



NOTICE NO. SCTIE MINI 2023 01

Kindly furnish us with a written quotation for services as detailed below.

BACKGROUND

SCTIE is mandated to drive the economy of Ugu region through positioning it as a tourism and investment destination, and as an official economic development arm, SCTIE intend to proactively identify and unlock the full tourism, trade and investment potential of the region. In successfully implementing the mandate, SCTIE understands that the mission is to develop and promote an inclusive diverse, and sustainable economy that is beneficial to all citizens within Ugu district municipal areas.

South Coast Tourism & Investment Enterprise (SCTIE) wishes to appoint a reputable, experienced service provider that will conduct Ugu District One Stop Shop demand assessment amongst key relevant stakeholders in the district.

One of the medium-term projects i.e. One Stop Shop under investment unit will facilitate the development of effective structures to assist investors and promote economic sustainability of the district. Through One Stop Shop the aim is to achieve the following:

- Transformation of the economy and inclusion of the previously disenfranchised into the mainstream economy.
- Restructuring of the spatial geography through spatial planning and strategically catalytic projects (e.g. IFAFA Industrial Park).
- Investments be directed towards nodes in order to strengthen sustainability and impact.
- Enhance existing sustainable economic development opportunities;
- Protect and enhance the quality of the environmental assets and harmonise with human development through planning; and
- Facilitates non-discriminatory access to a range of services and development opportunities.

In order to achieve the above, it is necessary for the SCTIE to support developers and investors in terms of key services that support economic growth.

A typical value chain process for developers and investors to navigate land development from land (re)zoning services to construction phase requires in general a four-stage process:

- a. Land acquisition and rezoning phase** – these would include the release of land from the Act 70 of the Agriculture Act of 1970, SPLUMA, etc.
- b. Regulatory approvals** – Environmental Impact Assessment and Authorisation, Traffic Impact Assessment Studies, etc.
- c. Licences and permits** – Sector specific licences such as Water Use Licences.
- d. Sector specific permits or approvals** – Companies require sector specific approvals such as petroleum licences if operating as a fuel service station, tourism grading star if operating in the tourism sector or mining permits or licences if operating in the mining sector or permits for abattoirs if operating in the agriculture space.

This means that a typical developer would have to go through a number of steps to get the project to construction phase. This has implications in terms of processes that need to be complied with, the professional studies that need to be conducted in order to comply with the requirements and the financial implications associated with these various stages of development.

Consequently, these processes take long lead times to establish a typical catalytic project. This in turn gives rise to red tape as developers and investors face a number of obstacles to secure approvals along the value chain, such that development projects take more than 4 to six years to get to construction or top structure.

PROJECT OBJECTIVES

- To deal with the challenges along the value chain as outlined above.
- To determine if there is a need to establish Ugu District One Stop Shop which will support developers and investors.

PROPOSED METHODOLOGY

The service provider to be appointed needs to come up with a clear proposed methodology that will need to be followed in order to come with clear plan or strategy to answer project objectives.

The methodology must address the following questions:

- a. Is there a sufficient number of entities that would need these typical services that developers and investors would need in order to go through the various approvals?

- b. What specific services would developers and investors need most which may be driven by the comparative advantages of Ugu District Municipality?
- c. Who are the key stakeholders in Ugu District that need to be consulted in order to have a fair representative spread of the responses representing the key role players in the development space of Ugu District Municipality?
- d. What mechanism should be followed in order to obtain key information that would help SCTIE to determine if the services are required in the Ugu District Municipality?
- e. Based on the services required and demand assessment, what minimal and optimal resources does the SCTIE need to deploy in order to service investors in the Ugu District Municipality?
- f. How much capital investment is required to set up the office in the District Municipality?

BUDGET

The proposal must indicate the proposed budget in order to complete the assignment.

TIMELINES

The proposal must indicate the expected timelines in order to complete the assignment and it should not exceed two months from instrument design to implementation and report compilation.

TEAM COMPOSITION

The proposal must indicate the team composition, indicating the key role players that would be available in executing this assignment.

EVALUATION CRITERIA

All quotations will be evaluated for functionality and B-BBEE 80/20 preference point system. Based on the results of the evaluation process, SCTIE will approve the preferred service provider.

Service provider that scores the minimum of 70% on functionality will proceed to the second stage of evaluation.

FUNCTIONALITY

Competence	Competence factors	Key Aspects of Criterion	Points
Company Experience (30%)	Number of years involved in similar development	5 years and above working experience	30
		3-4 years working experience	20
		1-2 years working experience	10
Instrument design (30%)		Feasibility, Presentation & Execution, Interpretation Consolidation	10 10 10
Capacity (40%)	Project leader	5 and more projects completed Less than 5 projects completed	20 10
	Operational capacity	5 and more team members for the assignment Less than 5 team members for the assignment	20 10

Service providers are required to be registered on the Central Supplier Database. It is the responsibility of the supplier to provide us with the most recent printout from CSD, whilst also providing us with their CSD registration number.

Quotations must be marked: **TENDER NO. SCTIE MINI 2023 01** and must be sent to or delivered to **16 Bisset Street**, Port Shepstone, 4240 by no later than **27 September 2022 at 12H00.**

For all transactions exceeding R15000.00 a valid Tax Clearance Certificate or the SARS Pin from SARS must be furnished.

The attached MBD 1 and MBD 4 must be filled, signed and submitted with the quote.

NB: Members or Directors of Companies or service providers who are state employees are not allowed to bid or quote.

FAILURE TO COMPLY WITH THESE CONDITIONS MAY INVALIDATE YOUR OFFER.

All queries in respect of the above should be addressed to Lihle on 039-682 9744 or Lihle@sctie.co.za

The Agency does not bind itself to accept the lowest or any quotation and reserves the right to accept the whole or any part of the quote.

COMPANY STAMP COMPANY STAMP	_____ COMPANY FULL NAME
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AUTHORISED SIGNATURE FULL
NAME & SIGNATURE

**PART A
INVITATION TO BID**

YOU ARE HEREBY INVITED TO BID FOR REQUIREMENTS OF THE (NAME OF MUNICIPALITY/ MUNICIPAL ENTITY)

BID NUMBER:	CLOSING DATE:	CLOSING TIME:	
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DESCRIPTION	
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THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FILL IN AND SIGN A WRITTEN CONTRACT FORM (MBD7).

BID RESPONSE DOCUMENTS MAY BE DEPOSITED IN THE BID
BOX SITUATED AT (STREET ADDRESS

SUPPLIER INFORMATION

NAME OF BIDDER							
POSTAL ADDRESS							
STREET ADDRESS							
TELEPHONE NUMBER		CODE		NUMBER			
CELL PHONE NUMBER							
FACSIMILE NUMBER		CODE		NUMBER			
E-MAIL ADDRESS							
VAT REGISTRATION NUMBER							
TAX COMPLIANCE STATUS		TCS PIN:		OR	CSD No:		
B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE [TICK APPLICABLE BOX]		<input type="checkbox"/> Yes <input type="checkbox"/> No		B-BBEE STATUS LEVEL SWORN AFFIDAVIT		<input type="checkbox"/> Yes <input type="checkbox"/> No	

[A B-BBEE STATUS LEVEL VERIFICATION CERTIFICATE/ SWORN AFFIDAVIT (FOR EMES & QSEs) MUST BE SUBMITTED IN ORDER TO QUALIFY FOR PREFERENCE POINTS FOR B-BBEE]

ARE YOU THE ACCREDITED REPRESENTATIVE IN SOUTH AFRICA FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES ENCLOSE PROOF]	ARE YOU A FOREIGN BASED SUPPLIER FOR THE GOODS /SERVICES /WORKS OFFERED?	<input type="checkbox"/> Yes <input type="checkbox"/> No [IF YES, ANSWER PART B:3]
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TOTAL NUMBER OF ITEMS OFFERED	TOTAL BID PRICE	R
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SIGNATURE OF BIDDER	DATE
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CAPACITY UNDER WHICH THIS BID IS SIGNED

BIDDING PROCEDURE ENQUIRIES MAY BE DIRECTED TO: TECHNICAL INFORMATION MAY BE DIRECTED TO:

DEPARTMENT	CONTACT PERSON
CONTACT PERSON	TELEPHONE NUMBER
TELEPHONE NUMBER	FACSIMILE NUMBER

FACSIMILE NUMBER		E-MAIL ADDRESS	
E-MAIL ADDRESS			

PART B TERMS AND CONDITIONS FOR BIDDING

1. BID SUBMISSION:	
1.1.	BIDS MUST BE DELIVERED BY THE STIPULATED TIME TO THE CORRECT ADDRESS. LATE BIDS WILL NOT BE ACCEPTED FOR CONSIDERATION.
1.2.	ALL BIDS MUST BE SUBMITTED ON THE OFFICIAL FORMS PROVIDED--(NOT TO BE RE-TYPED) OR ONLINE
1.3.	THIS BID IS SUBJECT TO THE PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT AND THE PREFERENTIAL PROCUREMENT REGULATIONS, 2017, THE GENERAL CONDITIONS OF CONTRACT (GCC) AND, IF APPLICABLE, ANY OTHER SPECIAL CONDITIONS OF CONTRACT.
2. TAX COMPLIANCE REQUIREMENTS	
2.1	BIDDERS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
2.2	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.
2.3	APPLICATION FOR THE TAX COMPLIANCE STATUS (TCS) CERTIFICATE 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.
2.4	FOREIGN SUPPLIERS MUST COMPLETE THE PRE-AWARD QUESTIONNAIRE IN PART B:3.
2.5	BIDDERS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
2.6	IN BIDS WHERE CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
2.7	WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
3. QUESTIONNAIRE TO BIDDING FOREIGN SUPPLIERS	
3.1.	IS THE ENTITY A RESIDENT OF THE REPUBLIC OF SOUTH AFRICA (RSA)? <input type="checkbox"/> YES <input type="checkbox"/> NO
3.2.	DOES THE ENTITY HAVE A BRANCH IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO
3.3.	DOES THE ENTITY HAVE A PERMANENT ESTABLISHMENT IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO
3.4.	DOES THE ENTITY HAVE ANY SOURCE OF INCOME IN THE RSA? <input type="checkbox"/> YES <input type="checkbox"/> NO
3.5.	IS THE ENTITY LIABLE IN THE RSA FOR ANY FORM OF TAXATION? <input type="checkbox"/> YES <input type="checkbox"/> NO
<p>IF THE ANSWER IS "NO" TO ALL OF THE ABOVE, THEN IT IS NOT A REQUIREMENT TO REGISTER FOR A TAX COMPLIANCE STATUS SYSTEM PIN CODE FROM THE SOUTH AFRICAN REVENUE SERVICE (SARS) AND IF NOT REGISTER AS PER 2.3 ABOVE.</p>	

**NB: FAILURE TO PROVIDE ANY OF THE ABOVE PARTICULARS MAY RENDER THE BID INVALID.
NO BIDS WILL BE CONSIDERED FROM PERSONS IN THE SERVICE OF THE STATE.**

SIGNATURE OF BIDDER:

CAPACITY UNDER WHICH THIS BID IS SIGNED:

DATE:

DECLARATION OF INTEREST

- 1. No tender/quotation will be accepted from person in the services of state.
- 2. Any persons having a kinship with persons employed by the state, including a blood relationship, may make an offer or offers in terms of this invitation to tender or quotation. In view of possible allegations of favouritism, should the resulting tender, or part thereof, be awarded to persons employed by the state, or to persons connected with or related to them, **it is required that the vendor or their authorized representative declare their position relation to the evaluating/adjudicating authority and/ or take an oath declaring his/her interest.**
- 3. In order to give effect to the above, the following questionnaire must be completed and **submitted with this application.**

3.1. Full Name of service provider or his or her representative:
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3.2. Identity Number:.....

3.3. Company Registration

3.4. Tax Reference Number :

3.5. VAT Registration Number.....

3.6. Are you presently in the service of state? **YES** **NO**

3.6.1. If so, furnish particulars:
.....
.....

3.7. Have you been in the service of the state for the **YES** **NO**
Past twelve months?

3.7.1. If so please furnish particulars:
.....
.....

3.8. Do you have any relationship (family, friend, other) with person in the service of the state and two who may be involved with the evaluation and/ or adjudication of this tender? **YES** **NO**

3.8.1. If so, furnish particulars:
.....
.....

3.9. Are you aware of any relationship (family, friend, other) between a tenderer and any persons in the service of state who may be involved with the evaluation and/ or adjudication of this tender? **YES** **NO**

3.9.1. If so, furnish particulars:

.....
.....

3.10. Are any of the company's directors, managers, principle shareholders or stakeholders in service of the state? **YES** **NO**

3.10.1. If so, furnish particulars

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.....

3.11. Are any spouses, child or parent of the company's directors, managers, principle shareholders or stakeholders in the service of the state?

YES **NO**

3.11.1. If so, furnish particulars:

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**MSCM Regulations: "in the service of state" means to be –*

a) a member of-

I) Any municipal council

II) Any provincial legislature; or

III) The national assembly or the national Council of providers;

b) a member of the board of directors of any municipal entity;

c) an official of any municipality or municipal entity;

d) an employee of any national or provincial department, national or provincial public entity or constitutional institution within the meaning of the Public Finance Management Act 1999 (Act 1 of 1999);

e) a member of the accounting authority of any national or provincial public entity, or an employee of parliament or a provincial legislature

CERTIFICATION

I, the undersigned (name)

Certify that the information furnished on this declaration form is true and correct.

I accept that the state may act against me should this declaration prove to be false.

.....

Signature

.....

Date

.....

Position

.....

Name of Tenderer