

TERMS OF REFERENCE TO APPOINT A PANEL OF PROFESSIONAL SERVICE PROVIDERS (PSPs) TO DEVELOP A PROVINCIAL INTEGRATED ELECTRIFICATION MASTER PLAN, WITHIN THE KWAZULU-NATAL (KZN) PROVINCE FOR A PERIOD OF TEN (10) MONTHS STARTING AFTER THE SIGNING OF THE CONTRACT.

1. PURPOSE

- 1.1 The purpose is to clearly identify (grid and off-grid) electrified and un-electrified areas in order to achieve Universal Access to Energy and the impact on Generation, Transmission and Distribution network infrastructure requirements.

2. OBJECTIVES

- 2.1. The overall project objective is to develop a Provincial Integrated Electrification Master Plan that comprises a long term integrated plan (20 – 30 years); Three-to-Five year's Capital and Operational Plan; and a One-year Project and Budget plan for licensed entities (Municipalities and Eskom), within KZN province.

3. BENEFICIARY PROVINCE

- 3.1 The beneficiary province is the KZN within the Republic of South Africa (RSA). The Project is being sponsored by the Department of Mineral Resources and Energy (DMRE) – the 'Sponsor'. The project will be coordinated by the DMRE.

4. CONTRACTING AUTHORITY

- 4.1 The Contracting Authority is the DMRE. The support funding, administered by the DMRE, has been sourced from National Treasury.

5. OUTCOMES TO BE ACHIEVED

- 5.1 To ensure more connections, through increased efficiency in planning and the delivery process, the following should be seen as minimum study requirements to be performed by the Panel of Professional Service Providers (PSPs) pursuant to achieving the above objective:
- 5.2 The assessment and confirmation of existing and potential future electrification backlog based on demographic and economic analysis. The outcome of which should be a comprehensive national electrification status quo that will be used to develop a spatial view of where electrification imbalances exist.
- 5.3 Development of a Provincial Integrated Electrification Master Plan that will eradicate the electrification backlog in line with the Universal Access target. This plan should clearly identify the impact Universal Access will have on Generation, Transmission and Distribution network infrastructure requirements and should be developed in close co-operation with the Eskom and Municipal network planners.
- 5.4 Development of budget cost estimates and an associated phased implementation strategy for the required infrastructure development including household connections. These should be used to develop a cost of supply study per licensed entity that will eventually inform the connection cost.
- 5.5 Based on the connection cost and phasing, identify feasible off-grid electrification areas to be included in potential off-grid areas. Assess the current non-grid (solar home) system, explore the potential for mini- and micro-grids and make necessary recommendations.

6. GEOGRAPHIC AREA

- 6.1 This phase of the study will cover the KwaZulu-Natal Municipalities (excluding the Metropolitan Municipalities in these regions) and will consider all electrification areas and associated networks within both Eskom as well as Municipal areas of supply. A list of all licensed municipalities within the KZN province is attached as **Appendix A**.

7. SCOPE OF WORK

The following are seen as minimum activities to be developed to achieve the project objectives;

7.1 Project Inception

- 7.1.1 The objective of this phase is to ensure a complete understanding of, among other things, the approach, methodology, timelines, supporting information and deliverables of the project.

7.2 Status Quo Analysis

- 7.2.1 The outcome of this phase after completing an exercise in information gathering will be a dataset including GIS shape files indicating both the areas that are electrified and associated backlog quantities. The Status Quo will include information pertaining to:

- Bulk Supply System;
- Assessment of the current distribution system;
- Current Capacity;
- Accuracy of the Current Demand;
- Backlogs relating to the Millennium Development Goals (MDGs); and
- Efficiency Levels and Losses Assessment.

7.3 Future Demand, Needs and Challenges

7.3.1 The Spatial Development in line with the national initiatives that target areas for growth and development must be considered. With regard to Land Use, the anticipated energy demand and critical factors that would affect the service provision must be identified.

7.4 Analysis and Modelling

This exercise will include, but not limited to, the following:

- a) Demand side management;
- b) Bulk Supply (placement of primary substations);
- c) Upgrades and Refurbishment necessary;
- d) Expansion of networks;
Alternative Technologies, Solutions and Standards (where necessary);
- e) Financial Analysis and Cost Benefit (Cost of supply studies);
- f) Cost per connection analysis; and
- g) Risk Analysis

7.5 Breakdown of Plans

This activity should include the following:

7.5.1 One-year Project and Budget Plan

This plan should cover the projects to be delivered in the immediate future. It should indicate corrective actions that need to be taken immediately (within the first year) to ensure that the above-mentioned two stages will be realized.

7.5.2 Three-to-Five-Year Capital Plan

This plan should itemise projects to be developed over this period (3 – 5 years), having due regard for, and as far as practicably possible inform, the Medium Term Expenditure Framework (MTEF) estimates as they relate to electrification.

7.5.3 Long term integrated plan (20-30 years)

Long term integrated plan (20-30 years) taking into account anticipated economic and population growth. At a minimum, this should be based on the Spatial Development Framework and the Town Planning Scheme for the area(s). This should be accompanied by the present day cost and operational cost estimates which are adjusted so that the electricity department from the municipalities can prepare budgets for the Medium Term Financial Plan (MTFP) for the anticipated Capital costs and Operational and Maintenance (O&M) costs.

7.6 Identification of Grid vs. Off-Grid Areas

7.6.1 This task should build on the previous tasks in that specific Grid vs Off-grid areas should be evaluated and identified. The definition of Off-grid areas should be supported by suitable feasibility analysis, clearly showing the benefits of an area remaining Off-grid. The outcome of this task will be the spatial definition of Grid and Off-Grid area.

8 DRAW COMPARISON WITH INTERNATIONAL STANDARDS

8.1 A benchmarking exercise with leading countries will be conducted while the project is ongoing to ascertain the level at which the Master Plan is being conducted and implemented. The appointed service provider will recommend countries that the Department will be benchmarking against.

9. LOGISTICS AND TIMING

9.1 LOCATION

9.1.1 The operational base for the assignment is Pretoria, South Africa, although it is foreseen that site visits to various municipal entities as well as Eskom Operating Units will be required.

9.2 CONTRACTING

9.2.1 The project will commence after signing of the Contract.

9.2.2 Create employment/in-service training opportunities

9.2.2.1 The appointed service provider shall create employment and/or provide opportunities to grade 12 certificate recipients, graduates and persons seeking internship during the contract period with the Department. Opportunities that will be created for the above-mentioned candidates may include but not limited to:

- a) Data Collectors;
- b) Data Capturers;
- c) GIS Officials;
- d) Statisticians;
- e) Project Administrators;
- f) Energy Officers; and
- g) Clerks of Works.

9.3 PERIOD OF EXECUTION

9.3.1 The period of execution shall be categorised as per the Specific Activity outlined below and is for the duration of 10 months after the signing of a contract:

- a) **Inception Phase:** will be finalised within 2 weeks after signing of Agreement with the Department;
- b) **Status Quo:** will be finalised within 3 months after the finalisation of the inception phase;
- c) **Future Demand, Needs, Challenges, Analysis and Modelling:** will be finalised within 3 months after the completion of the Status Quo phase; and
- d) **Provincial Electrification Master Plan & Identification of Grid vs. Off-Grid Areas:** shall be finalised within 3 months after the completion of the Future Demands, Needs and Challenges phase; and
- e) **Close-out:** will be finalised in exactly 2 weeks after the finalisation of the Master Plan.

10. REPORTS

10.1 REPORTING REQUIREMENTS

10.1.1 The PSPs shall submit the Final Report and associated presentation that should reflect the outcome of all activities prepared throughout the study. All reporting shall be provided in written English. Submission by electronic means is acceptable for all except the Draft Final Report and the Final Report which must also be provided in printed forms (3 copies). Note that all hard copy reports must be properly bound.

10.1.2 Format for all deliverables: electronic files in WORD and/or EXCEL as well as GIS related or other modelling files that may be require tailor-made software/application(s). Files are to be forwarded by E-mail or CD-ROM.

10.2 SUBMISSION AND APPROVAL OF REPORTS

10.2.1 The PSPs shall on the basis of the comments, recommendations and requests provided by the DMRE, amend the reports and resubmit them within two weeks of receiving such comments.

10.2.2 The Final Report will be approved by the DMRE. The PSPs shall consider the comments of, and necessary revisions proposed by, the DMRE. Within 14 days from the receipt of the comments or modification proposal from the DMRE, the PSPs shall prepare and submit the final versions of the report. If no comments or proposed modifications are received from the DMRE within 14 days after the submission, the report will be considered tacitly approved.

10.3 COPYRIGHT

10.3.1 The Department (DMRE) (Employer) shall own and have copyright for all reports, studies, datasets and related documents gathered during the study. The DMRE will be entitled to dispose freely of this material for all project-related purposes. Use or dissemination of the above-mentioned reports/studies/datasets and related documents after the study had been concluded will need to be authorised by the DMRE.

10.4 OWNERSHIP OF DOCUMENTS AND DATA

10.4.1 All studies, reports and related data and documents such as maps, diagrams, plans, statistics and supporting material made available to the DMRE, as well as any software procured under the consulting assignment shall pass into the DMRE's ownership.

11. TAX CLEARANCE CERTIFICATE

- a) The potential panel of service providers (PSPs) must ensure compliance with their tax obligations.
- b) The potential service provider is required to submit its unique personal identification number (pin) issued by SARS to enable the Department to view the taxpayer's profile and tax status.

- c) Application for tax compliance status (TCS) or pin may also be made via e-filing. In order to use this provision, the taxpayer will need to register with SARS as an e-filer through the website www.sars.gov.za.
- d) The potential service provider may also submit a printed TCS together with the proposal.
- e) In proposals where consortia / joint ventures / sub-contractors are involved, each party must submit a separate proof of TCS / pin / CSD number.
- f) Where no TCS is available but the potential service provider/s is registered on the central supplier database (CSD), a CSD number must be provided.

12. SECURITY BACKGROUND CHECK

- 12.1 The DMRE reserves the right to conduct Security background checks in respect of the selected PSPs, its Directors and staff.

13. PROPOSALS AND BUDGET

- 13.1 The PSPs should prepare a technical proposal detailing the methodology to be used to gather information that will inform the status quo phase; how analysis and modelling of the licensee's network will be performed; how the required cost of supply studies per licensee's network will be conducted; how the Electrification Master Plan for the KZN province will be developed with detailed Long-Term Integrated Plan; a Three-to-Five Year Capital Plan; and a One Year Project and Budget Plan per licensed distributor.
- 13.2 Scheduled payments to the PSPs shall be made in line with the requirements of the Services and Processes for Estimating Fees for Persons Registered in terms of the Engineering Profession Act, 2000, (Act ra.,36 of 2), as illustrated on table 1 below:

Scheduled Payments Scenario

5%	Project Inception
15%	Status Quo Analysis including Information regarding the bulk supply system; Assessment of the current distribution system; and Efficiency Levels and Losses Assessment.
40%	Future Demand, Needs and Challenges; and Analysis and Modelling.
35%	Breakdown of Plans; and Identification of Grid vs. Off-Grid Areas.
5%	Handing over of final documents, systems, reports etc.

14. PROFESSIONAL INDEMNITY INSURANCE

14.1 The PSPs must provide a valid Professional Indemnity insurance from an authorized financial service provider of a minimum of **R 1 million** to cover errors and omissions that may arise in the provision of professional services to the Department. The Professional Indemnity insurance must be valid and in good standing for the duration of 120 days commencing from the closing date of the bids advertisement. If the PSP is appointed, it will be the responsibility of the PSPs to ensure that the indemnity insurance adequately covers the value of services awarded.

15. EVALUATION CRITERIA

The bidders will be evaluated in accordance with the following two stages, namely:

- a) Stage 1 : Functionality
- b) Stage 2 : Financial Offer and Preferential Evaluation

15.1 STAGE 1: Functionality

For purposes of evaluating functionality, the following values will be applicable:

1	Non-responsive	Will not be able to fulfil the requirements
2	Poor	Will partially fulfil the requirements
3	Acceptable	The bidder will be able to fulfil the requirements
4	Good	The bidder will be able to fulfil better in terms of the requirements
5	Excellent	Fully fulfil in terms of the requirements

15.1.1 PROPOSED METHODOLOGY AND APPROACH

15.1.1.1 The proposed methodology and approach proposal must respond to the scope of work and outline the proposed approach / methodology including that relating to development facilitation, environment, health and safety. The approach proposal should articulate what value-add the respondent will provide in achieving the stated objectives for the project. (The PSPs response will be guided by the content as listed in Appendix B).

15.1.1.2 The proposal should incorporate the following key aspects

- a) Technical approach and methodology should explain the PSP's understanding of the project objectives. It should highlight the issues of importance and explain the technical approach they will adopt to address them. The proposal should explain the methodologies, which are to be adopted, demonstrate the compatibility of these methodologies with the proposed approach and address any modifications required to complete the proposed scope of work.

- b) Management method should be developed and approved during the project-planning phase (inception phase) to confirm major deliverables/milestone and acceptance criteria. It should also be used to manage approved project processes and responsibilities.
- c) Project audits, reviews and approval by the DMRE, which will be identified during the project phase. The proposal must also describe how the results of these audits and reviews will be factored into the project planning.
- d) Discuss the process of benchmarking with other leading countries during the execution of the study and how this exercise will benefit the project.

The approach proposal should not be longer than five (8) pages. The scoring of the methodology and approach will be as follows.

Refer to the Functionality Evaluation Criteria Matrix on Table 4 for detailed evaluation process

15.1.2 EXPERIENCE AND QUALIFICATIONS OF THE BIDDER'S PROPOSED KEY RESOURCES/ EXPERTS

- 15.1.2.1 Experience of the key personnel in relation to the Scope of Work, will be evaluated from the following points of view:
- a) General experience (total duration of professional career), level of education and training and positions held of each key personnel member.
 - b) The education, training and experience of the key personnel members, that is directly linked to the sector and field/subject matter of the Scope of Work.

- c) The key personnel member's knowledge of issues, which the PSPs considers pertinent to the Contract project.
- d) Each Key Personal can only be considered for one identified key position, that is, no doubling of roles is allowed for this bid.

15.1.2.2 A CV of each key staff member of not more than 5 pages should be attached to this schedule. The duly signed CV should be structured under the following headings:

1. **Personal particulars:** Name, date and place of birth, place(s) of tertiary education and dates associated therewith and professional awards
2. **Qualifications & Registrations** (degrees, diplomas, grades of membership of professional societies and professional registrations – original certified within three months of the closing date).
3. Name of current employer and position in enterprise.
4. Breakdown of positions held from the time qualification was obtained to date.
5. Overview of post graduate/diploma experience (date, organisation and position).
6. Outline of recent and completed assignments/experience that has a bearing on the scope of work.

15.1.2.3 Failure to comply with these guidelines will render the CV invalid and thus will not be considered during evaluation.

15.1.2.4 High importance is placed on the qualifications and relevant experience of the staff proposed. The PSPs must ensure that, if selected for the assignment, the nominated staff will be assigned as proposed to meet the minimum requirements. Failure to do so may result in the award being cancelled by the DMRE (Employer).

Key Resource	Minimum Experience and Qualification for each PSP's proposed key resources/ experts
Team Leader	A Bachelor Degree in Electrical Engineering. Registered Professional Engineer or a Professional Engineering Technologist in terms of the Engineering Professions Act, 2000. Must have 5 years Electrical engineering experience in electricity infrastructure services provision. Planning, Design and Project Management of electrical engineering infrastructure required in municipal engineering services provision.
Electrical Engineer	A Bachelor Degree in Electrical Engineering. Registered Professional Engineer or a Professional Engineering Technologist in terms of the Engineering Professions Act, 2000. Must have 5 years Electrical engineering experience in electricity infrastructure services provision. Planning, design and project management of electrical engineering infrastructure required in municipal engineering services provision.
Town Planner	A Bachelor Degree in Town planning. Registered Professional Planner in terms of the Planning Profession Act, 2002 (Act 36 of 2002). Must have 5 years experience in spatial development planning in municipal environment; Management processes as it relates to the built environment.
GIS Specialist	A Bachelor Degree in Geographical Sciences (GIS)/ Bachelors of Science in Environmental Management (GIS), Professional registration as a Professional with SAGC; Must have 5 years' experience in; Managing collection, visualization and capturing of data from various formats and sources, spatial mapping and analysis of energy infrastructure related projects, manage, design and implement a database to store required data sets.

Refer to the Functionality Evaluation Criteria Matrix on Table 4 for detailed evaluation process

15.1.3 EVALUATION EXPERIENCE OF THE PSPs (LEAD PSPs AND ENTITIES IN JV, CONSORTIUM, ASSOCIATION, ETC)

15.1.3.1 The experience of the PSPs (or that of the constituent member in a joint venture, consortium or association) in the execution of projects within the provision of Macro Planning, Project Planning, Project Management Plans and Infrastructure Asset Management services, etc. in the municipal sphere over the past years will be evaluated. PSPs should very briefly describe their experience in this regard and attach this to the documents that will be sent to the department. The description should be consolidated in the format of the tables provided below.

Table1: Summarized Details of Experience / Track Record of the Bidding Entity in Executing Work of Similar Nature

EXPERIENCE / TRACK RECORD OF THE BIDDER OVER THE PAST 5 YEARS IN: Macro-Planning, Project Planning, Management Plan and Project Management of Electrical Infrastructure in the Municipal Sphere				
Employer, contact person and telephone number and email address	Description of Professional Services Provided in the Built-Environment / Infrastructure Planning etc.	Value of Service provided (inclusive of VAT (Rand)	Date Service Commenced	Date Service Ended
1.				
2.				
etc.				

15.1.3.2 With respect to subcontracted References; note that subcontracted professional services will need to be confirmed by the Client or Implementing Agent of the project. References that are not confirmed will not be considered.

15.1.3.3 The Reference Letter signed by the referee must be included in the documents that will accompany the bid submission. A separate letter must be submitted for each reference required in the evaluation of the bidder's experience and therefore failure to adhere to this requirement will result in such bid not considered. Note that Bidders are required to fulfil this requirement separately for each category they wish to be considered. An average score of at least 70 is required for the reference to be considered.

15.1.3.4 *Refer to the Functionality Evaluation Criteria Matrix on Table 4 for detailed evaluation process.*

15.1.4 LEAD BIDDER'S QUALITY MANAGEMENT SYSTEM

15.1.4.1 The Bidder needs to describe the quality management/ assurance plan that the organisation uses, and how it will be adopted for the proposed project.

- a. **Organisation's Quality Policy:** To explain the bidder's pre-existing quality processes, procedures and standard operational procedures.
- b. **Project Planning, Implementation and Monitoring:** To outline the bidder's understanding of the key deliverables and how quality will be assessed and ensured for each of the deliverables.
- c. **Document Management and Control:** To outline the bidder's processes in place to ensure that all project key milestones and contractual documentation is adequately recorded until such time that the information is required.
- d. **Risk Management:** To Identify risks and develop strategies to manage them throughout the project implementation period

15.1.4.2 Any ISO certification needs to be stated and proof need to be attached to the bid. Table 2 below details the evaluation criteria of this phase.

LEAD BIDDER'S QUALITY MANAGEMENT SYSTEM:		5
The Bidder demonstrates that they employ a reasonable quality assurance system and can prove that this system is in place, in use and it addresses the project planning, preparation, implementation and associated project support services.	Excellent: 5	
The Bidder demonstrates employment of a reasonable quality assurance system and can prove that this system is in place, in use and partly address project life cycle	Good: 4	
The Bidder demonstrate employment of a reasonable quality assurance system.	Acceptable: 3	
The Bidder fails to demonstrate employment of a reasonable quality assurance system and fails to prove that this system is in place and in use.	Poor: 2	
No Quality Assurance System submitted.	Non-responsive: 1	

15.1.5 PROPOSED APPROACH TO TRANSFER SKILLS/ KNOWLEDGE TO MUNICIPAL OFFICIALS WORKING IN THE SAME SECTOR

15.1.5.1 SKILLS TRANSFER

The appointed service provider will be required to recommend the necessary training to the Department's/ and Municipalities staff in order to ensure that on completion the Department/ and Municipalities will be in a position to update, maintain and operate the simulation software packages that will be submitted with the completed Master Plan. The Department currently have a licensed for Retic-Master and Power Office. The service provider will monitor the competence of the Department's staff that is seconded for the skills transfer. After the project has been completed, the service provider will make necessary hours available to the Department for support services

15.1.5.2 The Skills and knowledge Transfer approach must respond to the proposed Scope of Work and outline the proposed approach/ methodology and should include the following:

15.1.5.3 Capacitation for the DMRE and the Municipal Employees to be able to understand, update and implement the plan. This will explain the bidder's understanding of the initiative's objectives. It will highlight the processes/ resources in place and provisions that will be made available to achieve this objective.

15.1.5.4 The scoring of the Skills Transfer approach proposal will be as per Table 3 below:

LEAD BIDDER'S SKILLS TRANSFER APPROACH		5
In addition to meeting the Employer's requirements on skills transfer, the Bidder has sufficiently demonstrated that they have prior experience and ability on skills and knowledge transfer	Excellent: 5	
The Skills and Knowledge proposal was specifically tailored for the project and the Employer's objectives as described in the scope of work.	Good: 4	
The skills and knowledge proposals is generic and project specific. It does address the main objectives of the Employer	Acceptable: 3	
The skills and knowledge proposals is generic and not project specific. It does not address the main objectives of the Employer	Poor: 2	
No Skills and Knowledge Transfer submission made	Non-responsive: 1	

Table 4: Functionality Evaluation Criteria Matrix

No.	Criteria	Score	Weights
1.	PROPOSED METHODOLOGY AND APPROACH	<p>All the aspects are addressed in an innovative and efficient way, indicating that the PSP has outstanding knowledge of state-of-the-art approaches. The approach proposal details ways to create value in addition to the specified aspects= 5 points</p> <p>The approach is specifically tailored to address the specific project objectives and methodology and is sufficiently flexible to accommodate changes that may occur during execution. The PSP address fully all of the specified aspects of the proposal = 4 Points</p> <p>The approach is generic and not tailored to address the specific project objectives and methodology. The PSP only address fully two of the specified aspects of the proposal = 3 Points</p> <p>The technical approach and / or methodology is poor / is unlikely to satisfy project objectives or requirements. The PSP only address fully one of the specified aspects of the proposal = 2 points</p> <p>No response. Failed to address the question / issue = 1 point</p>	34
2.	<p>EXPERIENCE OF THE PSPs PROPOSED KEY RESOURCES/ EXPERTS</p> <p>a) Team Leader: Must have electrical engineering minimum of 5 years' experience in: Planning, Design and Project Management of electrical engineering infrastructure required in municipal engineering services provision</p> <p>b) Electrical Engineer: Must have 5 years electrical engineering experience in: Planning, design and project management of electrical engineering infrastructure required in municipal</p>	<p>7 years and above = 5 points 6 years = 4 points 5 years = 3 Points 4 years = 2 points 3 years and less = 1 point</p> <p>7 years and above = 5 points 6 years = 4 points 5 years = 3 points 4 years = 2 points 3 years and less = 1 point</p>	26

	<p>engineering services provision.</p> <p>c) Town Planner: Must have 5 years experience in: Spatial development planning in municipal environment; Management processes as it relates to the built environment;</p> <p>d) GIS Professional: Must have 5 years experience in; Managing collection, visualization and capturing of data from various formats and sources spatial mapping and analysis of energy infrastructure related projects manage, design and implement a database to store required data sets</p> <p>Signed CV's of the Team leader and Team members must be attached to the technical proposal as proof.</p> <p>QUALIFICATIONS OF THE PSPs PROPOSED KEY RESOURCES/ EXPERTS</p> <p>a) Team Leader: A Bachelor Degree in Electrical Engineering. Professional registration as a Professional Engineer or a Professional Engineering Technologist in terms of the Engineering Professions Act, 2000.</p> <p>b) Electrical Engineer: A Bachelor Degree in Electrical Engineering. Professional registration as a Professional Engineer or a Professional Engineering Technologist or Professional Engineering Technician in terms of the Engineering Professions Act, 2000.</p>	<p>7 years and above = 5 points 6 years = 4 points 5 years = 3 points 4 years = 2 points 3 years and less = 1 point</p> <p>7 years and above = 5 points 6 years = 4 points 5 years = 3 points 4 years = 2 points 3 years and less = 1 point</p> <p>Master's Degree = 5 points Honours = 4 points Bachelor = 3 points National Diploma = 2 points National Certificate = 1 point</p> <p>Master's Degree = 5 points Honours = 4 points Bachelor = 3 points National Diploma = 2 points National Certificate = 1 point</p>	<p>3</p> <p>3</p> <p>4</p> <p>3</p>
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	<p>c) Town Planner: A Bachelor Degree in Town Planning. Professional registration as a Professional Planner in terms of the Planning Profession Act, 2002 (Act 36 of 2002).</p> <p>d) GIS Professional: A relevant Bachelor's Degree in Geographical Sciences (GIS)/ Bachelors of Science in Environmental Management (GIS); Professional registration as a Professional with SAGC.</p>	<p>Master's Degree = 5 points Honours = 4 points Bachelor = 3 points National Diploma = 2 points National Certificate = 1 point</p> <p>Master's Degree = 5 points Honours = 4 points Bachelor = 3 points National Diploma = 2 points National Certificate = 1 points</p>	<p>3</p> <p>3</p>
3.	<p>EXPERIENCE OF THE BIDDER (LEAD TENDERER AND ENTITIES IN JV, CONSORTIUM, ASSOCIATION, ETC)</p> <p>a) Bidder has completed plans comprising of electricity Master Plan, Energy Efficiency and Demand Side Management System</p> <p>b) Bidder has successfully implemented electrical projects from project planning, design, monitoring and supervision and commissioning stage (as a consultant or Professional Service Provider) electrical infrastructure projects</p>	<p>5 macro- plans and above = 5 points 4 macro- plans = 4 points 3 macro-plans = 3 points 2 macro-plans = 2 points 1 macro- plan = 1 point</p> <p>4 projects and above = 5 points 3 projects = 4 points projects = 3 points 1 project = 2 points 0 projects = 1 point</p>	<p>30</p> <p>20</p> <p>10</p>
4.	<p>LEAD BIDDER'S QUALITY MANAGEMENT SYSTEM:</p> <p>a) The scoring of the Quality Management Systems proposal will be as indicated in paragraph 15.1.4.2</p> <p>LEAD BIDDER'S SKILLS TRANSFER APPROACH</p> <p>b) The scoring of the Skills Transfer Approach proposal will be as indicated in paragraph 15.1.5.4</p>	<p>Excellent=5 Good.=4 Acceptable=3 Poor=2 Non-responsive=1</p> <p>Excellent=5 Good.=4 Acceptable=3 Poor=2 Non-responsive=1</p>	<p>5</p> <p>5</p>
	Total		100

15.2 STAGE 2: Financial Offer and Preference Evaluation

15.2.1 With reference to the PPR 2017, the evaluation shall be based on the 80/20 Principle and the points for evaluation criteria are as follows:

Evaluation Criteria	Points
Price	80
Broad Based Black Economic Empowerment	20
Total	100

*The contract may be awarded to a tenderer that did not score the highest points, in accordance with section 2(1)(f) of the PPR 2017

16. BROAD-BASED BLACK ECONOMIC EMPOWERMENT

- a) Provisions of the Preferential Procurement Regulations (PPR) of 2017 will apply in terms of awarding points.
- b) Bidders are required to submit original and valid B-BBEE Status Level Verification Certificates or certified copies thereof together with their bids, to substantiate their B-BBEE rating claims.
- c) Bidders who do not submit their B-BBEE status level verification certificates or are non-compliant contributors to B-BBEE will not qualify for preference points for B-BBEE.
- d) A trust, consortium or joint venture must submit a consolidated B-BBEE status level verification certificate for every separate bid.

16.2 Bidders other than Exempted Micro Enterprises must submit the following document

- (a) Verification agencies accredited by SANAS.

16.3 Bidders who qualify as EMEs and QSEs

- (a) Sworn affidavit signed by EME or QSE representative and attested by a Commissioner of oaths.

16.2 The table below depicts the B-BBEE status level of contribution:

B-BBEE Status Level Contributor	Number of points (80/20 system)
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non Compliance contributor	0

17. PRICE

- 17.1 The price quoted must clearly indicate resources to be used, professional rates used, hours required to complete the work, overheads and admin costs, subsistence, travel and accommodation rates and any other costs included.
- 17.2 The total cost must be VAT inclusive and should be quoted in South African Rand (i.e. ZAR).
- 17.3 The service provider should provide hourly rates as prescribed by Department of Public Service and Administration (DPSA), Auditor- General (AG) or the body regulating the profession of the consultant.
- 17.4 The service Provider should provide (Subsistence & Travel (S&T)) rates that are in aligned to the National Treasury instruction note as follows:
- 17.5 Hotel Accommodation – R1550 per night per person, including breakfast, dinner and parking
- 17.6 Air travel must be restricted to economy class
- 17.7 Claims for kilometres may not exceed the rates approved by the Automobile Association of South Africa.

18. FORMAT AND SUBMISSION OF THE PROPOSAL

- 18.1 All the official forms (SBD) that are included in the bid document must be completed in all respects by bidders. Failure to comply will invalidate a bid.
- 18.2 Bidders are requested to submit two (2) copies: 1 original plus copy of the proposal and bid documents.

19. COMPULSORY BRIEFING SESSION

- 19.1 A compulsory briefing session will be held at the Department of Mineral Resources and Energy offices at 192 Visagie Street, Pretoria on the **21st October 2020 at 10h00.**

20. CLOSING DATE

- 20.1 Proposals must be submitted by **10th November 2020** at 11H00 at 192 Visagie Street, Pretoria, in the bid box marked Department of Mineral Resources and Energy.

21. ENQUIRIES

- 21.1 All general enquiries relating to bid documents should be directed to:
Nonhlanhla Zingwevu / Samuel Msiza
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