

REQUEST FOR PROPOSAL
AIR QUALITY MONITORING IN THE COEGA SEZ
CONTRACT NO: CDC/103/25

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

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

INVITATION AND SCOPE OF WORK

The Coega Development Corporation's (CDC) air quality monitoring network currently consists of two ambient monitoring stations, situated in Zones 5 (Amsterdamplein) and 6 (Saltworks), and a mobile screening tool (Earthsense Zephyr) installed in Zone 4 of the Coega Special Economic Zone (SEZ).

The CDC invites suitably qualified service providers to respond to the Request for Proposal to manage the air quality monitoring network in the Coega SEZ and conduct the requisite monitoring and reporting in line with the terms of reference contained in the Request for Proposal. The contract to conduct air quality monitoring in the SEZ will be for a period of five (5) years.

Motivation for the Project

Air Quality Monitoring is a condition contained in the CDC's Environmental Authorisation (A24/29/3/20/7) issued by the Department of Environmental Affairs. Air Quality Monitoring commenced at Coega in 2000. The CDC has established a comprehensive baseline, against which we monitor trends in air quality to ensure compliance with Air Quality legislation. CDC's air quality and meteorological data is also used to develop and maintain an air dispersion model which is used to support investment attraction into the Coega SEZ.

The Scope of Work includes the following:

- a) Visit the two (2) Air Quality Monitoring (AQM) stations and screening tool on a fortnightly basis to:
 - a. Check for satisfactory operation of all monitoring devices; and
 - b. Conduct routine maintenance of the AQM stations
- b) Based on experience with the maintenance of the CDC's Air Quality Monitoring Network, bidders are to provide an allowance for one (1) ad hoc visit/month for unforeseen incidents / problems
- c) Ensure 90% validated data is collected. Data validation must be according to South African Air Quality Information System (SAAQIS) requirements.
- d) Data to be provided to SAAQIS on a monthly basis.
- e) Raw and validated data belong to the CDC and copies of such must be provided to CDC with monthly reports.
- f) Maintain the air quality and meteorological monitoring equipment to ensure optimal availability of data; data availability must be in excess of 90%. This includes quarterly calibration of all analysers and annual calibration of the meteorological equipment by a SANAS accredited facility.
- g) Data must be inspected daily for abnormalities. CDC to be informed of any outliers by means of a daily reporting spreadsheet, which provides the details of all data obtained from the stations the previous day.
- h) Produce monthly, quarterly and annual Air Quality Monitoring reports based on monitoring data. Reports must contain a detailed executive summary outlining data collected for the period, data recovery rates, equipment and data availability, any exceedances (and reasons) of the national ambient air quality standards (NAAQS), exception reporting, and trends in the data; trend analysis must include all historic data which the CDC will provide.
- i) Establish and refine systems for data management and reporting in discussion with the relevant CDC Project Manager.
- j) Provide consumables for all existing analysers in the 2 air quality stations for the duration of the contract.
- k) Provide an allowance for unforeseen equipment repairs for the duration of the contract.
- l) Provide an allowance for the replacement of the temperature and relative humidity sensors in the 2 AQM stations. The sensors will only be replaced if and when they no longer respond to calibrations.
- m) The CDC's AQM Stations are fitted with evLoggers running the EnviLogger software, which is a component of the EnviViewer suite. The loggers currently transmit the data to SAAQIS and store 1-minute data internally, as per the requirements of SANAS Report No. TR 07-03, "Supplementary Requirements for the Accreditation of Continuous Ambient Air Quality Monitoring Stations". This internal storage serves as backup data source. Appointed service provider must ensure that the necessary SIM cards are provided to continue transmission of the data to SAAQIS. Daily data checks are done by extracting raw data from SAAQIS on a daily basis and calculating the necessary statistics. Data can be downloaded in various formats. Data validation is done directly on the SAAQIS site, using the SAAQIS software (EnviDas). Appointed service provider must have the necessary facilities and experience in the use of the EnviDas software to download daily data and to do monthly data validation. Proposals must consider transmission of data in the required format, as required by SAAQIS.

CONDITIONS OF TENDER

- a) The CDC's Procurement Policy and Procedures shall apply.
- b) The following shall apply:
 - (i) Public Finance Management Act (PFMA);
 - (ii) National Treasury Regulations;
 - (iii) National Environmental Management Act (107 of 1998);
 - (iv) Preferential Procurement Policy Framework Act, 2000;
 - (v) Preferential Procurement Regulations, 2022;
 - (vi) Occupational Health and Safety Act and Regulations, Act (85 of 1993);
 - (vii) Compensation for Occupational injuries and disease Act (130 of 1993);
 - (viii) B-BBEE Act Number 53 of 2003 (as amended by Act number 46 of 2013);
 - (ix) The National Qualifications Framework Amendment Act (12 of 2019);
 - (x) The Skills Development Act (97 of 1998);
 - (xi) Disaster Management Act (57 of 2002);
 - (xii) Broad Base Black Economic Empowerment – B-BBEE Act Number 53 of 2003 (as amended by Act number 46 of 2013); and
 - (xiii) Any other applicable legislation.
- c) The 80/20 preference point system will apply, where:
 - (i) Price - **80**
 - (ii) Specific goals - **20**
- d) An Entity that is part of the JV/Consortium is not permitted to form part of more than one bid submission in terms of the Competition Act 1996.
- e) Bidders must be VAT registered and bids must be submitted VAT inclusive. Non-VAT vendors who submit bids for contracts that would, if successful, take their annual turnover above the threshold of R 1 million are obliged to include VAT in the prices quoted and must therefore immediately upon award of the contract register with the South African Revenue Services (SARS) as VAT vendors. The award of contract would be conditional pending the successful bidder submitting proof of registration as a VAT vendor with SARS.
- f) Should the VAT rate change between the period of Advertisement and Closing of Tender, the VAT will be adjusted accordingly.
- g) Bidders (all the members in the Bidding Team in the case of Consortia or Joint Ventures) must provide proof of registration on the National Treasury's Central Supplier Database (CSD) or provide a Treasury CSD registration number e.g. MAAAO...
- h) CDC will only award the tender to a bidder who is tax compliant. The tax compliance status of the bidders (and all the members in the Bidding Team in the case of Consortia or Joint Ventures) will be verified through CSD and South African Revenue Services (SARS) website.
- i) Bidders with less than 51% black shareholding (QSEs & Generics) are to submit a valid SANAS Accredited B-BBEE Verification Certificate (with the full applicable B-BBEE elements). Bidders with more than 51% black shareholding (EMEs & QSEs) are to submit a sworn affidavit stamped and signed by the Commissioner of Oaths as per the DTI B-BBEE template. In case of a JV, a consolidated B-BBEE certificate must be submitted as well as individual B-BBEE Certificates/affidavit of their entities to confirm the type of enterprise.
- j) Bidders and all its Consortium/JV members if any, must confirm their company registration with Companies and Intellectual Property Commission (CIPC) (formerly CIPRO) as CDC will not award any bid to any business that appears on the CIPC List of de-registered businesses. The CDC may verify company registration with CIPC through BizPortal.
- k) In case of JV's/Consortia, the Bidder must include the JV agreement or an Intent to Enter into a JV/Consortium Agreement. The actual copy of the JV/Consortium Agreement would be required when contract is concluded with the successful bidder.
- l) The CDC will not award more than five (5) active projects to one bidder, unless one project has reached 80% completion stage and beyond. Capacity assessment may be conducted in an event that the recommended bidder is the only responsive service provider and has already been awarded five contracts.
- m) Bidders will be evaluated on functionality and are expected to meet the minimum of 60 points threshold to be evaluated further. The evaluation criteria for measuring functionality and weight of each criterion are provided in Table A1 & A2 of the RFP document.
- n) Bidders are expected to provide a single bid document that describes the methodology and approaches to conducting air quality monitoring in the Coega SEZ and includes a completed and signed pricing schedule.
- o) The successful bidder will be required to comply with the Occupational Health and Safety Act and Regulations, Act (85 of 1993); Compensation for Occupational Injuries and Disease Act, Act (130 of 1993); National Environmental Management Act, Act (107 of 1998) and Disaster Management Act, Act (57 of 2002) and, all relevant legislations throughout the duration of the contract.
- p) Public servants are prohibited from doing any form of business with organs of state, whether in their own capacity as individuals or through companies in which they are directors. Verification will be done, and bidders will be disqualified should they be found to be in contravention with the regulations.
- q) It is incumbent upon and the responsibility of the Prospective Bidders to submit their full and correct contact details when they download the RFP Document to enable any communication that the CDC might need to issue to all the Prospective Bidders during the bidding process to be realised. The CDC will not be accountable for any such omission or failure by the Prospective Bidders.
- r) Incomplete RFP Document will result in the submissions being deemed null and void and shall be considered non-responsive.
- s) Any misrepresentation of information will lead to immediate disqualification of the Bidder's Submission. It is imperative that the duly authorised person conducts quality control on all the documentation to be submitted to the CDC as part of this RFP and signs the submission as a correct and sound documentation that the CDC could put its reliance on.
- t) In case of a JV/Consortium, one member of the JV/Consortium may attend the Briefing Meeting.
- u) Bidders must complete and sign the POPI Act consent form. In case of Joint Venture/Consortium, a separate form in respect of each party to the JV must be completed.
- v) The tender validity period for this project is **twelve (12) weeks** from closing date.
- w) The appointment will be for five (5) years.

The RFP documents will be available for download from the CDC website (www.coega.co.za) or National Treasury e-tender portal publication from **Thursday, 17th April 2025** at no cost. The CDC will not take responsibility for any errors that may occur in the downloading of documents. Bidders are therefore required to ensure that they download the full pack with no missing pages. Potential bidders will be required to provide their email addresses in the system before downloading the documentation for correspondence purposes. Potential bidders must therefore ensure that the email addresses are correct.

Queries relating to the RFP may be addressed to Ms. Zine Mtanda, Unit Head: Supply Chain Management e-mail: tenderscdc10325@coega.co.za between the period of **17th April to 15th May 2025**. No new queries received after **15th May 2025** will be considered.

A **Non-Mandatory Virtual Briefing Meeting** will be held on **Tuesday, 6th May 2025 at 10h00** via Microsoft Teams. The link to join the meeting is as follows: [Click here to join the meeting](#). Briefing notes will be shared with potential bidders who downloaded the tender documentation, provided their correct email addresses, and will be posted on the website.

The closing date and time for the receipt of complete bid documents is **12h00, Thursday, 22nd May 2025**.

One original completed bid document shall be placed in a sealed envelope clearly marked:
"CDC/103/25 – AIR QUALITY MONITORING IN THE COEGA SEZ"

Bids are to be placed in the tender box at the CDC's Main Office located at the **Coega Business Centre, Cnr Alcyon Rd and Zibuko Street, Zone 1, Coega SEZ, Port Elizabeth**. RFP documents will not be opened in public. No late submissions will be considered.

Failure to provide mandatory information required in the bid will result in the submissions being deemed null and void and shall be considered non-responsive. Telegraphic, telexed, tippexed, facsimiled submissions will not be accepted.

No telephonic or any other form of communication relating to this Tender with any other CDC member of staff, CDC Agent, Client, or any other role players will be permitted.

All enquiries regarding this tender must be in writing only, and must be directed to:
Ms. Zine Mtanda, Unit Head: Supply Chain Management; e-mail address: tenderscdc10325@coega.co.za

There shall be no disclosure, other than to the Clients legal and technical advisors of the tender amounts, method of work, terms, conditions, etc., to any other service tenderer nor to any parties who have not submitted tender documents. The CDC reserves the right not to accept the lowest proposal in part or in whole or any proposal.

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