

REQUEST FOR PROPOSAL
APPOINTMENT OF A PROFESSIONAL SERVICE PROVIDER FOR THE
PROVISION OF ENVIRONMENTAL MANAGEMENT SERVICES FOR THE
COEGA SPECIAL ECONOMIC ZONE (SEZ) AND PORT OF NGQURA (PoN)
CONTRACT NO: CDC/454/24

The Coega Development Corporation (CDC) is headquartered in the City of Gqeberha, Nelson Mandela Bay Municipality, South Africa, with a strategic operational footprint in South Africa and beyond the borders in the African continent. The CDC's vision is to be the leading catalyst for the championing of socio-economic development. This it seeks to achieve through the development and operation of the 9 003-hectare Coega Special Economic Zone (SEZ), a transshipment hub and a leading investment destination in Africa, providing highly skilled competence and capacity for the execution of quality complex infrastructure and related projects throughout South Africa and selected markets on the African continent, and advisory on the development of industrialisation and logistics zones. The CDC's advanced capabilities are successful enablers in economic zone development and management, real assets management, infrastructure planning and development for National, Provincial, Local Government Departments and State-owned Entities, technology integration while realising related socio-economic impact areas such as skills and SMME development. The foundational culture of the CDC's approach, backed by core values, is innovation and continuous improvement.

The CDC attracts local and foreign investment into the Coega Special Economic Zone (SEZ) and the Nelson Mandela Bay Logistics Park (NMBLP); conceptualises and develops complex, multi-disciplinary projects; and provides programme management, strategic advisory, economic research and human capital services. It manages the entire development and service provision through innovative approaches that combine multi-disciplinary skills.

INVITATION AND SCOPE OF WORK

The Coega Development Corporation (CDC) invites capable and competent Service Providers to submit proposals for appointment of an environmental control officer (ECO) for the Coega SEZ and Port of Ngqura (PoN). The duration of the appointment will be thirty-six (36) months with an option to extend for twelve (12) months.

The work will cover monitoring compliance with Environmental Authorisations and regulatory environmental acts. The detailed scope of work has been covered under section 2 and will cover the following areas:

- a) Environmental compliance monitoring and auditing
- b) Administration
- c) Audits, inspections and site visits
- d) Meetings

CONDITIONS OF TENDER

- (a) The CDC's Procurement Policy and Procedures shall apply.
- (b) The following shall apply:
 - (i) Public Finance Management Act (PFMA);
 - (ii) National Treasury Regulations;
 - (iii) Preferential Procurement Policy Framework Act, 2000;
 - (iv) Preferential Procurement Regulations, 2022;
 - (v) National Qualifications Framework Amendment Act, (12 of 2019);
 - (vi) Skills Development Act, (97 of 1998);
 - (vii) Occupational Health and Safety Act and Regulations, Act (85 of 1993);
 - (viii) Compensation for Occupational injuries and disease Act (130 of 1993);
 - (ix) B-BBEE Act Number 53 of 2003 (as amended by Act number 46 of 2013); and
 - (x) NEMA National Environmental Management Act (107 of 1998);
 - (xi) Disaster Management Act (57 of 2002);
 - (xii) Heritage Resources Act, (Act No. 25 of 1999);
 - (xiii) 2014 Environmental Impact Assessment Regulations as amended;
 - (xiv) National Water Act, NWA (Act No. 36 of 1998);
 - (xv) National Water Act: Regulations regarding the procedural requirements for Water Use Licence Applications and Appeals; and
 - (xvi) Any other applicable legislation.
- (c) The **80/20** preference point system will be used where points allocation will be as follows:
 - (i) Price - **80**
 - (ii) Specific Goals - **20**
- (d) Bidders must be VAT registered and bids must be submitted VAT inclusive. Non-VAT vendors who submit bids for contracts that would, if successful, take their annual turnover above the threshold of R 1 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 contract would be conditional pending the successful bidder submitting proof of registration as a VAT vendor with SARS.
- (e) Bidders must provide proof of registration on the National Treasury's Central Supplier Database (CSD) or provide a Treasury CSD registration number e.g. MAAAO.
- (f) CDC will only award the tender to a bidder who is tax compliant. The tax compliance status of the bidders will be verified through CSD and South African Revenue Services (SARS) website.
- (g) Bidders with less than 51% black shareholding (QSEs & Generics) are to submit a valid SANAS Accredited B-BBEE Verification Certificate (with the full applicable B-BBEE elements). Bidders with more than 51% black shareholding (EMEs & QSEs) are to submit a sworn affidavit stamped and signed by the Commissioner of Oaths as per the DTI B-BBEE template.
- (h) Bidders must confirm their company registration with Companies and Intellectual Property Commission (CIPC) (formerly CIPRO) as CDC will not award any bid to any business that appears on the CIPC List of de-registered businesses. The CDC may verify company registration with CIPC through BizPortal.
- (i) Bidders must complete and sign the POPI Act consent form.
- (j) The ECO shall at all times be independent and act in an objective and unbiased manner, therefore, bidders that will have parallel active projects within the Coega SEZ and/or Port of Ngqura during the tenure of this tender will not be considered.
- (k) Bidders will be evaluated on functionality and are expected to meet a minimum of 60% threshold in order to be evaluated further. The evaluation criteria for measuring functionality and weight of each criterion are provided under Table A1 & A2 of the RFP document.
- (l) The successful bidder will be required to comply with the National Environmental Management Act, (107 of 1998), National Heritage Resources Act, (25 of 1999), Occupational Health and Safety Act and Regulations, Act (85 of 1993), Compensation for Occupational Injuries and Disease Act, Act (130 of 1993), Disaster Management Act, Act (57 of 2002) and, all relevant and applicable legislations throughout the duration of the contract. Upon appointment of the successful bidder, the service provider will be required to develop Occupational Health, Safety and Environmental Management Systems in compliance to the CDC Norms and Standards.
- (m) Public servants are prohibited from doing any form of business with organs of state, whether in their own capacity as individuals or through companies in which they are directors. Verification will be done, and bidders will be disqualified should they be found to be in contravention with the regulations.
- (n) The tender validity period for this project is twelve (12) weeks from closing date. The bid validity will expire on 24 February 2025.
- (o) It is incumbent upon and the responsibility of the Prospective Bidders to submit their full and correct contact details when they download the RFP Document to enable any communication that the CDC might need to issue to all the Prospective Bidders during the bidding process to be realised. The CDC will not be accountable for any such omission or failure by the Prospective Bidders.
- (p) Any misrepresentation of information will lead to immediate disqualification of the Bidder's Submission. It is imperative that the duly authorised person conducts quality control on all the documentation to be submitted to the CDC as part of this RFP and signs the submission as a correct and sound documentation that the CDC could put its reliance on.
- (q) The CDC reserves the right, in its sole discretion, to reject any bid where it appears to the Employer/Client that the bidder does not comply with any of the requirements set out above.

The RFP documents will be available for download from the CDC website (www.coega.co.za) or National Treasury e-tender portal publication from **Friday, 08 November 2024** at no cost. Potential bidders will be required to provide their email addresses on the CDC website before downloading the documentation for correspondence purposes. Potential bidders must therefore ensure that the email addresses are correct.

A **mandatory briefing meeting** will be held on **Monday, 18 November 2024 from 10:00 - 12:00** at the Business Process Outsourcing (BPO) Building auditorium (Discovery Building), 136 Tutu Street, Zone 4 Coega SEZ, Gqeberha, 6001.

Queries relating to this RFP may be addressed to Ms. Zine Mtanda, Unit Head: Supply Chain Management strictly via e-mail: tenderscdc45424@coega.co.za between the period of **08 November 2024 to 25 November 2024**. No new queries received after **25 November 2024** will be considered.

The **closing date** and time for the receipt of complete bid documents is on **Monday 02 December 2024 at 12h00**.

One original completed bid document shall be placed in a sealed envelope clearly marked with:
“CONTRACT NUMBER: CDC/454/24 - APPOINTMENT OF A PROFESSIONAL SERVICE PROVIDER FOR THE PROVISION OF SERVICES OF AN ENVIRONMENTAL CONTROL OFFICER (ECO) FOR THE COEGA SPECIAL ECONOMIC ZONE (SEZ) AND PORT OF NGQURA (PoN)”

Bids are to be placed in the tender box at the **Coega Development Corporation Main Office, Coega Business Centre, Cnr. Alcyon Road & Zibuko Street, Zone 1 Coega SEZ**, RFP documents will not be opened in public; and no late submissions will be considered.

Incomplete RFP Document and failure to provide mandatory information required in this bid will result in the submissions being deemed null and void and shall be considered non-responsive.

Telegraphic, telexed, tippexed, facsimiled, emailed submissions will not be accepted.

No telephonic or any other form of communication with any CDC and/or TNPA member of staff, other than the individual named, relating to this request for tender will be permitted.

All enquiries regarding this tender must be in writing only and must be directed to:
Ms Zine Mtanda, Unit Head: Supply Chain Management; e-mail: tenderscdc45424@coega.co.za

The CDC reserves the right not to accept the lowest proposal in part or in whole or any proposal.

TIP-OFFS ANONYMOUS HOTLINE:
STOP: THEFT / FRAUD / DISHONESTY / BRIBERY /
BLACKMAIL / INTIMIDATION
Call Toll-free TODAY: 0800 007 035 and remain anonymous.