (5) years.

## **10. REPORTING AND ACCOUNTABILITY:**

- a. During the execution of this contract, the successful Service Provider will be required to work closely with all the relevant stakeholders, departments and the NCEDA Project Manager.
- b. The service provider will report to NCEDA in accordance with meeting schedule and the Project any others that the Service Provider will deem necessary for the execution of the project.
- c. The project manager will report directly to NCEDA through an established Project Steering Committee providing regular updates on project progress, risks, and issues that need resolution.
- d. Key project milestones and deliverables will be communicated to stakeholders through formal progress reports and meetings, ensuring transparency and accountability throughout the project lifecycle.
- e. The successful bidder will be expected to enter into a Service Level Agreement (SLA) for the delivery of the work package.
- f. NCEDA will retain all its right as the Employer in terms of the professional services contract to be concluded with the successful PSP. Such rights include issuing written notices and instruction to the Service Provider in line with the conditions of contract.
- g. All information captured and or used to generate the outputs of the project remains the property of NCEDA and must be handed over in its totality when the project is closed. NCEDA will retain

copyright and all associated intellectual rights thereof. This document together with all agreements to be or reached during the course of the project become part of the contract. The information must be captured and provided in a digital format as agreed (in writing).

- h. The project will be signed off by the Acting CEO of NCEDA when all the end products have been delivered, a formal presentation has been made to the Project Team and the Acting CEO of NCEDA is satisfied that all requirements have been met.

#### **11. COST OF TENDERING**

NCEDA will not compensate the tenderer for any costs incurred in attending interviews or making any submissions to the office of NCEDA.

#### **12. OUT CLAUSE**

- a. NCEDA reserves the right not to appoint if suitable candidates are not found, at the complete discretion of NCEDA.
- b. NCEDA reserves the right to terminate the contract in the event that there is clear evidence of non-performance. This will be based on meeting minutes, and or reports which will be key milestones upon which payments will be made.

#### **13. SUPPLIER DUE DILIGENCE**

The entity reserves the right to conduct supplier due diligence prior to final award or at any time during the contract period. This may include site visit. A negative report might lead to performance management with its related issues.

#### **14. PAYMENTS**

- a. Payments will be made only for work performed to the satisfaction of the project team in recommendation to NCEDA in accordance with the service level agreement. The service provider will only be paid according to deliverable successfully achieved (per phase), as per approved program of action, to the satisfaction of NCEDA.
- b. Original invoices to substantiate all costs must be provided. The invoices should include the NCEDA's order number that will be provided to the selected service provider upon acceptance of the bid. Invoices must clearly indicate the number of hours spent on the project, for what purpose those hours was spent and to what extent the objectives were achieved.

**15. CONFIDENTIALITY:**

- a. All information provided in response to this RFQ shall be treated as confidential and used solely for the purpose of evaluating proposals and selecting a vendor for the project.

**16. AMENDMENT AND CANCELLATION:**

The issuer reserves the right to amend or cancel this RFQ at any time without liability or obligation to any potential vendor. Any amendments or cancellations will be published in writing to all interested parties and/or through an official platform.

**17. CONTRACTUAL AGREEMENT**

The successful Bidder(s) will be required to enter into a formal contract with NCEDA that shall be based on this bid specification, the accepted bid, and the letter of acceptance. The contractual agreement may be extended by mutual agreement between the successful service provider(s) and NCEDA.

The contract or any part thereof shall not be subcontracted by the Bidder to any other party without the prior written consent after the bid has been awarded. In the event of any sub-contracting, the Bidder shall bear full responsibility for the quality of work carried out by a sub-contractor.

The Bidder shall not, after the bid has been awarded, assign nor cede the contract or any part thereof or any interest therein to any other party without the prior written consent.

Variations and amendments to the contract shall be valid only if they are done in writing and by mutual consent. Any contract between the Offices of NCEDA and the successful Bidder shall be governed by the laws of the Republic of South Africa.

**18. SCM MANDATORY REQUIREMENTS FOR SUBMISSION:**

- i. Consultants will need to demonstrate that they have a clear understanding of these Terms of Reference. Emphasis will be placed on the quality of experience and expertise of the consulting team, the extent that the team can provide the integrated knowledge and expertise required to facilitate decision making processes.
- ii. The following support documents (if PFMA or Auditor General require additional documentation a formal request will be issued) will be required to accompany your quotation to ensure that NCEDA as a 3C government entity remain PFMA compliant:

- iii. A Detailed quotation,
- iv. A Project plan,
- v. A Billing and payment schedule,
- vi. Latest SARS Pin,
- vii. Valid CSD (Central Supplier Database) Report,
- viii. Company profile that will indicate competence and references relevant to this assignment,
- ix. BBBEE Sworn Affidavit / Original BBBEE Certificate,
- x. Consolidated BBBEE certificate or Sworn Affidavit for a Joint Venture,
- xi. Annexure 1 - SBD 1, Invitation to Bid,
- xii. Annexure 2- SBD 3.3, Pricing Schedule,
- xiii. Annexure 3 - SBD 4, Bidders Disclosure,
- xiv. Annexure 4 – SBD 5 The National Industrial Participation Programme,
- xv. Annexure 5 - SBD 6.1, Preference Points Claim in terms of the Preferential Procurement Regulations 2017,
- xvi. General Conditions of a Contract,
- xvii.** Joint Venture - Where Consortia / Joint Ventures / Sub-contractors are involved; each party must submit all. Consolidation of submission to be done by the submitting party.

## **19. CLARIFICATION / QUERIES**

The process of clarification required by a bidder regarding the meaning or interpretation of the specification or any other aspects concerning the bid will be done in writing (letter, or e-mail) the cut-off date for queries is on the closing date of the bid.

The bid reference number should be quoted in all correspondence, with the bidders contact email and telephone contact information.

Technical queries should be directed to [smodise@nceda.co.za](mailto:smodise@nceda.co.za) and copy [hlouw416@gmail.com](mailto:hlouw416@gmail.com).

Supply chain queries to be directed to [tenders@nceda.co.za](mailto:tenders@nceda.co.za)

Queries received will be responded to within three to five working days of receiving them.

## Section 1 - Evaluation Criteria and Weightings

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Bids shall be evaluated in terms of the following process:

A three-stage evaluation process which consists of the stage 1 – Prequalification process, stage 2 – evaluation of functionality/technical of proposals and stage 3 is the evaluation of pricing proposal.

### **1.1. STAGE 1- PREQUALIFICATION PROCESS:**

During this phase, bid responses will be reviewed for purposes of assessing compliance with RFP (requests for proposals) requirements including the general bid conditions and also the Specific Conditions of Bid.

- i. Consultants will need to demonstrate that they have a clear understanding of these Terms of Reference. Emphasis will be placed on the quality of experience and expertise of the consulting team, the extent that the team can provide the integrated knowledge and expertise required to facilitate decision making processes.
- ii. The following support documents (if PFMA or Auditor General require additional documentation a formal request will be issued) will be required to accompany your quotation to ensure that NCEDA as a 3C government entity remain PFMA compliant:
- iii. A Detailed quotation,
- iv. A Project plan,
- v. A Billing and payment schedule,
- vi. Latest SARS Pin,
- vii. Valid CSD (Central Supplier Database) Report,
- viii. Company profile that will indicate competence and references relevant to this assignment,
- ix. BBBEE Sworn Affidavit / Original BBBEE Certificate,
- x. Consolidated BBBEE certificate or Sworn Affidavit for a Joint Venture,
- xi. Annexure 1 - SBD 1, Invitation to Bid,
- xii. Annexure 2- SBD 3.3, Pricing Schedule,
- xiii. Annexure 3 - SBD 4, Bidders Disclosure,
- xiv. Annexure 4 – SBD 5, The National Industrial Participation Programme,
- xv. Annexure 5 - SBD 6.1, Preference Points Claim in terms of the Preferential Procurement Regulations 2022,
- xvi. General Conditions of a Contract,
- xvii. Joint Venture - Where Consortia / Joint Ventures / Sub-contractors are involved; each party must submit all returnable documents. Consolidation of submission to be done by the submitting party.

## 1.2. STAGE 2 - FUNCTIONALITY/TECHNICAL PROPOSAL.

This means that the technical proposal must be clearly separated from the financial proposal within the comprehensive submission.

- a. Proposals will be evaluated based on the functionality criteria such as technical expertise, experience, financial capability, human resource capability, proposed methodology and identifiable presence in the Northern Cape.

### Functionality criteria

The Technical Proposal Assessment will carry 100 points. Bidders must obtain at least 70% to qualify on functionality. Bidders who do not achieve the minimum of 70% will be disqualified.

CRITERIA	WEIGHT/ POINTS CLAIMABLE	TOTAL MAXIMUM POINTS AWARDED
<b>1.2.1</b> <b>Company Proven experience.</b> Bidders to submit Reference, Testimonial Letters or factual proof for 10 completed Infrastructure Projects that were completed within the past 10 years or more. Projects must cover ECSA stages. Company registration with CESA The letters, reference or proof should address the scope of the project, duration, and cost of the project previous projects.	<b>30</b>	
<b>1.2.2</b> <b>Financial Capability</b>	<b>10</b>	
<b>1.2.3</b> <b>Human Resource Capabilities</b>	<b>25</b>	
c. The structure and composition of the proposed team and team leader, clearly outlining the main disciplines/specialties of this project and the key personnel responsible for each specialty.		

CVs of all key personnel; and the CVs must clearly highlight qualifications, areas of experience/competence relevant to the tasks and objectives of this project as outlined above.		
d. Proven experience of ability to coordinate and communicate effectively with a widely dispersed project stakeholder group		
<b>1.2.4 Methodology</b>	<b>30</b>	
b. Proposal clearly defined with a systematic layout and demonstrating a clear understanding of the project innovatively.		
<p>b. The bidder's personnel for the proposed team must have relevant qualifications, skills, and 20 years cumulative experience or more in providing engineering, financial, commercial, Technical, business case advisory services of similar industrial infrastructure projects.</p> <p>The team must include the following key technical lead team members with at least ten (10) years' experience in executing business case development and packaging in the industrial infrastructure space as a minimum:</p> <p>Team Lead: Project management and built environment professional with 10 years' experience.</p> <p>v. Technical Lead: Civil engineer with 10 years' experience in design and construction.</p> <p>vi. Technical Team: Architect, Quantity surveyors, Traffic, Structural, Electrical, Mechanical and Geotechnical Engineering</p>		

vii. Four of its key personnel worked in the design and implementation of Civil Works related infrastructure projects for at least >10 years		
viii. Economist: Economist with at least 10 years' experience in economic modelling, socio-economic impact assessment and cost benefit analysis.		
<b>1.2.5 Identified presence or office within the Northern cape</b>	<b>5</b>	
a. Proof of municipal account – 6 months statement		
b. Official functioning office in Northern Cape		
c. Verifiable clients within the Northern cape		
d. Illustrating a clear comprehensive social responsibility within the Northern Cape		
<b>Total points</b>	<b>100</b>	

#### TECHNICAL PROPOSAL WEIGHTINGS-100 points

##### 1.2.1 Proven experience in executing projects of this nature and magnitude with related services to clients.

<b>Evaluation Criteria</b>	<b>Criteria</b>	<b>Maximum Points</b>
Bidders to submit Reference, Testimonial Letters or factual proof for 10 completed Infrastructure Projects that were completed within the past 10 years or more. Projects must cover ECSA stages. Company registration with CESA  The letters, reference or proof should address the scope of the project, duration, and cost of the project previous projects.	10 Projects or more (5 or more in the Public Sector and 5 or more in the private sector). CESA registration compulsory	30
	7 - 9 Projects or more (4 or more in the Public Sector and 5 or more in the private sector) CESA registration compulsory	20
	4 -6 Projects or more (3 or more in the Public Sector and 3 or more in the private sector) CESA registration compulsory	15

	0 – 3 Projects or more (2 or more in the Public Sector and 1 or more in the private sector) CESA registration compulsory	5
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### 1.2.2 Financial Capability – Income statement, Financial Position, Working Capital

Criteria	Rating
<b>Income statement, Financial Position, Working Capital</b>	
R100 000 ≤ R500 000	1
R500 000 ≤ R 1 000 000	4
R 1 000 000 ≤ R 1 500 000	6
R 1 500 000 ≤ R 2 500 000	8
≥ R2 500 000	10

### 1.2.3 Human Resource Capabilities

- Project management and leadership competence of key personnel.
- Proven experience with certification's with industry bodies and ability to coordinate and communicate effectively with a widely dispersed project stakeholder group.

Criteria	Point allocation criteria	Point allocation	Maximum points
<b>1.2.3 a.</b>  The structure and composition of the proposed team and team leader, clearly outlining the main disciplines/specialties of this project and the key personnel responsible for each specialty.  CVs of all key personnel; and the CVs must clearly highlight qualifications, areas of experience/competence relevant to the tasks and objectives of this project as outlined above.	Bidders to submit detailed CVs of key professionals of different disciplines highlighting Project management and leadership competence	5 points for comprehensive team with the relevant qualifications and CV's of key personnel. (certified qualifications with registered bodies included)	10
		1-4 points for CV's included with little to no clear structure of team with key disciplines.	

<p><b>1.2.3 b.</b></p> <p>The bidder's personnel for the proposed team must have relevant qualifications, skills, and 20 years cumulative experience or more in providing engineering, financial, commercial, Technical, business case advisory services of similar industrial infrastructure projects.</p> <p>The team must include the following key technical lead team members with at least ten (10) years' experience in executing business case development and packaging in the industrial infrastructure space as a minimum:</p> <ul style="list-style-type: none"> <li>– Team Lead: Project management and built environment professional with 10 years' experience.</li> <li>– Technical Lead: Civil engineer with 10 years' experience in design and construction.</li> <li>– Technical Team: Architect, Quantity surveyors, Traffic, Structural, Electrical, Mechanical and Geotechnical Engineering</li> <li>– Four of its key personnel worked in the design and implementation of Civil Works related infrastructure projects for at least &gt;10 years</li> <li>– Economist: Economist with at least 10 years' experience in economic modelling, socio-economic impact assessment and cost benefit analysis.</li> </ul>	<p>Detailed CVs of Professional team leads with 10 years minimum experience and at least 3 years post registration with bodies such as ECSA SACQS, PMP etc ) in the discipline they are bidding for. Project teams to have at least 20 years cumulative experience.</p>	<p>10 -15 points for detailed relevant qualifications with 10 years' experience, 3 years with relevant body registration and project has 20 years cumulative experience.</p> <p>1 - 9 points for relevant qualifications with less than 10 years' experience , &lt;2 years with relevant body registration and project has 20 or less years cumulative experience.</p>	<p>15</p>
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## 1. Methodology

- Proposal clearly defined with a systematic layout and demonstrating a clear understanding of the project innovatively.
- Feasibility of the methodology in achieving the scope of work clearly outlined.

Criteria	Points allocation criteria	Scoring range	Maximum
<p><b>1.2.4 a.</b></p> <p>Proposal clearly defined with a systematic layout and demonstrating a clear understanding of the project innovatively.</p>	Good understanding of Assignment with innovative Approaches	10 -15	15
	Satisfactory understanding of assignment and requirements	4 -9	
	Poor understanding of assignment and requirements	0 - 3	

<b>1.2.4 b.</b>  Clearly demonstrate the methodology in achieving the scope of work clearly outlined with the submission of a detailed project implementation methodology that is specific to this scope of work.  The methodology must address the lifecycle of the project and key to this are the following elements:  1. Project Management  2. Cost Management  3. Schedule Management  4. Quality Management  5. Performance Management	Good demonstration of the methodology in achieving the scope with a detailed project implementation methodology, addressing the project lifecycle elements	10 -15	15
	A limited demonstration of the methodology to achieving the scope with a limited project implementation methodology, addressing limited elements of the project lifecycle elements	4- 9	
	A poor demonstration of the methodology to achieve the scope with a poorly defined project implementation methodology, addressing with limited to no elements of the project lifecycle elements.	0-3	

2. **Identified presence** or functioning office within the Northern Cape

- a. Proof of municipal account
- b. Official functioning office in Northern Cape
- c. Verifiable clients within the Northern Cape
- d. Illustrating a clear comprehensive social responsibility within the Northern Cape. Bidders will be required to show or illustrate an innovative social responsibility to the community e.g. internship, training, donation etc.

<b>Points allocation</b>	0 – Non-Compliance
	5 – Full compliance

### STAGE 3: PRICE PROPOSAL

**Note:**

- a. Price proposal will be evaluated in accordance with the 80/20 preference point system as contemplated in the Preferential Procurement Regulation of 2022, and all bid offers Received shall be evaluated based on the following criteria:

Price : 80

Specific goals : 20

Where functionality is an integral part of the overall evaluation and a minimum of 70 out of 100 points is required on functionality to proceed/qualify for price evaluation.

- b. All prices must be VAT inclusive and must be quoted in South African Rand (ZAR).

The bidder must provide the detailed breakdown of prices as follows or similar:

Estimated construction cost	Activity/ Deliverable	Resource(s)	Percentage based fee	Disbursements	Total Cost (VAT Excl.)
Total DISBURSEMENTS					
TOTAL BID PRICE (VAT EXCL.)					
VAT @ 15%					
TOTAL BID PRICE (VAT INCL.)					

- c. All additional costs associated the bidder's offer must be clearly specified and included in the Total Bid Price.
- d. The bidder must provide a detailed breakdown of the Disbursements as follows:

Cost Element	Cost (VAT Excl.)
Sub-Total Disbursements	

## Price proposal evaluation

Bids will be evaluated applying the 80/20 preference points system in accordance with the Preferential Procurement Regulations, 2022, where points are awarded to bidders on the basis of Price (80) and specific goals (20), using the following formula to calculate points for price:

$$P_s = 80 \left( 1 - \frac{P_t - P_{\min}}{P_{\min}} \right)$$

Where  $P_s$  = Points scored for price of tender under consideration;

$P_t$  = Price of tender under consideration; and

$P_{\min}$  = Price of lowest acceptable tender.

A maximum of 20 points may be awarded to a tenderer for the specific goals specified for the tender.

1. The points scored for the specific goal must be added to the points scored for price and the total must be rounded off to the nearest two decimal places.
2. Subject to section 2(1)(f) of the Act, the contract must be awarded to the tenderer scoring the highest points.

Specific goals

### 80-20 PREFERENCE POINTS

SPECIFIC GOALS	PREFERENCE POINTS
Women	6
People with disabilities	5
Locality	5
Youth	4
TOTAL	20

*Note: Service providers claiming points for the above specific goals MUST provide proof by submitting a valid CSD report.*