T37/09/2024

APPOINTMENT OF A SERVICE PROVIDER FOR A COMPREHENSIVE BANKABLE FEASIBILITY STUDY, BUSINESS CASE AND SPECIALIST STUDIES FOR NKOMAZI SPECIAL ECONOMIC ZONE

NON-COMPULSORY BRIEFING SESSION

DATE: 11 SEPTEMBER 2024 AT 11:00 AM

VENUE: MICROSOFT TEAMS

LINK: Join the meeting now

BID CLOSING DATE:

24 SEPTEMBER 2024 AT 11:00 AM

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SECTION 1: GENERAL CONDITIONS OF BID

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1. PROPRIETARY INFORMATION

Industrial Development Corporation of SA Ltd (IDC) considers this Request for Proposal (RFP) and all related information, either written or verbal, which is provided to the respondent, to be proprietary to IDC. It shall be kept confidential by the respondent and its officers, employees, agents and representatives. The respondent shall not disclose, publish, or advertise this RFP or related information to any third party without the prior written consent of IDC.

2. ENQUIRIES

2.1. All communication and attempts to solicit information of any kind relative to this RFP should be channelled **in writing** to:

Name:	Ms. Ntombifikile Mokgeseng
Telephone Number:	+27 11 269 3767
Email address:	ntombifikilem@idc.co.za

2.2. Enquiries in relation to this RFP will not be entertained after 16h00 on 18 September 2024.

2.3. The enquiries will be consolidated, and IDC will issue one response and such response will be posted, within two days after the last day of enquiries, onto the IDC website (www.idc.co.za) under tenders i.e., next to the same RFP document.

2.4. The IDC may respond to any enquiry in its absolute discretion and the bidder acknowledges that it will have no claim against the IDC on the basis that its bid was disadvantaged by lack of information, or inability to resolve ambiguities.

3. BID VALIDITY PERIOD

3.1. Responses to this RFP received from bidders will be valid for a period of **120** days counted from the bid closing date.

4. INSTRUCTIONS ON SUBMISSION OF BIDS

4.1. Bid responses must be submitted in electronic format only and must be e-mailed to the dedicated e-mail address as provided herein.

4.2. Bid responses should be in generally acceptable / standard electronic file format/s (i.e., Microsoft suite of products or pdf) to enable access thereto by the IDC for purposes of evaluating responses received. Where documents are presented in a format which cannot be accessed by the IDC through generally acceptable formats, such bid response will be disqualified.

4.3. The closing date for the submission of bids is 24 September 2024 not later than 11:00 AM (before midday). No late bids will be considered. Bids must only be sent to tenders@idc.co.za. Bids sent to any other email address other than the one specified herein will be disqualified and will not be considered for evaluation. It is the bidder's responsibility to ensure that the bid is sent to the correct email address and that this is received by the IDC before the closing date and time in IDC's dedicated tender e-mail inbox / address tenders@idc.co.za.

4.4. Bidders are advised to submit / send its bid responses at least 30 minutes before the 11:00AM deadline to avoid any Information Technology (IT) network congestions or technical challenges in this regard which may result in bid responses being received late. IDC's e-mail servers are configured to receive e-mails with sizes up to 50MB.

4.5. The IDC will not be held responsible for any of the following:

4.5.1. bid responses sent to the incorrect email address;

4.5.2. bid responses being inaccessible due to non-standard electronic file formats being utilised to submit responses by bidders;

4.5.3. any security breaches and unlawful interception of tender / bid responses by third parties outside the IDC's IT network domain;

4.5.4. bid responses received late due to any IT network related congestions and/or technical challenges; and

4.5.5. bid responses with file size limits greater than IDC's e-mail receipt capacity of 50MB.

4.6. Only responses received via the specified email address will be considered.

4.7. Where a complete bid response (Inclusive of all relevant Schedules) is **not received** by the IDC in its electronic email tender box (tenders@idc.co.za) by the closing date and time, such a bid response will be regarded as incomplete and late. Such late and / or incomplete bid will be disqualified. **It is the IDC's policy not to consider late bids for tender evaluation.**

4.8. Amended bids may be sent to the electronic tender box (tenders@idc.co.za) **marked** "Amendment to bid" and should be received by the IDC **before** the closing date and time of the bid.

5. PREPARATION OF BID RESPONSE

5.1. All the documentation submitted in response to this RFP must be in English.

5.2. The bidder is responsible for all the costs that it shall incur related to the preparation and submission of the bid document.

5.3. Bids submitted by bidders which are companies or are comprised of companies must be signed by a person or persons duly authorised thereto by a resolution of the applicable Board of Directors, a copy of which Resolution, duly certified, must be submitted with the bid.

5.4. The bidder should check the numbers of the pages of its bid to satisfy itself that none are missing or duplicated. No liability will be accepted by IDC in regard to anything arising from the fact that pages of a bid are missing or duplicated.

5.5. Bidder's tax affairs with SARS must be in order (tax compliant status) and bidders must provide written confirmation to this effect as part of their tender response.

5.6. In the event that the bidding structure is a Prime Contractor with Sub-contractor/(s), then the Prime Contractor **must** hold the highest percentage allocation in terms of the value of the contract.

6. SUPPLIER PERFORMANCE MANAGEMENT

6.1. Supplier Performance Management is viewed by the IDC as a critical component in ensuring value for money acquisition and good supplier relations between the IDC and all its suppliers.

6.2. The successful bidder shall upon receipt of written notification of an award, be required to conclude a Service Level Agreement (SLA) with the IDC, which will form an integral part of the supply agreement. The SLA will serve as a tool to measure, monitor, and assess the supplier performance and ensure effective delivery of service, quality and value-add to IDC's business.

6.3. Successful bidders will be required to comply with the above condition, and also provide a scorecard on how their product / service offering is being measured to achieve the objectives of this condition.

7. ENTERPRISE AND SUPPLIER DEVELOPMENT

The IDC promotes enterprise development. In this regard, successful bidders may be required to mentor SMMEs and/ or Youth-Owned businesses. The implications of such arrangement will be subject to negotiations between the IDC and the successful bidder.

8. IDC'S RIGHTS

8.1. The IDC is entitled to amend any bid condition, bid validity period, RFP specification, or extend the bid closing date, all before the bid closing date. All bidders, to whom the RFP documents have been issued and where the IDC have record of such bidders, may be advised in writing of such amendments in good time and any such changes will also be posted on the IDC's website under the relevant tender information. All prospective bidders should therefore ensure that they visit the website regularly and before they submit their bid response to ensure that they are kept updated on any amendments in this regard.

8.2. The IDC reserves the right not to accept the lowest priced bid or any bid in part or in whole. It normally awards the contract to the bidder who proves to be fully capable of handling the contract and whose bid is functionally acceptable and financially advantageous to the IDC.

8.3. The IDC reserves the right to conduct site visits at bidder's corporate offices and / or at client sites if so required.

8.4. The IDC reserves the right to consider the guidelines and prescribed hourly remuneration rates for consultants as provided in the National Treasury Instruction 02 of 2016/2017: Cost Containment Measures, where relevant.

8.5. The IDC reserves the right to request all relevant information, agreements, and other documents to verify information supplied in the bid response. The bidder hereby gives consent to the IDC to conduct background checks, including FICA verification, on the bidding entity and any of its directors / trustees / shareholders / members.

8.6. The IDC reserves the right, at its sole discretion, to appoint any number of vendors to be part of this panel of service providers, if applicable (i.e., where a panel is considered).

8.7. The IDC reserves the right of final decision on the interpretation of its tender requirements and responses thereto.

8.8. The IDC reserves the right to consider professional conduct and experiences it had with any bidder which rendered similar services to the IDC in the past 5 years over and above the references put forward by the bidder in its response.

9. UNDERTAKINGS BY THE BIDDER

9.1. By submitting a bid in response to the RFP, the bidder will be taken to offer to render all or any of the services described in the bid response submitted by it to the IDC on the terms and conditions and in accordance with the specifications stipulated in this RFP document.

9.2. The bidder shall prepare for a possible presentation should IDC require such and the bidder will be required to make such presentation within five (5) days from the date the bidder is notified of the presentation. Such presentation may include a practical demonstration of products or services as called for in this RFP.

9.3. The bidder agrees that the offer contained in its bid shall remain binding upon him/her and receptive for acceptance by the IDC during the bid validity period indicated in this RFP and its acceptance shall be subject to the terms and conditions contained in this RFP document read with the bid.

9.4. The bidder furthermore confirms that he/she has satisfied himself/herself as to the correctness and validity of his/her bid response; that the price(s) and rate(s) quoted cover all the work/item(s) specified in the bid response documents; and that the price(s) and rate(s) cover all his/her obligations under a resulting contract for the services contemplated in this RFP; and that he/she accepts that any mistakes regarding price(s) and calculations will be at his/her risk.

9.5. The successful bidder accepts full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on him/her under the supply agreement and SLA to be concluded with IDC, as the principal(s) liable for the due fulfilment of such contract.

9.6. The bidder accepts that all costs incurred in the preparation, presentation and demonstration of the solution offered by it shall be for the account of the bidder. All supporting documentation and manuals submitted with its bid will become IDC property unless otherwise stated by the bidder/s at the time of submission.

10. REASONS FOR DISQUALIFICATION

10.1. The IDC reserves the right to disqualify any bidder which does any one or more of the following, and such disqualification may take place without prior notice to the offending bidder:

- 10.1.1. bidder whose Tax Status is non-compliant, after they have been notified accordingly and still remain non-compliant;
- 10.1.2. bidder who submit incomplete information and documentation according to the requirements of this RFP document;
- 10.1.3. bidder who submit information that is fraudulent, factually untrue, or inaccurate information;
- 10.1.4. bidder who receive information not available to other potential bidders through fraudulent means;
- 10.1.5. bidder who do not comply with any of the mandatory requirements as stipulated in the RFP document;
- 10.1.6. bidder who fail to comply with POPIA requirements as listed herein; and
- 10.1.7. bidder, as the prime contractor, who holds a lower percentage in terms of the value of the contract than any of its subcontractor/(s).

11. RETURNABLE SCHEDULES

Bidders shall submit their bid responses in accordance with the returnable schedules specified below (each schedule must be clearly marked):

11.1. Cover Page: (the cover page must clearly indicate the RFP reference number, bid description and the bidder's name)

11.2. Schedule 1:

- 11.2.1. Executive Summary (explaining how you understand the requirements of this RFP and the summary of your proposed solution)
- 11.2.2. Annexure 1 of this RFP document (duly completed and signed)

11.3. Schedule 2

- 11.3.1. Copy of Board Resolution, duly certified;
- 11.3.2. Originally certified copy of ID document for the Company Representative;
- 11.3.3. Annexure 2 of this RFP document (duly completed and signed);
- 11.3.4. Annexure 3 of this RFP document (duly completed and signed);
- 11.3.5. Annexure 4 of this RFP document (duly completed and signed);
- 11.3.6. Response to Annexure 6: BEE Commitment Plan;
- 11.3.7. Bidders must submit a B-BBEE verification certificate. For Exempted Micro Enterprises (EME) with an annual revenue of less than R10 million and Qualifying Small Enterprises (QSE) with an annual revenue of between R10 million and R50 million per annum, a sworn affidavit confirming the annual total revenue and level

of black ownership may be submitted. Any misrepresentation in terms of the declaration constitutes a criminal offence as set out in the B-BBEE Act as amended.

Note: If a bidder is a Consortium, Joint Venture or Prime Contractor with Subcontractor(s), the documents listed above must be submitted for each Consortium/ JV member or Prime Contractor and Subcontractor(s).

11.3.8. Annexure 7 of this RFP document (duly responded to);

11.3.9. Annexure 8 of this RFP document (duly completed and signed, if applicable);

11.3.10. Statement of Financial Position of the Bidder: Latest Audited Financial Statements (where applicable in terms of the Company's Act) and/or independently reviewed financial statements and/or Cashflow Budget for new entities with no financial records.

11.3.11. Copy of Joint Venture/ Consortium/ Subcontracting Agreement duly signed by all parties (if applicable).

11.4. Schedule 3:

11.4.1. Response to Section 2 of this document, in line with the format indicated in this RFP document.

11.4.2. Annexure 5 of this RFP document duly completed and signed.

11.5. Schedule 4: Price Proposal (response to Section 3 of this RFP document).

NOTE: Must be submitted as a separate file/document marked Schedule 4: Price Proposal)

12. EVALUATION CRITERIA AND WEIGHTINGS

Bids shall be evaluated in terms of the following process:

12.1. Phase 1: Initial Screening Process: During this phase, bid responses will be reviewed for purposes of assessing compliance with RFP requirements including the general bid conditions and also the Specific Conditions of Bid, which requirements include the following:

- IDC will make use of the Central Supplier Database (CSD) to access key information which is required to conduct supplier vetting including Company Registration status, tax compliance status and any other relevant checks conducted on CSD.
- In the event that the bidding structure is a Prime Contractor with Sub-contractor/(s), then IDC will evaluate the information provided in Annexure 2 (Acceptance of Bid Conditions and Bidder's Details) and if determined that the Prime Contractor holds a lower percentage in terms of the value of the contract than any of its subcontractor/(s), then the bid will be disqualified.
- Submission of ID copy for the Company Representative as referenced in 11.3.3 above.
- BEE Status Certification as referenced in 11.3.7 above.
- Completion of all Standard Bidding Documents and other requirements, as reflected in this RFP, which covers the following:
  - Section 2: Statement of compliance with the Functional Evaluation Criteria for this RFP.
  - Section 3: Cost Proposal and Price Declaration Form.
  - Annexure 1: Acceptance of Bid Conditions.
  - Annexure 2: Tax Compliance Requirements.
  - Annexure 3: Bidder's Disclosure.
  - Annexure 4: Shareholders' Information/ Group Structure.
  - Annexure 5: Bidders Experience & Project Team.

- Annexure 6: BEE Commitment Plan.
- Annexure 7: Disclosure Statement.
- Annexure 8: Privacy & Protection of Personal Information Act 4 of 2013 Requirements.

Note: Failure to comply with the requirements assessed in Phase 1 (compliance), may lead to disqualification of bids.

12.2. Phase 2: Technical/ Functionality Evaluation

Bid responses will be evaluated in accordance with the Functional criteria as follows:

12.2.1. Mandatory Functional/ Technical Requirements

All bid responses that do not meet the Mandatory Functional Requirements will be disqualified and will not be considered for further evaluation on the Other Functional Requirements. The Mandatory Functional Requirements are stated in section 2 of this RFP document.

Note: Failure to comply with the Mandatory Functional Requirements assessed in this phase will lead to disqualification of bids.

12.2.2. Other Functional/ Technical Requirements

With regards to the other Functional Requirements, the following criteria (set out in more detail in section 2 of this RFP document) and the associated weightings will be applicable:

ELEMENT	WEIGHT
Bidder's relevant Experience	25
Bidder's proposed Methodology	35
Bidders proposed Project Plan	10
Qualifications, Skills, and Experience of key personnel	30
TOTAL	**100**

Note: The minimum qualifying score for functionality is 70%. All bidders that fail to achieve the minimum qualifying score on functionality shall not be considered for further evaluation on Price and Specific Goals.

12.3. Phase 3: Preference Point System

All bids that achieve the minimum qualifying score for Functionality (acceptable bids) will be evaluated further in terms of the preference point system, as follows:

CRITERIA	POINTS
Price	**80**
Specific Goals[1]	**20**
TOTAL	**100**

[1]Specific Goals for this tender and points that may be claimed are indicated per table below:

SPECIFIC GOALS	POINTS (80/20 system)
Black ownership [2]	**10**
30% Black women ownership	**5**
Any % of ownership by Black Designated Groups[3]	**2**
Reconstruction Development Programme Objective: Promotion of SMMEs (Entities that are EME or QSE)	**3**
TOTAL POINTS	**20**

[2]Black ownership: 100% black owned entities will score the full 10 points (if 80/20 system), and between 51% - 99.99% black owned entities will score 4 points (if 80/20 system).

[3]Black Designated Groups has the meaning assigned to it in the codes of good practice issued in terms of section 9(1) of the Broad-Based Black Economic Act as amended.

12.4. Phase 4: Objective Criteria

This contract will be awarded to the bidder scoring the highest points unless an objective criterion justifies the award of the tender to a bidder other than the highest scoring bidder.

12.4.1. Objective Criteria are:

The bidder must pose less risk to the IDC. The risk will be assessed in terms of, but not limited to, the following:

- Reputational Risk: This will be assessed in line with the bidder's disclosure (Refer to Annexure 7: Disclosure statement of this document).
- Concentration Risk: Over exposure to a single bidder.
- The bidder's financial capability in relation to the execution of the contract.
- The bidder's past performance in IDC contracts.

13. PROMOTION OF EMERGING BLACK OWNED SERVICE PROVIDERS

It is the IDC's objective to promote transformation across all industries and/ or sectors of the South African economy and as such, bidders are encouraged to partner with a black owned entity (being 50%+1 black owned and controlled). Such partnership may include the formation of a Joint Venture and/ or subcontracting agreement etc., where a portion of the work under this tender would be undertaken by black owned entities. To give effect to this requirement, bidders are required to submit a partnership / subcontracting proposal detailing the portion of work to be outsourced, level of involvement of the black owned partner and where relevant, submit either a consolidated B-BBEE scorecard or each bidder of the partnership in their individual capacity to submit a BEE certificate or Sworn Affidavit in case of an EME or QSE which will be considered as part of the Specific Goals scoring listed in 12.3.

SECTION 2: FUNCTIONAL REQUIREMENTS SPECIFICATION

SECTION 2: FUNCTIONAL REQUIREMENTS

1. SPECIAL INSTRUCTIONS TO BIDDERS

1.1. Should a bidder have reason to believe that the Functional Requirements are not open/fair and/or are written for a particular service provider; the bidder must notify IDC Procurement within five (5) days after publication of the RFP.

1.2. Bidders shall provide full and accurate answers to the questions posed in this RFP document, and, where required explicitly state "Comply/Not Comply" regarding compliance with the requirements. Bidders must substantiate their response to all questions, including full details on how their proposal/solution will address specific functional/ technical requirements; failure to substantiate may lead to the bidder being disqualified. All documents as indicated must be supplied as part of the bid response.

1.3. Failure to comply with Mandatory Requirements may lead to the bidder being disqualified.

2. BACKGROUND INFORMATION

2.1. Project background and objectives

Government seeks to shift the national economy onto an inclusive, value-adding, and exports-driven industrialisation pathway. The SEZ programme is one of the critical tools that government has prioritised to drive the country's reindustrialization. The programme is specifically designed to attract Foreign Direct Investment (FDI), improve existing infrastructure, develop new industrial hubs, and create significant employment opportunities. The SEZ Act (No. 16 of 2014), its key legislative framework as well as the promulgated regulations, form the legal backdrop for the implementation and roll-out of the SEZ programme. The SEZ policy and legislative framework aims to achieve the following:

i. Promote industrial agglomeration.
ii. Mobilise investment and deployment of the required industrial infrastructure.
iii. Promote coordinated planning among key government agencies and the private sector; and to
iv. Guide the deployment of other necessary development tools.

The Mpumalanga Provincial Department of Economic Development and Tourism (MPDED&T) is in the process of establishing a Special Economic Zone (SEZ) in Komatipoort – a town under the jurisdiction of the Nkomazi Local Municipality, Mpumalanga Province. The Nkomazi SEZ's value proposition is to create a competitive and highly efficient industrial cluster that positions itself as the leading location for agro-processing and logistics services within South Africa. It is designed to be a multi-sectorial industrial zone focused on:

i. Agro processing (incl. citrus & subtropical fruits, aromatic plants, ground and tree nuts)
ii. Formulation and production of nutraceuticals;
iii. Refining of nutritional oils;
iv. A sugar mill;
v. Integrated meat processing and attendant leather beneficiation factories;
vi. Fertilizer production based on recent South African innovation

The SEZ's impact transcends its direct output in that it will generate a strong demand for agricultural produce, leading to a powerful multiplier effect on the entire agricultural value chain. This will result in the creation of numerous sustainable jobs throughout the value chain, thereby revitalizing agricultural development in the province.

Concept level studies and designs have been undertaken over the past few years to assess the viability and potential of the SEZ. These studies have been fundamental in determining the critical areas of development and infrastructure that would be essential for its success. The findings and recommendations from these studies are aimed to transition towards the development of a comprehensive feasibility study which will set the stage for the subsequent implementation of key infrastructure items that are fundamental to the SEZ's operational success. The key infrastructure items that are critical to the operational success of the SEZ and whose feasibility needs to be assessed can be described as follows:

i. Bulk Water and Sanitation.
ii. Roads and Stormwater.
iii. Electrical Infrastructure.
iv. Solid Waste.

The Nkomazi SEZ will be the first SEZ implemented within the Mpumalanga province and will be located in the town of Komatipoort within the Nkomazi Local Municipality.

Figure 1: Komatipoort Town

The Key attributes of the SEZ are as follows:

i. It will serve as the axis of economic integration between the South African provinces of Mpumalanga, Gauteng and Limpopo.
ii. It is strategically positioned on the border of the town of Komatipoort, adjacent to the N4 route connecting to Mozambique and Swaziland via the R571, enabling it to provide access to markets within the SADC region.
iii. It is expected to result in augmented growth in the agricultural sector within the province.

Figure 2: Location of the Nkomazi SEZ

The site is 325.52 Ha, with the land use rights outlined in the table below. A township establishment application is currently underway.

Zoning	No. of Erven	Area Size (Ha)	% of Site
Transport Zone 2	2	0.68	0.21
Business 3	4	2.7	0.83
Industrial 1	135	69.85	21.46
Industrial 2	75	39.92	12.26
Industrial 3	23	61.05	18.76
Special (Electrical Substation)	1	0.72	0.22
Special (Wastewater Treatment	1	4.65	1.43
Special (Water Treatment)	1	2.57	0.79
Special (Waste to Energy Plant)	1	2.23	0.69
Special (Tourism)	1	1.56	0.48
Public Open Space	5	79.09	24.3
Streets		36.74	11.29
Total		**325.51**	**100**

Table 1: Land Use Breakdown of the Nkomazi SEZ

2.2. Required Infrastructure

The key infrastructure items that are critical to the operational success of the SEZ can be described at a high level as follows (see figure 3 below for site layout of sewer, potable water and stormwater bulk infrastructure):

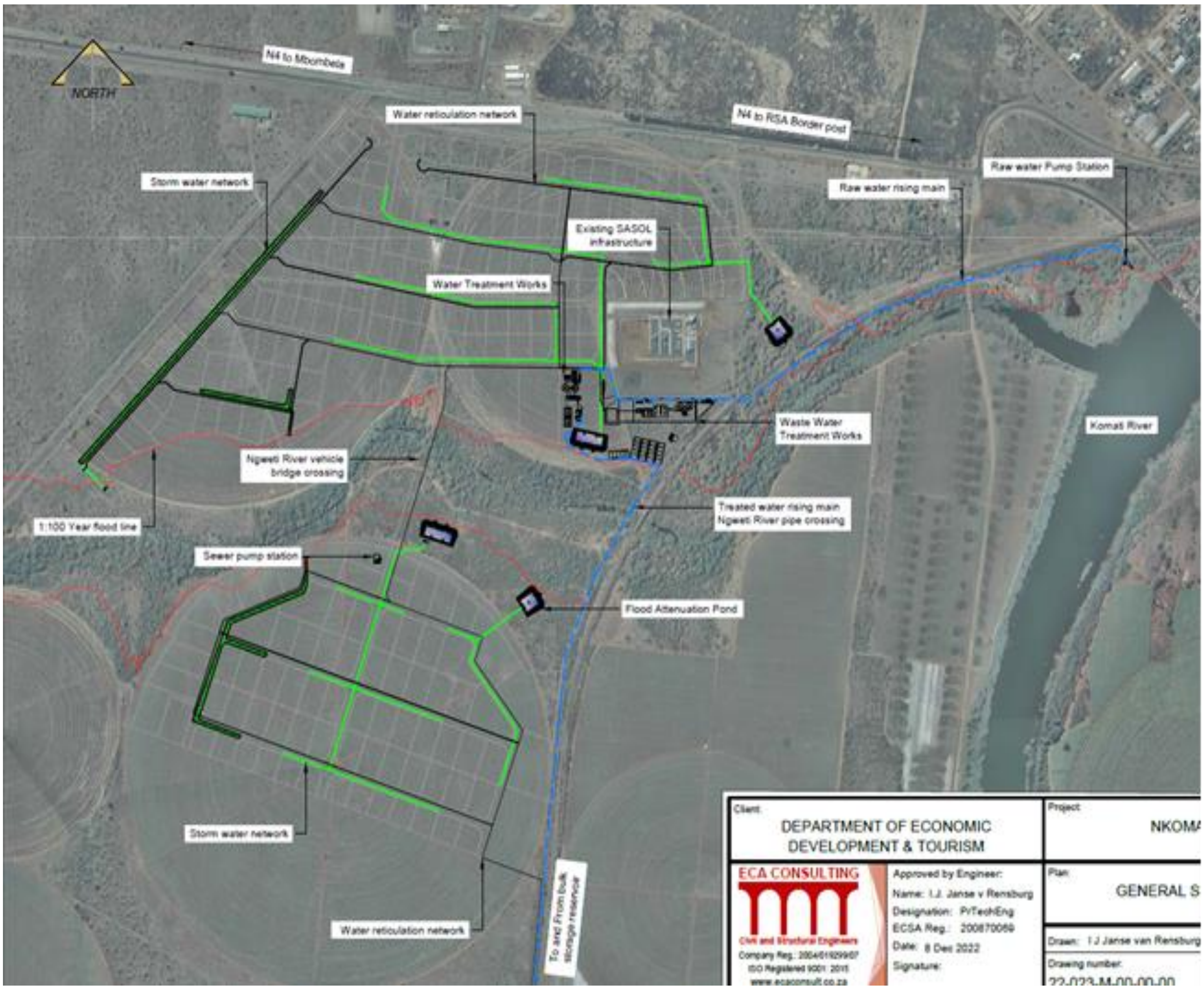

Figure 3: Site layout of sewer, potable water and stormwater bulk infrastructure

2.2.1. Bulk Water and Sanitation

2.2.1.1. Bulk Water Supply

A bulk water supply network will be provided to supply the development with potable water. As the water service authority Nkomazi Local Municipality provide various levels of water services to the various settlements within its area of jurisdiction. The Nkomazi SEZ can be described as an industrial development. The level of service can be described as a high level of service with stand connection level for potable water supply. It is proposed that raw water be abstracted from an existing weir structure in the Komati River next to the N4 road bridge. A new raw water pump station should be constructed at the proposed abstraction point to facilitate the supply of raw water to the proposed new water treatment works. It has been further proposed raw water be pumped via a new bulk water rising main pipeline to the proposed new water treatment facility located in the newly established township.

The intention is for a new raw water pump station to be constructed at the existing weir in the Komati River upstream from the N4 crossing. To further protect the pump station from flooding the pump station will be raised an additional 1 m above natural ground level and self-priming raw water pumps will be installed. An adequately sized raw water rising main will be provided to transfer raw water from the new raw water pump station to the proposed new water treatment works. The proposed raw water rising main will be approximately 2 000 m long and include a railway crossing. The proposed route of the rising main, starting at the new pump station, will remain on the southern side of the railway line until it passes the privately owned properties, and the servitude registered for the Sasol gas installation. The rising main will be constructed using 450mm diameter uPVC Class 9 pipes.

The water treatment works will consist of a conventional water treatment works, treating raw water supplied from the Komati River for distribution to the SEZ development. A summary of water demands is given in the table below:

WATER DEMAND FOR NKOMAZI SEZ				
Zoning	**Erven Size m2**	**FAR**	**kl/100m2**	**Water Demand (kl)**
Offices	27 000	2,1	0,4	227
Industrial 1	705 300	1	0,4	2 821
Industrial 2	399 200	1	0,4	1 597
Industrial 3	277 900	1	0,4	1 112
Special: Electrical Substation	7 200	NA	0	0
Special: WWTW	46 500	NA	0,2	93
Special: WTW	25 700	NA	0,2	51
Special: For waste to Energy Plant	22 300	NA	0	0
Special: Tourism	15 600	NA	0,4	62
Public open space & Indigenous Forest	786 600	NA	0	0
Private open space & Indigenous Forest	241 900	NA	0	0
Private Roads	262 300	NA	0	0
Public Roads	105 100	NA	0	0
		AADD (kl/d)		**5 963**
		GAADD (kl/d)		**7 338**
		SDD (kl/d)		**11 007**

Table 2: Nkomazi SEZ Water Demands

The required bulk water infrastructure for the project includes, but is not limited to:

- Treated Water Pump Station
- Treated Water Supply Pipeline

2.2.2. Bulk Sanitation

A water borne sewer drainage network will be provided to drain sewer from individual stands within the development to the new Wastewater Treatment Works (WWTW). The proposed new WWTW will be constructed on the northern bank of the Ngweti River. Treated effluent from the WWTW will be discharged to the Ngweti River. The Ngweti River is a tributary of the Komati River which in turn is a tributary of the Crocodile River. The proposed new WWTW will be located on erf 3107 as per the approved township plan. The site is located on the eastern side of the development and on the northern banks of the Ngweti River.

Two sewer pumpstations will be provided for bulk sanitation. One sewer pump station will serve erfen located on the northern side of the Ngweti River which cannot gravitate to the inlet works of the new WWTW. This pump station will be located on the lower edge of the proposed site for the new WWTW (erf 3107). The other pump station will serve erfen located on the southern side of the Ngweti River. This pump station will transfer wastewater over the Ngweti River to the new wastewater treatment works. A rising main will thus be constructed within the 1:100-year flood line crossing the Ngweti River to the WWTW. The pump station will be located on erf 2998. The tables below provide design estimates of the daily sewer contribution and peak flows for the proposed development:

WASTE WATER LOADING FOR NKOMAZI SEZ DEVELOPMENT				
Zoning	Erven Size m2	FAR	kl/100m2	Water Demand (kl)
Offices	27 000	2,1	0,32	181
Industrial 1	705 300	1	0,32	2 257
Industrial 2	399 200	1	0,32	1 277
Industrial 3	277 900	1	0,32	889
Special: Electrical Substation	7 200	NA	0	0
Special: WWTW	46 500	NA	0,05	23
Special: WTW	25 700	NA	0,05	13
Special: For waste to Energy Plant	22 300	NA	0	0
Special: Tourism	15 600	NA	0,3	47
Public open space & Indigenous Forest	786 600	NA	0	0
Private open space & Indigenous Forest	241 900	NA	0	0
Private Roads	262 300	NA	0	0
Public Roads	105 100	NA	0	0
		ADWF (kl/d)		**4 688**
		PDWF (kl/d)		**11 720**
		PWWF (kl/d)		**17 580**

Table 3: Design estimates of the daily sewer contribution and peak flows for the proposed development:

The required sanitation infrastructure for the project includes, but is not limited to:

- Sewer transfer pump stations (x 2);
- Pump station rising mains

2.2.3. Roads Infrastructure

The road development for the SEZ will be rolled out in phases. Access to the development phase 1 will be obtained from Strydom Block Road and Komatipoort Access Road. See Figure 4A below for the positioning of Strydom Block Road and Komatipoort Access Road. No vehicle access will be allowed directly to the site from the N4 to the development. The location of the proposed access points for development phase 1 is illustrated in Figure 4B.

Figure 4A: Layout of Strydom Block Road and Komatipoort Access Road relative to the NKSEZ.

The access points will be located as follows:

- Access Point 1: Located along the Komatipoort Access Road and will only be used by the distribution network connecting to Mozambique, which is estimated to be 35% of the trips generated.
- Access Point 2: Proposed as an alternative route to relieve the traffic along the N4. The distribution network will use the proposed route connecting Gauteng, Limpopo and Swaziland, which is expected to be 65% of the estimated generated trips.

Figure 4B: Phase 1 access road locations (access points indicated with pins).

Access to the development Phase 2 will be provided as follows:

- Access 1: obtained from the upgraded intersection (upgraded to interchange) at the N4/Komatipoort Access Road (Komatipoort intersection at SASOL).

The location of the proposed access points for development phase 2 is illustrated in Figure 4C below.

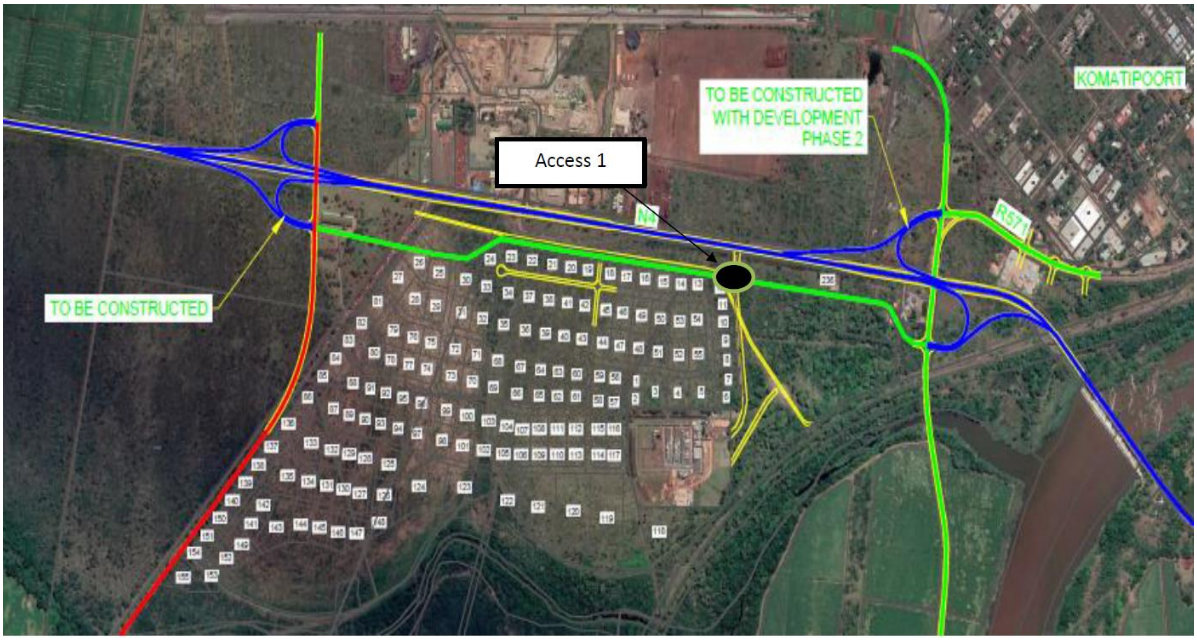

Figure 4C: NKSEZ phase 2 road access location.

See annexure B for spatial development plan with future road developments.

<u>Ngweti River Vehicle Bridge Crossing</u>

As part of the internal road network, a bridge crossing of the Ngweti River will be required. The bridge will be located central to the development. The natural approach to the river channel along the northern embankment is relatively steep. The natural approach along the southern embankment is very flat resulting in a wide flood plain. See Figure 5 and Figure 6 below for a plan and isometric view of the bridge, respectively.

Figure 5: Plan view of Ngweti River crossing.

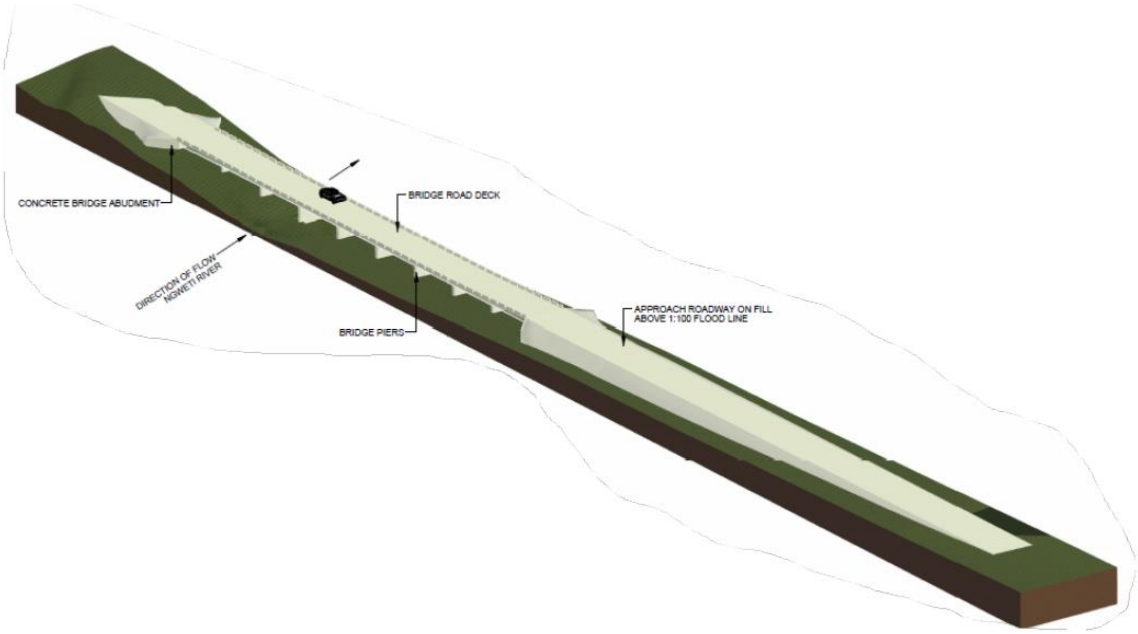

Figure 6: Isometric view of Ngweti River Crossing.

Based on the road class the bridge can be designed to accommodate a 1:20 year flood. The bridge should be constructed using a “portal type” configuration to reduce the hydraulic impact on the river. The bridge structure should be constructed of reinforced concrete and anchored to the underlying bedrock to allow for submerging during severe flooding without sustaining damage. The approach road sections will consist of earth filled embankments.

2.2.4. Stormwater Infrastructure

A storm water drainage network will be constructed along the internal road network within the road reserves and as part of the internal road network a bridge crossing of the Ngweti River will be required. A storm water drainage system consisting of both major and minor systems will be considered in the proposed development. The storm water systems will be designed to control and manage storm water runoff towards natural watercourses. Channels and kerb inlet type pipe systems will be designed within road reserves to prevent erosion and damage to other properties.

The storm water design will endeavour to prevent the development from having any additional impact on the river and will be addressed implanting the following:

Flood Attenuation

Implementing mitigating measures to ensure the peak post development storm water runoff does not exceed the peak predevelopment storm water runoff. Bio-soils and storm water attenuation ponds are proposed to mitigate peak post development storm water runoff.

Storm Water Energy Dissipators

Preventing a negative environmental impact because of soil erosion due to the concentration of storm water. This would most likely occur at storm water pipe outlets where storm water head walls with energy dissipating properties and protection against soil erosion is proposed.

Nine catchment areas have been identified that will have an influence on the runoff generated within the development. Only seven of the catchment areas will have an in internal storm water pipe network with an outlet structure where the storm water will be discharged into the Ngweti River. The other two areas will drain towards the river without concentrating the storm water.

- Catchment area A is a small drainage basin, along the North-West boundary of the development. Storm water will flow South-West and discharged through a piped system and outlet structure into the Ngweti River.
- Catchment area B is a small drainage basin on the western side of the development and east of Catchment area A. The runoff generated from this catchment area will flow in a general south easterly direction and will be collected in a storm water pipe system and discharged through an outlet structure into the Ngweti River.
- Catchment area G is a small drainage basin, on the southern side of the Ngweti River in the development that will generate storm water that flows north towards to the river. Storm water will be collected in a storm water piped system and discharged through an outlet structure into the Ngweti River.
- Catchment Area C is a large drainage basin in the centre of the development on the northern side of the river. The runoff generated from this catchment area will flow in a south easterly direction and be collected in a storm water pipe system and discharged through an outlet structure towards the Ngweti River.
- Catchment area D is a drainage basin along the northern border of the proposed development. Storm water will drain in a south easterly direction and be collected by storm water pipe system and discharged into an existing watercourse which is a tributary of the Ngweti River.
- Catchment area E is a small drainage basin on the south eastern side of the development. The runoff generated from this catchment area will flow in a northerly direction and be collected in a storm water pipe system and discharged through an outlet structure towards the Ngweti River.
- Catchment area F is a drainage basin on the southern side of development. The runoff generated from this catchment area will flow in a general northern direction and be collected in a storm water pipe system and discharged through an outlet structure towards the Ngweti River.

The storm water discharged from all seven of these areas will be discharged into storm water attenuation ponds and then slowly released it back into a river or stream. The ponds will also be designed to trap sediment. The ponds will be constructed close to the 1:100-year flood line and the slow-release outlets from the ponds will have energy dissipating outlet structures to prevent erosion. Bigger ponds will have multiple outlets to spread the storm water flow over a larger area.

Catchment area H is an area along the northern bank of the Ngweti River and Catchment area I is an area along the southern bank of the Ngweti River.

These 2 areas will have no internal storm water networks. The property owners will be required not to concentrate the storm water flow but to keep it distributed along the entire length of their property. The stands/landowners on the border of the stream may not release any storm water from their stands without a slow-release bio-swale/dam and sump with a sand filter that can capture any possible pollutants such as oil. They must maintain the sump and the date of maintenance must be recorded.

Once the development is complete, the developer will be responsible for the management, operation and maintenance of the storm water system in the public spaces of the development and within the secured areas will be the responsibility of owners or governing bodies of the secured areas.

2.2.5. Electrical Infrastructure

At present there is an Eskom 22kV power line (22kV KK Rural: Komatipoort -Komatipoort) running alongside the northern boundary of the proposed development adjacent to the N4. There are a second Eskom 22kV power line (22kV KE Rural: Komatipoort - Sonefe) traversing the property to the eastern side of the development boundary supplying a number of Transformer installations including an installation on Servitude Area SG 1747/2008.

Eskom has indicated that an “Interim" bulk supply to the proposed development could be made available from the 22kV KK Rural subject to further investigation, network studies and negotiations. The applicable Eskom 22kV KK Rural Network has the power transfer capability to supply an “initial” NMD of 800kVA with the option to increase to a maximum of 3MVA, which proves sufficient for the first 4-year development period of the proposed development. Eskom has however stated that the abovementioned bulk supply and capability shall only be confirmed on conclusion of an Eskom Engineering study which is still to be conducted by Eskom’s Network Services Department.

Interim Main Supply

The pictorial illustration of the interim power supply is as detailed below.

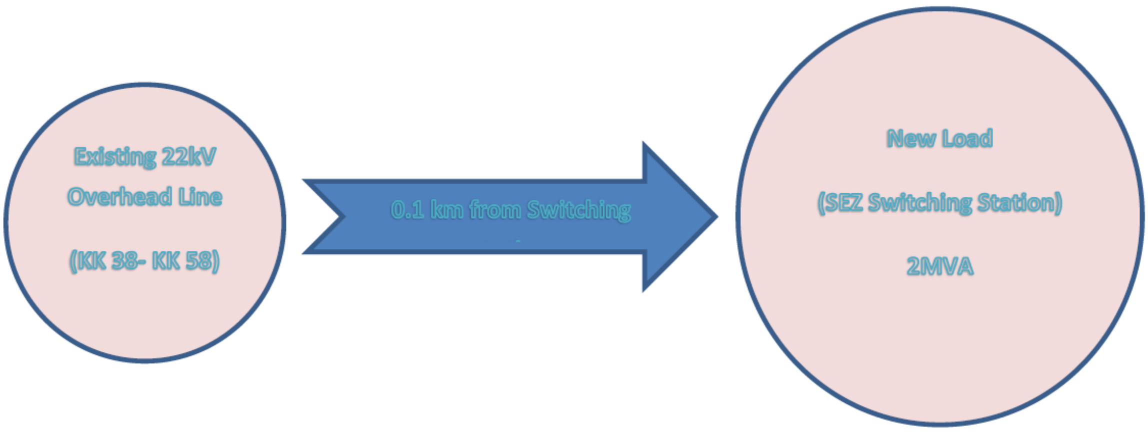

Figure 7: Interim power supply

It will tee off on the existing KK45 Komatipoort- Komatipoort Rural 22kV Line and would require a 22kV switching station to enable distribution at 22kV mainly to supply part of the first phase. The ultimate supply to the development when all has been done will be an 132kV overhead line supply from Komatipoort Eskom main substation.

The estimated total diversified load Nkomazi SEZ is as illustrated in the table 4 below:

	Phase 1			
		Max Area	Allocated Power per Stand	Total Energy Consumption KVA
Industrial 1	33	5000	50	1650
Industrial 2	56	10000	50	2800
Industrial 3	4	30000	50	200
WTW	1			315
WWTW	1			315
				5280
Assume 10% exceed 50kVA				528
Total consumption				**5808**
	Phase 2			
		Max Area	Allocated Power per Stand	Total Energy Consumption KVA
Industrial 1	56	5000	50	2800
Industrial 2	0	10000	50	0
Industrial 3	0	30000	50	0
Elecrical Substation	1			315
				315
				3430
Assume 10% exceed 50kVA				343
Total consumption				**3773**
	Phase 3			
		Max Area	Allocated Power per Stand	Total Energy Consumption KVA
Industrial 1	39	5000	50	1950
Industrial 2	33	10000	50	1650
Industrial 3	18	30000	50	900
Tourism	4	30000	100	400
				4500
Assume 10% exceed 50kVA				450
Total consumption				**4950**
TOTAL CONSUMPTION FOR THE FULL DEVELOPMENT				**14531**

Table 4: Total diversified for load Nkomazi SEZ

A 2 x 20 MVA 132/22 kV substation will be constructed and linked to expanded 22 kV switch room that once served as a switching station. It will be upgraded with suitable protection to be a fully-fledged substation. A double circuit line will be constructed to supply the substation. From the substation on the 11kV, Nkomazi Local Municipality (or the developer depending on the route ultimately taken) will be responsible to install Electrical Services to the boundary of each property / stand.

From the Miniature Substations, radial LV cables will be installed to distribution kiosks, from where LV Electrical Supply “Service" cables will be installed to each individual stand or building development, where applicable. The required bulk electricity infrastructure for the project includes, but is not limited to:

- High voltage Supply from Eskom for the 132/22kV Substation.
- 132/22kV substation design.
- Interim 22kV supply by Eskom.
- 22kV switching station.
- Medium-voltage power distribution.
- Street lighting.

Future sustainable energy mix

The Nkomazi Special Economic Zone (SEZ) seeks to explore and implement an alternative energy mix to replace coal-powered electricity production. A key objective of this initiative is to ensure the SEZ can operate completely independently from Eskom and be off the grid. There is thus a need to investigate and assess the potential of various alternative energy sources. There are currently no existing plans with regards to this. The aim is to eventually decommission the future supply of electricity from Eskom and replace it with this energy mix solution.

The various energy sources that should be investigated and evaluated include, but are not limited to, the following:

- Solar Power
- Wind Energy
- Hydropower
- Biomass Energy
- Natural Gas

The potential of each energy source based on availability, reliability, and sustainability, with a focus on enabling off-grid functionality, should be assessed. Key elements that should be considered include, but are not limited to, the following:

- Conceptual layouts and corresponding infrastructure for off-grid energy systems integrating multiple energy sources.
- Technical requirements for energy storage solutions, such as batteries, to ensure a reliable and consistent energy supply.
- Evaluation of the potential for smart grid technology to optimize energy distribution and usage within the SEZ.

It is with this context in mind that Infrastructure South Africa in collaboration with the Mpumalanga Economic Development Agency (MEGA) and the Nkomazi Local Municipality are looking to procure the services of a Professional Service Provider to undertake the following:

- Development a Comprehensive Bankable Feasibility Study for the Nkomazi SEZ,
- Develop a Business Case to source funding and financing for the project and,
- Develop 5 specialist studies for the SEZ.

3. SCOPE OF WORK/TERMS OF REFERENCE

3.1. Scope of work

a) The bidder is required to prepare the following deliverables which are:

i. **Comprehensive Bankable Feasibility Study**. for the proposed Nkomazi SEZ covering demand and industry trend analysis, technical, financial model, economic impact assessment, private sector participation, key stakeholders, environmental and regulatory aspects, legal framework and governance structures, implementation plan and procurement aspects, risk analysis, and any other critical elements for determining the viability of a project of this nature.

ii. **Develop a Business Case** - The business case should be twenty (20) to twenty-five (25) pages, a summarised version of the feasibility study which covers all the key elements and, is to be used to source funding from both the fiscus as well as prospective development finance institutions and commercial banks.

iii. **Specialist Studies –** The prioritised specialist studies include: (i) A detailed Geotechnical Investigation, (ii) Environmental Compliance Report, (iii) Energy Mix Preliminary Masterplan, (iv) Stormwater Masterplan and (v) Topographical Survey.

The above deliverables are discussed in more detail in the works packages defined in the succeeding sections.

3.2 Comprehensive Bankable Feasibility Study

The bidder shall conduct a Comprehensive Bankable Feasibility Study for the Nkomazi SEZ covering the required infrastructure investments. The scope of work should include amongst others, market demand and industry trends analysis, detailed examination of the technical, socio-economic, commercial and financial, stakeholder, environmental, private sector participation model, legal and regulatory aspects. The project was submitted for funding application during the 2023 bid window which was unsuccessful due to gaps in the submission.

The sections below provide further details on the work packages to be covered in the comprehensive feasibility study:

a) Market Demand and Industry Trends Analysis

Understanding the market and industry conditions in which businesses function is crucial for evaluating the competitive landscape and the attractiveness of the Nkomazi SEZ. Moreover, analysing market demand is key to creating a reliable demand forecast, which is necessary for the SEZ's sustainability. Furthermore, a thorough examination of industry, trade, and investment trends will provide valuable insights into sectors that are either profitable, experiencing growth, or facing decline, thus informing the market strategy for the Nkomazi SEZ.

Thus, the bidder must conduct an in-depth analysis of market and industry trends, providing recommendations regarding the opportunities that the Special Economic Zone (SEZ) should pursue in its market strategy. The bidder should use the existing market demand and industry trend analysis document developed by the SEZ as a base.

b) Technical Aspects

The bidder is required to evaluate the technical feasibility of the various components of the SEZ, including the necessary infrastructure, in order to determine viability and ensure that the project can be successfully executed without encountering any technical challenges. The bulk infrastructure components to be covered in the feasibility are: (i) internal and external bulk roads and stormwater, (ii) internal and external bulk potable water infrastructure, (iii) internal and external bulk sewer, internal and external bulk electrical infrastructure, (iv) energy mix infrastructure/technologies. Section 2.2 covers the infrastructure components and arrangements that fall under the current scope.

This technical analysis is of paramount importance, as it may reveal specific risks linked to the project that must be evaluated prior to deciding whether to move forward. Key elements such as the dimensions and geographical positioning of the Nkomazi SEZ site, necessary access routes to the SEZ, land characteristics, geotechnical information, potential flooding hazards, existing infrastructure or buildings, and various environmental factors should be thoroughly examined during the feasibility assessment. The bidder will be required to:

- Validate all information provided by the municipality and key project stakeholders.
- Support the project sponsor in defining the programme description as a summary of key information that includes the name, location, duration, objective, outputs, dependencies and other main features of the project.
- As a minimum, the status quo of Nkomazi Local municipal infrastructure, the status quo of the Nkomazi SEZ, the planning (cost, volume, and timelines) to address the current bulk services shortfall of the Nkomazi Local Municipality and any ancillary bulk demand with cost and volume criteria included should be considered.
- The objectives of the intervention should be expressed in general terms and the critical success factors for the intervention identified so that the range of options to meet them can be considered. Objectives should be defined in such a way that progress toward meeting them can be monitored. Measurable indicators that illustrate when these objectives have been met should be suggested. They should be focussed on the factors that are critical to success and reflect the eventual benefits to society that the project will generate.
- Undertake, amongst other things, an options analysis exercise and make recommendations based on technical, financial, socio-economic and financial implications of the intervention is included in the scope of the feasibility. The purpose of options analysis is to develop a cost-effective solution that meets the objectives of government.
- Lastly, ensure that all critical elements relating to the technical feasibility of the project are fully addressed.

c) Financial Model

The bidder must evaluate the general financial feasibility and investment requirements of the Nkomazi SEZ projects, in accordance with the development plan and stages. Additionally, the bidder must conduct a detailed examination of the overall optimal financial framework of Nkomazi SEZ, encompassing land procurement, fundraising possibilities, debt-equity ratios, and funding sources for both external and internal infrastructure services. Various other crucial financial elements to be covered in the comprehensive feasibility study involve a budget report for the

SEZ, which consists of a financial and funding model, cash flow forecasts, a capital statement, maintenance, and operational expenses, as well as other budgetary needs for the project throughout its entire lifecycle.

d) Socio-Economic Impact Assessments

The main goal of an Economic Impact Assessment is to assist a project sponsor/owner understand the economic consequences of an investment decision by furnishing the Government with crucial data regarding the project's direct and indirect effects on economic activity and employment. Therefore, the bidder should provide final recommendations based on a detailed assessment of socio-economic and financial benefits of the proposed Nkomazi SEZ. As part of the assignment, the successful bidder is required to deliver the following:

An Economic Impact Assessment's primary objective is to help a project sponsor or owner comprehend the financial ramifications of an investment decision by providing the government with vital information about the project's employment and economic activity impacts, both direct and indirect. As a result, the bidder ought to provide conclusive recommendations based on a thorough analysis of the financial and socioeconomic advantages of the proposed Nkomazi SEZ. As part of the assignment, the successful bidder is required to deliver the following:

- Conduct a socio-economic analysis, including estimates of economic costs and benefits associated with the intervention and anticipated social and distributional impacts.
- To justify fiscal support, a credible analysis of social and economic benefits and costs is essential. This section of the feasibility is essential as it enables the assessment of welfare changes due to the project and estimation of the project's impact on all segments of the society via the calculation of economic performance indicators such as the Economic Net Present Value (ENPV), the Economic Rate of Return (ERR) and Cost-Effective Ratios (CER).
- The alternatives identified in the options analysis must be subjected to a Cost Benefit Analysis (CBA) and/or Cost Effectiveness Analysis (CEA) to assess their economic viability. The detailed analysis should be provided in the supporting documentation, which should be summarised and referenced to in detailed and abridged feasibility reports to support the proposal.
- Ensure all critical elements relating to economic impact assessment for the project are covered.

e) Private Sector Participation Model

The bidder will be required to examine within the feasibility opportunities for the participation of the private sector as it relates to the funding and financing of the intervention:

- Crowding in of private sector funding on a blended finance basis which will be complemented by alternative revenue sources, grants funding and other CSI/SLP initiatives.
- Effective application and discounting of future government grant funding to ensure proper construction, effective operation and maintenance process which will result in sustainable service delivery.

f) Stakeholder Aspects

The bidder will be required to facilitate engagements with various stakeholders, amongst others the Department of Trade, Industry and Competition (DTIC), Department of Water and Sanitation (DWS), Municipality, SANRAL, Eskom, Private Sector, environmental and community NGOs, etc. This stakeholder engagement will be conducted with the purposes of securing grant funding registration, unlocking policy and regulatory challenges, off-take discussions, facilitation for the drafting of agreements, etc.

g) Legal Aspects

The bidder will be required to provide clear and concise guidance on the legal frameworks including legal risks specific to the local government context and public infrastructure projects. The bidder would need to answer amongst other questions, the following:

- Is the proposed project in compliance with the legal and ethical requirement?
- Is the project legally feasible?
- Are all the required legal standards fulfilled? Answering this question is pertinent considering that large infrastructure projects such as the Nkomazi SEZ often have specific and significant legal requirements.

This important exercise should include:

- Analysis of the applicable legal frameworks.
- Assessment of the legal readiness of the Nkomazi SEZ project.
- In-depth legal analysis of the main project issues: Large infrastructure projects often have particularities with significant legal implications.

h) Environmental and Regulatory Aspects

It is often assumed that infrastructure projects have only positive impacts on socio-economic development priorities. However, large-scale projects can be very disruptive to the environment in both the short and long term. Therefore, an Environmental Impact Assessment (EIA) Report provides strategies to mitigate negative externalities and encourage positive design elements. The bidder is required to ensure that:

- The strategic objectives targeting net benefit for the environment, including but not limited to ecosystem services, biodiversity, water quality and quantity, catchment management, waste management, climate adaptation and climate mitigation are addressed.
- The objectives should be clearly articulated and perpetuated through environmental assessments, management plans for construction and operations, institutional arrangements, design options and project budgets.
- The International Finance Corporation Performance Standards on Environmental and Social Sustainability are complied with.
- A comprehensive social and environmental development results framework with indicators and targets aligned with the United Nations Sustainable Development Goals including inputs, outputs, outcomes and impacts for each indicator.

i) Institutional Arrangements, Governance and Implementation and Operational Aspects

Sufficient capacity to deliver the project on time, on budget and to specifications should be demonstrated within the feasibility. An institutional arrangement that is conducive to effective delivery is critical. Specific attention should be focussed on the capacity constraints relating to the project team and the technical advisors and a plan to address such constraints over the project's life.

- Provision should be made for the envisaged strategy for skills transfers from the technical advisors to the project team.
- The implementing institution's project officer and team, including names of the team members, allocated roles within the project, relevant skills, and brief CV's should be accommodated under this section of the feasibility.
- Appointed technical advisors, including allocated roles within the project, relevant skills, and brief CV's, and;
- Under the cost implications for the intervention provision should be made for project management.

j) Procurement Strategy

By establishing an effective procurement strategy that enforces quality, delivery, and ethical standards with suppliers, you can minimize risks and prevent supply chain disruptions. This will help safeguard a project's reputation and ensure smooth operation. The bidder is to develop a Procurement Strategy that details the selected packaging, contracting, pricing, and targeting options for all the required goods and services or a combination thereof as well as the procurement procedure to ensure alignment to Constitutional requirements and other legislative requirements. Moreover, the Strategy should clearly explain the rationale for selecting a particular option(s) instead of other alternatives. The goal is to take appropriate decisions in relation to available procurement options and prevailing circumstances to achieve optimal outcomes. The Procurement Strategy must include the following:

- The procurement needs of the project or programme:
- Delivery method;
- Contracting strategy
- Pricing strategy;
- Procurement targeting; and
- Procurement procedure.

In deciding on an appropriate set of options to deliver a project or programme, a procurement strategy must consider various options available in respect of each of the above listed aspects, detail the advantages and disadvantages of each option, risks and trade-offs, and the rationale for the chosen option(s).

k) Risk Management Aspects

The bidder is to conduct a risk management analysis exercise so as to identify the project's risk variables, the analysis of the impacts of these risk variables, and the interpretation of the results in the presence of uncertainty. Qualitative analysis is one of the approaches used to assess the project's risks during project preparation and appraisal. This type of analysis uses a relative or descriptive scale to measure the probability of a risk event occurring. This can be achieved by using a risk matrix that:

- Identifies the project's risks.
- Defines the rating scales of the identified risks in terms of their likelihood of occurring and the potential impacts of the risks on the success of the project; and
- Aggregates the risks.

Quantitative risk analysis considers the fact that circumstances may occur, which result in future (actual) benefits/outcomes and costs being different from the expected values. This potential variance is a function of the chance that an actual value will differ from the expected value and the associated consequences. The main risks – including technical, financial, economic, social, and political risks – that are anticipated by the project sponsors should be clearly stated. The risk statement should approximate the financial impact that these factors could have on project costs and revenues. It should also assign a probability of the event occurring and provide details of the mitigating actions that could manage the risk. The risk analysis should be presented in a comprehensive risk register as well as a risk mitigation plan.

Sensitivity Analysis is a way of methodically testing how responsive a project's selection criteria (NPV, ENPV or any other relevant criterion) is to a change in key project variables. Sensitivity analysis enables an examination of how sensitive the financial and economic outcomes are to specific assumptions made in the project evaluation. The sensitivity of the economic analysis and financial statements to changes in key economic variables should also be considered. This includes assumptions on the key variables which may include exchange rates, interest rates, economic growth, population growth and demand for services.

Similar to other aspects of the feasibility study, it is essential for the bidder to comprehensively address all significant elements associated with risk management.

3.3 Develop a Business Case

In addition to the comprehensive bankable feasibility study, a business case is to be prepared by the successful bidder. The business case will be used to source funding from both the fiscus as well as prospective development finance institutions and commercial banks. It should be a twenty (20) to twenty-five (25) page document, with additional information attached as annexures. The business case must be compliant with funding requirements not only for National Treasury large infrastructure projects and programmes, but other sources of financing and funding i.e. Development Funding Institutions (DFI's). The business case should cover, amongst other key areas the following:

- Description and objectives of the project.
- Market Demand and Industry Trends Analysis
- Options analysis.
- Socio-Economic analysis.

- Financial model and budget statement.
- Risk statement and project management plan.
- Procurement statement.
- Institutional and operational readiness, etc.

3.4 Specialist Studies

The successful bidder as the Lead Consultant (Project Manager) will be responsible for the execution, management and/or procurement of the following specialist studies:

i. **Detailed Geotechnical Investigation** - NHBRC GFSH2 **–** Phase 1 Geotechnical Investigation and a Dolomite Stability Investigation for the entire SEZ (to supplement current existing preliminary geotechnical investigation).

ii. **Environmental Compliance Report** - to include as minimum:

   - *regulatory compliance reviews of current permits, licenses, etc.,*
   - *regulatory environmental compliance reviews stating required permits, license, by-law compliance etc.*
   - *pre-screening report detailing required specialist studies as per Regulation 16(1)(v) of the Environmental Impact Assessment Regulations 2014.*

iii. **Energy Mix Preliminary Masterplan** – to establish a strategy that integrates sustainable energy sources, guides the detailed feasibility study, ensures regulatory compliance and supports the phased development of the SEZ.

iv. **Stormwater Management Plan –** including report along with the requisite approvals from all relevant authorities and affected parties, on behalf of the NKOMAZI SEZ SOC. Provision of these stormwater management plan related services will be as contemplated in Clause 3.3.1(6) of the Engineering Council of South Africa's Guideline Scope of Services and Tariff of Fees for Persons Registered in terms of the Engineering Profession Act, 46 of 2000).

v. **Topographical Surveys** - as required for external bulk infrastructure to ensure accurate mapping, compliance with regulations, and proper integration with existing plans.

3.5. The following studies/documents will be furnished to the appointed bidder

- The Nkomazi Logistics Special Economic Zone Feasibility Study developed in 2014 which could be used as a base document,
- SEZ designation application (containing lots of information to inform feasibility study).
- SEZ Approved Layout plan.
- Hydrological studies.
- Traffic Impact Analysis.
- Electrical Services Report.
- Town Planning Report.
- Civil Engineering Services Design Development Report (excluding roads), and
- Topographical Survey for SEZ footprint.

3.6. General

The following are key steps in the workflow for the execution of the services:

a) A Project Working Committee comprising government technical resources from Nkomazi SEZ, Nkomazi Local Municipality, ISA, IDC and other relevant stakeholders would be constituted during the project initiation phase to provide oversight to the project;

b) The Bidder shall inform the client prior to contacting any third parties to obtain information or discuss the project details;

c) The bidder shall be provided with the previous business case submitted to National Treasury as well as any relevant project information which feeds into the business case;

d) ISA will chair the Project Working Committee meetings, while the bidder provides secretariat services on a fortnightly basis.

e) The bidder will develop as a minimum of three (3) options for consideration;

f) A joint review of the options will be held, after which the bidder will update the options as discussed;

g) Following the joint review the programme execution plan is to be amended in alignment with the preferred option; A further review will be held in which the bidder will present the preliminary findings;

h) All submissions made will undergo a joint review, after which the bidder will update submissions as discussed; (MS Word format and summary MS PowerPoint presentation) to be issued to the ISA and the IDC;

i) A further review will be held in which the bidder will present the final funding submission; and

j) The bidder will provide final reports and make a presentation to the Committee on the following:

- Comprehensive bankable feasibility study.
- Business case for funding and financing of the project; and
- Specialist studies which include:
  - Geotechnical Investigation Report.
  - Environmental Compliance Report.
  - Energy Mix Preliminary Masterplan.
  - Stormwater Management Plan.
  - Topographical Surveys.

4. PROJECT TIMELINES

The appointed bidder(s) will be required to start immediately after the award and complete the assignment within a period of six (6) months.

5. TECHNICAL EVALUATION CRITERIA

5.1 Other Technical Requirements

The service provider must indicate their compliance/ non-compliance to the following requirements and to substantiate as required. The bidder must respond in the format below, where additional information is provided/ attached somewhere else; such information must be clearly referenced.

5.1.1. BIDDER'S EXPERIENCE	COMPLY	PARTIALLY COMPLY	NOT COMPLY
The bidder must have relevant experience in business case development for infrastructure projects and supporting project sponsors to access different forms of funding. The bidder must have demonstrated experience in municipal finance space, financial modelling and project financing The bidder must provide three (3) references (not older than 5 years) a contactable reference must be given (name, designation, and relationship in the project, email, and telephone). If such information is not given, the reference shall be deemed to be invalid. Refer to **Table (a) Annexure 1** of this document for the response format provided.			
Substantiate / Comments			

5.1.2. BIDDER'S PROPOSED METHODOLOGY AND APPROACH	COMPLY	PARTIALLY COMPLY	NOT COMPLY
The bidder must demonstrate their thorough understanding of the objectives and deliverables of this project. To substantiate, the bidder must provide the following: A detailed (step-by-step) proposal of the methodology/approach to be used showing how they will carry out the scope of work outlined above and clearly demonstrate how the project objectives and deliverables will be achieved. The deliverables should be packaged in Work Stages, with activities outlined for each milestone. The outcome for each milestone should be clear, with the team lead specified.			
Substantiate / Comments			

5.1.3. BIDDER'S PROPOSED PROJECT PLAN	COMPLY	PARTIALLY COMPLY	NOT COMPLY
The bidder must submit a detailed project plan, which will compliment and align with the above proposed methodology with a final report to be submitted within six (6) months from date of appointment. The project plan is to be in a form of a High-Level Work Breakdown Structure (WBS) and timeframes in a Gantt Chart format.			
Substantiate / Comments			

<table>
<tr><th>5.1.4. QUALIFICATIONS AND SKILLS OF KEY PERSONNEL</th><th>COMPLY</th><th>PARTIALLY COMPLY</th><th>NOT COMPLY</th></tr>
<tr><td>The team must include the following key technical team members with at least ten (10) years' experience in executing business case development and packaging in the municipal infrastructure space as a minimum:

i. Team Lead: Project management and built environment professional (the Lead can either be a Quantity Surveyor, Engineer, or Architect) with Professional Registration in SACPCMP and (SACQSP, ECSA (Professional Engineers only) or SACAP, 10 years' relevant experience
ii. Technical Lead: Civil engineer, Professional Registration with ECSA (Professional Engineers only), 10 years' relevant experience
iii. Finance Lead: Management accountant, Professional Registration with SAICA, 10 years' experience in the municipal finance space (financial modelling, and project financing)
iv. Economist: Economist with at least 10 years' experience in socio-economic impact assessment and cost benefit analysis.
v. Geotechnical Engineer: Professional Registration with ECSA (Pr.Eng / Pr.Tech Eng are acceptable), 10 years' relevant experience.
vi. Land Surveyor: (Professional Registration with SAGC), 10 years' experience relevant experience.
vii. Town Planner: Professional Registration with SACPLAN, 10 years' relevant experience.
viii. Health and Safety Agent: Professional Registration with SACPCMP, 10 years' relevant experience.
ix. Environmental Consultant: Professional Registration with SACNASP, EAPASA, etc.), 10 years' relevant experience.
x. Conveyancer: Professional Registration with the Legal Practice Council, with 10 years relevant experience rendering services related to all the required legal work for the opening and registration of a township registers.
xi. Any other relevant resource the bidder deems necessary to be part of the team.

The bidders must submit, as part of its proposal, the following:
• The structure and composition of the proposed team and team leader, clearly outlining the main disciplines/specialties of this project and the key personnel</td><td></td><td></td><td></td></tr>
</table>

responsible for each specialty. Please refer to **Table (b) Annexure 1** of this document for the format in which the required information must be provided. • 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 must submit certified copies of qualifications and professional registrations.			
Substantiate / Comments			

SECTION 3: COST PROPOSAL

SECTION 3: COST PROPOSAL

1. **NOTE: All prices must be VAT inclusive (where applicable) and must be quoted in South African Rand (ZAR).**

2. Are the rates quoted firm for the full period of the contract?

YES	NO

Important: If not firm for the full period, provide details of the basis on which price adjustments shall be applied e.g., CPI etc.

3. All additional costs associated the bidder's offer must be clearly specified and included in the Total Bid Price.

4. Is the proposed bid price linked to the exchange rate?	Yes	No
If yes, the bidder must indicate CLEARLY which portion of the bid price is linked to the exchange rate:		

5. Payments will be linked to specified deliverables after such deliverables have been approved by the IDC. Payments will be made within 30 days from date of invoice.	Comply	Not Comply

6. The IDC reserves the right to consider the guidelines on consultancy rates as set out in the **National Treasury Instruction 02 of 2016/2017: Cost Containment Measures** which took effect from 01 January 2014, where relevant. The bidder must indicate if their proposed rates are in line with the provisions of the referenced National Treasury Instruction: Cost Containment Measures.	Comply	Not Comply
Substantiate / Comments		

7. COSTING MODEL

Activity/ Deliverable	Resource(s)	Rate/Hour per resource	Number of hours	Total Cost (VAT Excl.)
COMPREHENSIVE BANKABLE FEASIBILITY STUDY (Ref. to SOW 3.2)				
a) Market Demand and Industry Trend Analysis				
b) Technical Feasibility				
c) Financial Model				
d) Economic Impact Assessment				
e) Private Sector Participation Model				
f) Stakeholder Aspects				
g) Legal Feasibility				
h) Environmental and regulatory aspects				
i) Institutional Arrangements, Governance and Implementation and Operational Aspects				
j) Procurement Aspects				
k) Risk Management Aspects				
DEVELOP A BUSINESS CASE (Ref. to SOW 3.3)				
A 20 to 25 pages business case for funding and financial purposes				
SPECIALIST STUDIES (Ref. to SOW 3.4)				
a) Detailed Geotechnical Investigation				
b) Environmental Compliance Report				
c) Energy Mix Preliminary Masterplan				
d) Stormwater Management Plan				
e) Topographical Survey				
GENERAL i.e. meetings, presentations (**Ref. to SOW 3.5**)				
DISBURSEMENTS				
TOTAL BID PRICE (VAT EXCL.)				
VAT @ 15%				
TOTAL BID PRICE (VAT INCL.)				

Note:

- ***Bidder to name / list the resource/s to be allocated for the different deliverables**

The bidder must provide a detailed breakdown of the Disbursements as follows:

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

Note on pricing:

Disbursements (incidental expenses other than professional fees e.g., travel and accommodation, printing costs, etc.) must be clearly defined, outlining all assumptions. It is of utmost importance to submit clear and comprehensive cost proposals to allow the IDC to fairly compare bid price / cost proposals. If there is no additional fee envisaged for Disbursements, then the bidder must clearly indicate "No Charge / Free of Charge". Failure to clearly indicate this, would result in IDC penalising your bid response by taking the cost of the highest bidder and adding 50% thereto and apply this rate for purposes of price comparisons. Bidders are therefore requested to respond clearly and comprehensively on this aspect of their bid response.

SUMMARY OF THE PROPOSAL

DESCRIPTION	BIDDER'S PROPOSAL
Number of resources (personnel)	
Project duration (in hours)	
Project duration (in months)	
Commencement Date	

PRICE DECLARATION FORM

Dear Sir,

Having read through and examined the Request for Proposal (RFP) Document, RFP no**. T37/09/24,** the General Conditions, and all other Annexures to the RFP Document, we offer **Appointment of a service provider for the development of a Comprehensive Bankable Feasibility Study, Business Case and specialist studies, required for the Nkomazi SEZ Project** as specified in this RFP document.

R.. (Including VAT)

In words

R.. (Including VAT)

We confirm that this price covers all activities associated with the service, as called for in the RFP document. We confirm that IDC will incur no additional costs whatsoever over and above this amount in connection with the provision of this service.

We undertake to hold this offer open for acceptance for a period of 120 days from the date of submission of offers. We further undertake that upon final acceptance of our offer, we will commence with the provision of the required service when required to do so by the IDC.

We understand that you are not bound to accept the lowest or any offer, and that we must bear all costs which we have incurred in connection with preparing and submitting this bid.

We hereby undertake for the period during which this bid remains open for acceptance, not to divulge to any persons, other than the persons to whom the bid is submitted, any information relating to the submission of this bid or the details therein except where such is necessary for the submission of this bid.

SIGNED ______________________________ **DATE** ______________

(Print name of signatory) ______________________________

Designation ______________________________

FOR AND ON BEHALF OF:	COMPANY NAME	______________________
	Tel No	______________________
	Fax No	______________________
	Cell No	______________________

SECTION 4: ANNEXURES

ANNEXURE 1: RESPONSE FORMAT FOR SECTION 2

Bidder's Experience and the proposed Project Team

Request for Proposal No: ______________________________

Name of Bidder: ______________________________

Authorised signatory: ______________________________

[*Note to the Bidder: The bidder must complete the information set out below in response to the requirements stated in Section 2 of this bid document. If the bidder requires more space than is provided below it must prepare a document in substantially the same format setting out all the information referred to below and return it with this Returnable Schedule 3.]*

The bidder must provide the following information:

Table (a) Details of the bidder's experience for the development of a Comprehensive Bankable Feasibility Study, Business Case and specialist studies, required for the Nkomazi SEZ Project (please refer to Section 2 par 5.1.1):

Client' Name	Industry	Project period (Start and End Dates)	Description of service performed and extent of Bidder's responsibilities	Name, title, telephone and email address of client

Table (b) Details of the key personnel of the bidders' proposed team: (please refer to par 5.1.4 of Section 2 of this RFP document):

Name	Position	Role / Duties in this Project	Relevant Project Experience	
			Project description, Client, Project period	Project Cost

ANNEXURE 2: ACCEPTANCE OF BID CONDITIONS AND BIDDER'S DETAILS

Request for Proposal No: ______________________________

Name of Bidder: ______________________________

Authorised signatory: ______________________________

Name of Authorised Signatory ______________________________

Position of Authorised Signatory ______________________________

By signing above the bidder hereby accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on him/her under this RFP.

[*Note to the Bidder: The Bidder must complete all relevant information set out below*.]

CENTRAL SUPPLIER DATABASE (CSD) INFORMATION

Bidders that are registered on the Central Supplier Database (CSD) of National Treasury are required to submit as part of this proposal both their CSD supplier number and CSD unique registration reference numbers below:	
Supplier Number	
Unique registration reference number	

BIDDING STRUCTURE

Indicate the type of Bidding Structure by marking with an 'X':	
Individual Bidder	
Joint Venture/ Consortium	
Prime Contractor with Sub Contractors	
Other	

REQUIRED INFORMATION

If Individual Bidder:	
Name of Company	
Registration Number	
Vat registration Number	
Contact Person	
Telephone Number	
Cellphone Number	
Fax Number	
Email address	
Postal Address	
Physical Address	

If Joint Venture or Consortium, indicate the following for each partner:	
Partner 1	
Name of Company	
Registration Number	
Vat registration Number	
Contact Person	
Telephone Number	
Cellphone Number	
Fax Number	
Email address	
Postal Address	
Physical Address	
Scope of work and the value as a % of the total value of the contract	
Partner 2	

Name of Company	
Registration Number	
Vat registration Number	
Contact Person	
Telephone Number	
Cellphone Number	
Fax Number	
Email address	
Postal Address	
Physical Address	
Scope of work and the value as a % of the total value of the contract	

If bidder is a Prime Contractor using Sub-contractors, indicate the following:	
Prime Contractor	
Name of Company	
Registration Number	
Vat registration Number	
Contact Person	
Telephone Number	
Cellphone Number	
Fax Number	
Email address	
Postal Address	
Physical Address	
Sub-contractors	
Name of Company	
Company Registration Number	
Vat registration Number	
Contact Person	
Telephone Number	
Cellphone Number	
Fax Number	
Email address	
Postal Address	
Physical Address	
Subcontracted work as a % of the total value of the contract	

ANNEXURE 3: TAX COMPLIANCE REQUIREMENTS

1.	**TAX COMPLIANCE REQUIREMENTS**
1.1	BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
1.2	BIDDERS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VIEW THE TAXPAYER'S PROFILE AND TAX STATUS.
1.3	APPLICATION FOR TAX COMPLIANCE STATUS (TCS) OR PIN MAY ALSO BE MADE VIA E-FILING. IN ORDER TO USE THIS PROVISION, TAXPAYERS WILL NEED TO REGISTER WITH SARS AS E-FILERS THROUGH THE WEBSITE WWW.SARS.GOV.ZA.
1.4	BIDDERS MAY ALSO SUBMIT A PRINTED TCS TOGETHER WITH THE BID.
1.5	IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE PROOF OF TCS / PIN / CSD NUMBER.
1.6	WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
2.	**QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS**
2.1	IS THE BIDDER A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? ☐ YES ☐ NO
2.2	DOES THE BIDDER HAVE A BRANCH IN THE RSA? ☐ YES ☐ NO
2.3	DOES THE BIDDER HAVE A PERMANENT ESTABLISHMENT IN THE RSA? ☐ YES ☐ NO
2.4	DOES THE BIDDER HAVE ANY SOURCE OF INCOME IN THE RSA? ☐ YES ☐ NO

IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN, IT IS NOT A REQUIREMENT TO OBTAIN A TAX COMPLIANCE STATUS / TAX COMPLIANCE SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 1.3 ABOVE.

SUPPLIER COMPLIANCE STATUS	TAX COMPLIANCE SYSTEM PIN:	

ANNEXURE 4: BIDDER'S DISCLOSURE

1. PURPOSE OF THE FORM

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

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

2. BIDDER'S DECLARATION

2.1 Is the bidder, or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest [1] in the enterprise,
employed by the state? **YES/NO**

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

Full Name	**Identity Number**	**Name of State institution**

2.2 Do you, or any person connected with the bidder, have a relationship with any person who is employed by the procuring institution? **YES/NO**

2.2.1 If so, furnish particulars:

……………………………………………………………………………………

……………………………………………………………………………………

2.3 Does the bidder or any of its directors / trustees / shareholders / members / partners or any person having a controlling interest in the enterprise have any interest in any other related enterprise whether or not they are bidding for this contract?
YES/NO

2.3.1 If so, furnish particulars:

…………………………………………………………………………….

…………………………………………………………………………….

3 DECLARATION

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

3.1 I have read, and I understand the contents of this disclosure;

[1] the power, by one person or a group of persons holding the majority of the equity of an enterprise, alternatively, the person/s having the deciding vote or power to influence or to direct the course and decisions of the enterprise.

3.2 I understand that the accompanying bid will be disqualified if this disclosure is found not to be true and complete in every respect;

3.3 The bidder has arrived at the accompanying bid independently from, and without consultation, communication, agreement, or arrangement with any competitor. However, communication between partners in a joint venture or consortium[2] will not be construed as collusive bidding.

3.4 In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications, prices, including methods, factors or formulas used to calculate prices, market allocation, the intention or decision to submit or not to submit the bid, bidding with the intention not to win the bid and conditions or delivery particulars of the products or services to which this bid invitation relates.

3.4 The terms of the accompanying bid have not been, and will not be, disclosed by the bidder, directly or indirectly, to any competitor, prior to the date and time of the official bid opening or of the awarding of the contract.

3.5 There have been no consultations, communications, agreements, or arrangements made by the bidder with any official of the procuring institution in relation to this procurement process prior to and during the bidding process except to provide clarification on the bid submitted where so required by the institution; and the bidder was not involved in the drafting of the specifications or terms of reference for this bid.

3.6 I am aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, bids that are suspicious will be reported to the Competition Commission for investigation and possible imposition of administrative penalties in terms of section 59 of the Competition Act No 89 of 1998 and or may be reported to the National Prosecuting Authority (NPA) for criminal investigation and or may be restricted from conducting business with the public sector for a period not exceeding ten (10) years in terms of the Prevention and Combating of Corrupt Activities Act No 12 of 2004 or any other applicable legislation.

I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT.
I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.

………………………………	………………………………………………
Signature	Date
………………………………	………………………………………………
Position	Name of bidder

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

ANNEXURE 5: SHAREHOLDERS AND DIRECTORS INFORMATION

[*Note to the bidder: the bidder must complete the information set out below. If the bidder requires more space than is provided below it must prepare a document in substantially the same format setting out all the information referred to below and return it with Returnable Schedule 2.*]

1 Shareholders/ Members

Name of the shareholder	ID Number	Race	Gender	% Shares

Note: The bidder must also attach the detailed Company/ Group Structure where relevant.

2 Trust Information

With reference to point 8.6 IDC Rights, should a trust form part of the Company / Group structure then the following must be submitted as part of your proposal.

Documents necessary to verify the Identity of a Trust	☐ Copy of trust deed or other founding document by which trust is created. ☐ Letters of authority (as issued by the Master of the High Court) ☐ Personal details of each Trustee, each Beneficiary, the Founder, and the person authorised to act on behalf of the Trust

3 Black Shareholders/ Members as per the B-BBEE Certificate

Name of the shareholder	ID Number	Race	Gender	% Shares
Total Black Shareholding % as per the current and valid B-BBEE Certificate				

4 Directors

Name of the shareholder	ID Number	Race	Gender

I, THE UNDERSIGNED (NAME)………………………………………………………………………

CERTIFY THAT THE INFORMATION FURNISHED ABOVE IS CORRECT.

………………………………….. ……………………………………………

Signature Date

…………………………………. ……………………………………………

Position Name of bidder

ANNEXURE 6: BEE COMMITMENT PLAN

The IDC encourages existing vendors and prospective bidders to support the objectives of B-BBEE and as far as possible strive to improve their B-BBEE contribution status. For bid evaluation purposes, bidders are allocated points in terms of a preference point system based on the Specific Goals which requires the bidder to have a valid B-BBEE certificate or a sworn affidavit in case of a EME or QSE.

Bidders are therefore required to submit a B-BBEE improvement plan in view of the new B-BBEE Codes of Good Practice. Bidders must indicate the extent to which their ownership, management control, employment equity, preferential procurement and enterprise development will be maintained or improved over the contract period in the event that they are successful in this bid process.

ANNEXURE 7: DISCLOSURE STATEMENT

In terms of the tender condition 8.6, which allows the IDC to conduct background checks on bidders and its shareholders and directors, the IDC hereby requires bidders to provide the following additional information:

1. The IDC considers the integrity of its appointed service providers to be of critical importance. The IDC reserves the right to apply its objective criteria to award to any bidders whose integrity, based on past conduct (during the 5 years immediately preceding the bid submission date), it considers questionable.

2. To this end, the IDC requires each bidder to include in its bid, a disclosure statement which details the following (sufficient information and supporting documentation for the IDC to make its own assessment as to the materiality or seriousness of allegations regarding the bidder's integrity or conduct): any criminal charges made against the bidder or any of its directors, shareholders, or management officials regarding their professional conduct;

- **2.1.** any civil proceedings initiated against the bidder or any of its directors, shareholders, or management officials regarding their professional conduct; and
- **2.2.** any other enquiry or similar proceedings initiated or threatened against the bidder or any of its directors, shareholders, or management officials regarding their professional conduct.

3. Where the bidder is a consortium, the disclosure statement referred to in paragraph 2.2 above must be made separately in respect of each consortium partner.

4. In the event that the bidder's circumstances change, after submission of its bid, regarding any matter referred to in paragraph 2.2 above or in regard to any matter referred to in its disclosure statement, the bidder must submit a written notification to IDC indicating the nature and extent of such changed circumstances.

5. The IDC reserves the right to seek such additional information from any bidder, in respect of the disclosure statement referred to in paragraph 2.2 above, as it may, in its sole discretion, determine, whether such information has been requested under this RFP or otherwise, and may require the bidder to make oral presentations for clarification purposes or to present supplementary information, in respect of the disclosure statement if so required by the IDC.

6. Based on its own assessment of the contents of the bidder's disclosure statement and any publicly available information which is relevant to the contents of such disclosure statement, the IDC will decide whether the bidder's conduct or any allegations relating thereto pose a risk, reputational or otherwise, to the IDC; and if it reaches an adverse conclusion the IDC will in its sole discretion have the right not to award a contract or order.

SIGNED ______________________________ **DATE** ____________________

(Print name of signatory) ______________________________

Designation ______________________________

FOR AND ON BEHALF OF: COMPANY NAME ______________________________

Tel No ______________________________

Fax No ______________________________

Cell No ______________________________

ANNEXURE 8: PRIVACY & PROTECTION OF PERSONAL INFORMATION ACT 4 OF 2013 REQUIREMENTS

Request for Proposal No:	
Name of Bidder:	
Authorised signatory:	

Protecting personal information is important to the Industrial Development Corporation (IDC). To do so, IDC follows general principles in accordance with applicable privacy laws and the Protection of Personal Information Act 4 of 2013 (POPIA).

IDC's role as a responsible party, is amongst others to process personal information for the intended purpose for which it was obtained and in line with legal agreements with its respective/ prospective clients, third parties, suppliers, and operators.

Who is an Operator? A person or body/ entity which processes personal information for the IDC in terms of a contract or mandate.

Who is a Supplier? a natural or juristic person that provides a product or renders a service to the IDC. A supplier could also be considered as an operator, an independent responsible party or (together with IDC) a joint responsible party.

If the supplier or business partner provides IDC with its related persons' personal information, the supplier or business partner warrants that the related persons are aware of and have consented to the sharing and processing of their personal information with/by IDC. IDC will process the personal information of related persons as stated under a contractual agreement or as required by any related legislation.

Examples of the personal information of the supplier or business partner where relevant may include (but are not limited to): financial information, including bank statements provided to the IDC; invoices issued by the supplier or business partner; the contract/ legal agreement between the IDC and the supplier or business partner; other identifying information, which includes company registration numbers, VAT numbers, tax numbers and contact details; marital status and matrimonial property regime (e.g. married in community of property); nationality; age; language; date of birth; education; financial history; identifying numbers (e.g. an account number, identity numbers or passport numbers); email address; physical address (e.g. residential address, work address or physical location); information about the location (e.g. geolocation or GPS location); telephone numbers; online and other unique identifiers; social media profile/s; biometric information (like fingerprints, facial recognition signature; race; gender; sex; criminal history.

Example of Special personal information is personal information about the following: · criminal behaviour, or any proceedings in respect of any offence allegedly committed by a data subject or the disposal of such proceedings; religious and philosophical beliefs; trade union membership; political beliefs; health, including physical or mental health, disability, and medical history; or biometric information (e.g. to verify identity).

<u>RESPONSIBILITIES OF SUPPLIERS AND BUSINESS PARTNERS WHO ARE OPERATORS UNDER POPIA</u>

Where a supplier or business partner, in terms of a contract or mandate, processes personal information for the IDC and is considered an operator of the IDC, the supplier or the business partner will be required to adhere to the obligations set out in the IDC data privacy or POPIA policy. This policy sets out the rules of engagement in relation to how personal information is processed by suppliers and business partners on behalf of the IDC as well as the minimum legal requirements that IDC requires the suppliers and business partners to adhere to, including compliance with POPIA as summarised in the below table.

ITEM	GUIDING CONDITIONS FOR PROCESSING PERSONAL INFORMATION	YES	NO
1.	**Accountability** The respective clients, third parties, suppliers and operators and its members will ensure that the provisions of POPIA, the guiding principles outlined in the policy and all the measures that give effect to such provisions are complied with at the time of the determination of the purpose and means of the processing and during the processing itself. In the event that an employee of the IDC or any person acting on behalf of the corporation who through their intentional or negligent actions and/or omissions fail to comply with the principles and responsibilities outlined, proper corrective measures will be applied.	Yes ☐	No ☐
2.	**Processing Limitation** The respective clients, third parties, suppliers and operators and its members will ensure that information is only processed for the justifiable reason and processing is compatible with the purpose of the collection.	Yes ☐	No ☐
3.	**Purpose Specification** All respective clients, third parties, suppliers and operators and its members will process personal information only for specific, explicitly defined, and legitimate reasons. The respective clients, third parties, suppliers and operators will inform IDC of reasons prior to collecting or recording their PI.	Yes ☐	No ☐
4.	**Further Processing Limitation** Personal information will not be processed for a secondary purpose unless that processing is compatible with the original purpose. Thus, where the respective clients, third parties, suppliers and operators seek to process personal information it holds for a purpose for which it was originally collected, and where this secondary purpose is not compatible with the original purpose, respective clients, third parties, suppliers and operators will first obtain additional consent from the IDC.	Yes ☐	No ☐
5.	**Information Quality** The respective clients, third parties, suppliers and operators will take reasonable steps to ensure that all personal information collected is complete, accurate and not misleading. Where PI is collected or received from third parties, the respective clients, third parties, suppliers and operators will take reasonable steps to confirm that the information is correct by verifying the accuracy of the information directly with the data subject or by way of independent sources.	Yes ☐	No ☐
6.	**Open Communication** Reasonable steps will be taken by the respective clients, third parties, suppliers and operators to ensure that the IDC is notified of the purpose for which the information is being collected, used, and processed.	Yes ☐	No ☐
7.	**Security Safeguards** It is a requirement of POPIA for responsible parties, business partners and operators to adequately protect personal information. IDC will need to review suppliers or business partner security controls and processes to ensure that personal Information is compliant with the conditions of the lawful processing of personal information as set out in the POPIA. This would be a continuous monitoring and review that will be conducted by the IDC at its discretion.	Yes ☐	No ☐
8.	**Data Subject Participation** A data subject whose PI has been collected, stored, and processed by the respective clients, third parties, suppliers and operators must have communication channels to attend to may request for the correction or deletion of such information.	Yes ☐	No ☐

I, ______________________________ (print name) hereby certify that the information, facts, and representations are correct and that I am duly authorized to sign on behalf of the company.

Name of Company/ Entity: ____

Company/ Entity Registration Number: ____

Company/ Entity VAT Registration Number: ____

____

Signature (Company/ Entity Representative)

____

Date