



Western Cape
Government

SELECTION OF A LONG-TERM PARTNERING ENTITY
IN THE GROWTH OF THE GREEN ECONOMY IN THE WESTERN CAPE
CALL FOR PROPOSALS

Issued by: DEPARTMENT OF ECONOMIC DEVELOPMENT & TOURISM

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Extended closing date: 24 January 2023 at 17h00

Submit to: DEDAT.GEES@westerncape.gov.za

Queries: DEDAT.GEES@westerncape.gov.za

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1. INTRODUCTION

- 1.1 This project seeks to support an entity to provide services to grow the green economy (focus on energy and water) for a 12-month period that would enable the entity to improve the co-ordination and competitiveness of the industry through a business ecosystem.

2. BACKGROUND

- 2.1 The economy cannot run without secure and affordable energy and water i.e. energy and water are binding constraints to economic growth. The economic impacts of water and energy insecurities as well as global climate change response actions (e.g. carbon taxes and trade barriers) highlight why resource resilience is a necessary condition for business competitiveness, confidence, investment, growth, job preservation and job creation. In addition, growing the green economy sector (i.e. those businesses that provide green technologies, products and services) enables local manufacturing and job creation opportunities.
- 2.2 Given the above, 'energy resilience and the transition to net zero carbon' and 'water resilience' are both priority focus areas of the draft Western Cape Government Growth for Jobs Strategy.

3. COMPLIANCE CRITERIA

The compliance **qualifying criteria** listed below will be strictly applied and **compulsory documents** must be submitted as part of the application process.

- 3.1 A fully completed **funding proposal of between 15 – 20 pages, excluding Annexures and supporting documents.**
- 3.2 **Company registration documents** or documents of incorporation (NPO/NPC/NGO) Registration Certificate as proof the organisation is in formal existence (formally registered or incorporated) for more than **5 (five) years.**
- 3.3 **A valid tax compliant verification report and pin nr ("TCS")** that is not older than thirty (30) business days as at the date of submission of the application must be provided. The organisation must be **tax compliant** at the time of application. Successful applicants must also be tax compliant at the time of signing an agreement with the Department.
- 3.4 **Audited Annual Financial Statements** for the **two most recent years** must be submitted. The organisation must have obtained an **unqualified audit opinion** during its latest financial period.

4. ENTITY PROPOSAL

4.1 The entity that will be selected would need to demonstrate how **this** funding would allow for the below to be realised; note that **only energy work** can be supported up to the end of **March 2023**, with both **energy and water work** supported for the remainder of the contract:

- direct support to the economy through help desks and the provision of information (technical, financial, regulatory etc.) on energy-related and water-related matters.
- industry briefs and information packs that will assist businesses with investment decisions on the installation of renewable energy systems.
- strengthening of the ecosystem through promotion and awareness campaigns; providing specialist market intelligence reports for use by investors and industry players; provide technical and regulatory inputs (e.g., policy, legislation, regulations, standards etc.)
- supplementary support to municipalities regarding their solar PV registration processes, SSEG frameworks and feed-in tariff; support to municipalities on council applications for wheeling policies and wheeling tariffs, technical and financial issues, NERSA tariff applications; municipal electricity decision support and the provision of analyses where required.

4.2 A funding proposal with budget breakdown must be provided that should include (with examples where relevant):

4.2.1 the aims, objectives, profile and description of the entity.

4.2.2 the approach towards acting as a trusted, ecosystem co-ordinated, independent, non-biased and responsive industry-facing body for the green economy. And how this role would be realised in a partnership between the responding non-profit/non-governmental organisation/entity and the Western Cape Government, other spheres of government, business and industry chambers and associations, research institutions, NGOS/NPOS, entrepreneurs, businesses, and multiple other stakeholders.

4.2.3 the approach towards identifying economically viable green economy business opportunities focused on the energy and water sectors.

4.2.4 the approach towards identifying and unlocking barriers that prevent green economy opportunities from being realised, focused on energy and water.

4.2.5 the approach to aiding green economy businesses (i.e. supply side - green technology, product or service suppliers) with a focus on energy and water to help them grow, establish, invest and generate employment opportunities in the Western Cape.

- 4.2.6 the approach to aiding the demand side of the green economy (with a focus on energy and water) – i.e., supporting businesses to green e.g. their design/ products/ operations/ logistics/ value chains.
- 4.2.7 evidence of delivery capabilities (i.e. experienced people with the right skills set available to undertake the work) in the green economy as per the above e.g. provision of organogram, what potential capacity might be required; a minimum of 3 persons for each sector (energy and water) as well operational staff required which would equate to a minimum of 10 people or more, with good green economy experience. Skills set relevant/ related to the work being done, number of years' experience of staff (CVs), or evidence of the projects they have done vs projects they have outsourced. Provide the table which gives a breakdown of staff with their experience and qualifications (Annex E).
- 4.2.8 evidence of the entity having experience networking or working with national and international stakeholders in the green economy. The entity is expected to illustrate the extent of their networks and stakeholder liaison in the green economy.
- 4.2.9 an overview of the proposed outcomes and impacts of interventions, how the outcomes and impacts of interventions would be assessed, and how overall work progress would be monitored and evaluated and used for any course corrections.
- 4.2.10 track record of the entity's ability to leverage additional funding to support green economy related work (including work areas / projects and amounts leveraged).
- 4.2.11 The entity has operated for at least past 5 years in the green economy, particularly in the energy and water sectors, .improving the resource resilience of businesses or organisations, and working with at least two of the three spheres of government. this should be provided in the form of a summary table of relevant projects as per Annexure C.

5 OBLIGATIONS ON THE RESPONDENTS

- 5.1 Respondents to this CFP must follow the format presented in the response form below. Any appendices must be marked clearly to indicate which section of the response form they relate to.
- 5.2 Respondents are required to define their solution in appropriate detail and to describe the ways in which it meets the requirements defined in the CFP. Respondents are also required to define and elaborate on any other features, functions and/or capabilities relevant to the information provided, but not stated as requirements in the CFP.
- 5.3 Note all requirements for evidence in Annexure A must be provided.
- 5.4 The Department will exercise a strict and robust approach to monitoring the funds transferred to the successful entity (respondent).
- 5.5 The successful respondent will:
 - 5.5.1 Need to enter into a Transfer Payment Agreement (TPA) with the Department. Monitoring, evaluation, and reporting will be outlined in the TPA, which will include a requirement for quarterly oversight meetings between the entity and the Department.
 - 5.5.2 On a quarterly basis, provide the Department with a signed (by the CFO / Financial Director or equal) expenditure report together with bank statements and source documents for all transactions.

6. DISCLAIMER

- 6.1 As this is a 'Call for Proposals' only. The Department reserves the right not to appoint any particular entity, or an entity that does not comply with the conditions of this Call for Proposals and / or if information is obtained by the Department about the entity which could put the Department at risk.
- 6.2.1 The Department reserves the right not to allocate funding.

7. APPLICATION PROCESS

- 7.1 The response process entails the completion of all required information and the emailing of all documents to DEDAT.GEES@westerncape.gov.za . Only emailed submissions received before the closing date and time will be considered. no hand delivered responses will be considered. The application pack will be available at: <https://www.westerncape.gov.za/110green/>
- 7.2 The email system will automatically close for submission of responses at the closing time and date.
- 7.3 **Closing date** for submissions, including all compulsory supporting documents is **Tuesday, 24 January 2023 at 17h00 no extensions will be granted.**
- 7.4 **All** sections in the application form are mandatory. if a section is not applicable, please mark n/a, do not leave blank.
- 7.5 **All** documents requested in sections 5 per (and including) the Annexure A - checklist of this call for proposals - are compulsory and must be provided when submitting your application. Please ensure that all documents submitted are legible and are signed and dated where required. Where submitted documents are illegible, damaged, or corrupted, the application cannot be considered.
- 7.6 The Department will not notify applicants on the correctness and completeness of the requisite information and documents submitted, nor will it request additional information. The onus is on the respondent to ensure that all the required information and the correct documents are submitted to DEDAT.GEES@westerncape.gov.za before the closing date. All queries must be emailed to DEDAT.GEES@westerncape.gov.za and the project team will endeavor to respond within 48 working hours.
- 7.7 The successful respondent will be notified once internal evaluation and adjudication processes have been completed.
- 7.8 Unsuccessful respondent(s) will also be informed of the CFP outcomes.

8. ADMINISTRATIVE INFORMATION

- 8.1 **Closing date for CFP submissions: Tuesday, 24 January 2023 at 17h00**
- 8.2 The Call for Proposal (CFP documents detailing the information requirements are available on the following websites: <https://www.westerncape.gov.za/110green/>
- 8.3 The document is also available from the following email address:
DEDAT.GEES@westerncape.gov.za
- 8.4 All queries must be directed to the above email. The project team will endeavour to respond within 48 working hours.
- 8.5 Your funding proposal, with all appropriate forms completed, etc. must be submitted electronically to DEDAT.GEES@westerncape.gov.za
- 8.6 Two (2) electronic files must be provided via email – one in a Microsoft Word, and one in a signed PDF format (the pdf document must be in a searchable format).
- 8.7 Submissions must include a copy of the CFP response form (Annexure A), completed Annexures B to E, a funding proposal and all supporting evidence as required. Failure to supply the required documentation (signed where required) will result in your proposal being marked as non-compliant and excluded from evaluation.
- 8.8 The PDF document must be an exact copy of the word document.
- 8.9 Expand the text boxes in the response form as necessary.
- 8.10 All documentation must be provided before the closing date and time as mentioned in 1.1.

END