

**STRICTLY PRIVATE AND CONFIDENTIAL**



**TRANSNET SOC LTD**

**ACTING THROUGH ITS OPERATING DIVISION**

**TRANSNET NATIONAL PORTS AUTHORITY**

**("TNPA")**

**REFERENCE NUMBER: TNPA/2022/12/0005/18825/RFP**

**REQUEST FOR PROPOSAL FOR THE POSSIBLE APPOINTMENT OF A TERMINAL OPERATOR TO DESIGN, DEVELOP, FINANCE, CONSTRUCT, OPERATE, MAINTAIN AND TRANSFER A LIQUIFIED PETROLEUM GAS (LPG) TERMINAL FOR THE HANDLING OF LIQUIFIED PETROLEUM GAS FOR A TWENTY-FIVE (25) YEAR CONCESSION PERIOD AT ISLAND VIEW PRECINCT IN THE PORT OF DURBAN.**

<b>REFERENCE NUMBER</b>	<b>: TNPA/2022/12/0005/18825/RFP</b>
<b>ISSUE OF RFP</b>	<b>: 06 DECEMBER 2022</b>
<b>NON-COMPULSORY BRIEFING</b>	<b>: 19 JANUARY 2023</b>
<b>CLOSE FOR QUESTIONS</b>	<b>: 14 APRIL 2023</b>
<b>BID SUBMISSION DATE</b>	<b>: 28 APRIL 2023</b>
<b>CLOSING TIME</b>	<b>: 16:00 PM GMT +2</b>
<b>BID VALIDITY PERIOD</b>	<b>: 365 CALENDER DAYS FROM THE BID SUBMISSION DATE</b>

Request for proposal for the possible appointment of a Terminal Operator to design, develop, finance, construct, operate, maintain and transfer a Liquified Petroleum Gas (LPG) terminal for the handling of liquified petroleum gas for a twenty-five (25) year concession period at island view in the port of Durban.

## CONTENTS PAGE

## CONTENT

## PAGE NO.

1.	Disclaimer	7
2.	Definitions and Interpretation	10

**PART I - General Requirements, Rules, and Provisions**

3.	Introduction	26
4.	Background	26
5.	Project's scope and description	26
6.	Compilation of detailed designs and specifications	27
7.	Construction program, Construction and installation, testing and commissioning of Terminal Equipment and associated infrastructure	27
8.	Operation and Maintenance	28
9.	Duration of Terminal Operator Agreement	28
10.	Handover	29
11.	Activities at the Terminal	29
12.	Common-User Principle, Non-discrimination and Open Access (Third Party Access)	30
13.	Concession Fees	31
14.	Market Analysis	31
15.	Other Key Role Players in the South African Ports System	35
15.1	The Department of Public Enterprises	35
15.2	The Department of Transport	36
15.3	The Department of Trade and Industry	36
15.4	The Ports Regulator	36
15.5	NERSA	36
15.6	Department of Energy	37
16.	Purpose of the RFP	37
17.	Structure of this RFP	38
18.	Structure of the Evaluation of Bid Responses	38
19.	Best and Final Offer ("BAFO")	42
20.	Alternative Bid Response	42
21.	Project structure and contracts	43
22.	TNPA's rights	47
23.	Timetable for the RFP	48
24.	Extension of RFP Bid Submission Date	48
25.	Governing Law, Competition and other Statutory Requirements	49

Request for proposal for the possible appointment of a Terminal Operator to design, develop, finance, construct, operate, maintain and transfer a Liquefied Petroleum Gas (LPG) terminal for the handling of liquefied petroleum gas for a twenty-five (25) year concession period at island view in the port of Durban.

25.1	Governing Law	49
25.2	Competition Act	49
25.3	Other Statutory Requirements	49
26.	The RFP Socio-economic Objectives and Requirements	49
26.1	B-BBEE	49
26.2	Economic Development Objectives	53
27.	Environmental, Safety, Health and Security Compliance	56
28.	Bidders' Experience and Capacity	56
29.	General Bid Rules	56
30.	Eligibility Considerations	57
31.	Acknowledgement of the Law	59
32.	Legal Personality of Bidder and Changes	60
33.	Authorisation of TNPA and the Terminal Operator	62
34.	Confidentiality	62
34.1	Confidentiality by the Bidders	62
34.2	Confidentiality by the TNPA	63
35.	Bid Documentation Fee and Preferred Bidder Guarantee	63
35.1	Bid document	63
35.2	Preferred Bidder Guarantee	64
35.3	Release of guarantees	65
35.4	Forfeiture of guarantees	65
36.	Corrupt Gifts and Payments	65
37.	No contract	66
38.	No Collusion	66
39.	Non-Compliance of Bid Response resulting in Disqualification	67
40.	Contact Policy	67
41.	Time for requests and clarifications	69
42.	Requests and responses to requests	69
43.	Non-Compulsory RFP Briefing Session and Site Visit	69
44.	Status of Response	70
45.	Submission of Bid Response	70
46.	Copies of Bid Response	72
47.	Format of the Bid Response	73
47.1	Contents of the Bid Response	73
47.2	Language of the bid	73
47.3	Currency of the Bid	74
47.4	Identification and sealing of the RFP Bid Response	74
47.5	Correction of errors	74

Request for proposal for the possible appointment of a Terminal Operator to design, develop, finance, construct, operate, maintain and transfer a Liquefied Petroleum Gas (LPG) terminal for the handling of liquefied petroleum gas for a twenty-five (25) year concession period at island view in the port of Durban.

47.6	Signing of Bid	75
47.7	Further information	75
48.	Late Bid Responses	75
49.	Bid Submission Validity	76
50.	Extension of Bid Submission Validity Period	76
51.	Declaration of Bidder	76
52.	Briefing Notes and Changes to Bid Process	76
52.1	Issue of Briefing Notes	76
52.2	Influence of Briefing Notes	77
53.	Cost of bidding	77
54.	Inconsistencies	77
55.	Incorrect or misleading information	77
56.	Opening of Bid Response	78
57.	RFP Bid Response Rejection	78
58.	Disputes relating to Bid Process	78
59.	Selection of Preferred and Reserve Bidder	78
60.	Participation in a single Bidder	79
61.	Information Verification	79

## **PART II - Qualification Criteria**

62.	Overview of the Evaluation of the Bid Responses	80
63.	The structure of this Qualification Criteria	80
64.	Qualification Criteria	83
64.1	Qualification Criteria 1: Administrative responsiveness	
64.2	Qualification Criteria 2: B-BBEE Minimum BEE certificate	
64.3.	Qualification Criteria 3: LPG	
65.	Principles of Evaluation of Qualification Criteria	113

## **PART III - Evaluation & Objective Criteria**

66.	Overview of the Evaluation & Objective Criteria	117
67.	The structure of this Evaluation & Objective Criteria	117
68.	Stage 1 Evaluation Criteria	119
68.1	Evaluation Criteria 1: Preference – B-BBEE Level	119
68.2	Evaluation Criteria 2: Price - Concession Fee Offer	120
69.	Stage 2 Objective Criteria	
69.1.	Objective Criteria 1 - Experience & Track Record	130
69.2	Objective Criteria 2 – Health, Safety, Risk & Environment	
69.3.	Objective Criteria 3 – Financial Capability	

Request for proposal for the possible appointment of a Terminal Operator to design, develop, finance, construct, operate, maintain and transfer a Liquified Petroleum Gas (LPG) terminal for the handling of liquified petroleum gas for a twenty-five (25) year concession period at island view in the port of Durban.

## 69.4 Objective Criteria 4 – Business Case

## 70 Principles of Evaluation &amp; Objective Criteria

**ANNEXURES**

Annex A	Bid Notice	135
Annex B	Site Map	136
Annex C	Safety, Health, Environment and Quality Policy	137
Annex D	Port of Durban Berthing Policy	138
Annex E	TNPA Security Policy	154
Annex F	Cutler Security Policy and Traffic Management Plan	176
Annex G	Gas Act No. 48 of 2001	180
Annex H	National Ports Act No.12 of 2005	181
Annex I	Form of Preferred Bidder Guarantee	182
Annex J	Guidelines for Terminal Operator Performance	182
Annex K	Bid Response Form	184
Annex L	TNPA Declaration of Bidder	185
Annex M	Non-Disclosure Agreement	194
Annex N	Resolution of Board Members	197
Annex O	Resolution of Each Member	204
Annex P	Certificate of Acquaintance with the RFP Documents	205
Annex Q	Declaration of Interest	206
Annex R	Tax Clearance Requirements	209
Annex S	Certificate of Acquaintance with the Requirements of the RFP	213
Annex T	Certificate of Acquaintance with the Conditions of Contract with TNPA	214
Annex U	Breach of Law Form	215
Annex V	RFP Clarification Request Form	216
Annex W	Liquefied Petroleum Gas Roll out Strategy	217
Annex X	Supplier Integrity Pact	218
Annex Y	Standard RFP Response Form: Information about Bidder	219
Annex Z	Lenders Support letter	220

Request for proposal for the possible appointment of a Terminal Operator to design, develop, finance, construct, operate, maintain and transfer a Liquefied Petroleum Gas (LPG) terminal for the handling of liquefied petroleum gas for a twenty-five (25) year concession period at island view in the port of Durban.

Annex AA	Financial Support Letter	235
Annex BB	B-BBEE Verification Certificate	236
Annex CC	Business Case	237
Annex DD	Rental Offer	238
Annex EE	Plan of Black Ownership Commitments	242
Annex FF	Draft MHI Regulations	243
Annex GG	Economic Development Guidelines	244
Annex HH	Development Phase Value Summary	249
Annex II	Operational Phase Value Summary	268
Annex JJ	Economic Development Plan	269
Annex KK	Terminal Operator Agreement	270
Annex LL	Technical Information Provided by the Port of Durban	271

## 1. DISCLAIMER

- 1.1. The Request for Proposals ("**RFP**") (which request shall include all other information, written or oral, made available during the RFP process) is being made available by the Transnet National Ports Authority, an operating division of Transnet SOC Ltd with registration number 1990/000900/30 ("**TNPA**") to select a Preferred Bidder with whom TNPA may conclude a Terminal Operator Agreement.
- 1.2. This RFP documentation is provided for the purposes set out in this disclaimer section and is not intended to form any part or basis of any investment decision by the Bidders. The recipient should not consider this documentation as an investment recommendation by TNPA or any of its Transaction Advisors. Each person to whom this documentation (and other later or related documents) is made available or who accesses it, must make his/her/its own independent assessment of the Liquefied Petroleum Gas Terminal after making such investigation and taking such professional advice as deemed necessary. Neither the receipt of this document or any related document by any person, nor any information contained in the documents or distributed with them nor previously or subsequently communicated to any Bidder or its advisor, is to be taken as constituting the giving of investment advice by TNPA or its Transaction Advisors.
- 1.3. While all reasonable care has been taken in preparing this RFP document and other related documents, the information contained herein does not purport to be comprehensive or to have been verified by TNPA, any of its officers, employees, servants, agents, Transaction Advisors or any other person. Should Bidders choose to verify the information contained in this RFP by conducting their own due diligence the onus in this regard shall be with the Bidder to do so. Accordingly, neither TNPA nor any of its Transaction Advisors will accept any liability or responsibility for the adequacy, accuracy, or completeness of any of the information or opinions stated herein.
- 1.4. Save where expressly stipulated otherwise, no representation or warranty (whether expressed or implied) is or will be given by TNPA or any of its officers, employees, servants, agents, Transaction Advisors or any other person with respect to the information or opinions contained in this RFP document. Furthermore, no representations or warranties are provided in relation to any Briefing Notes issued in relation to this RFP or with respect to the information or opinions contained in any document or on which any document is based.
- 1.5. TNPA has developed a fair, equitable, transparent, competitive and cost-effective RFP process for this Project. Bid Responses from Bidders will be evaluated against the objective evaluation criteria contained in this RFP.

- 1.6. TNPA reserves the right to amend, modify, withdraw, terminate, amend and/or cancel this RFP or any of the procedures, procurement processes or requirements detailed in this RFP document or any part of it at any time after the issue thereof. TNPA shall be entitled to exercise this right without prior notice and without liability to compensate or reimburse any person pursuant to such amendment, modification, withdrawal or termination.
- 1.7. The terms and conditions set out in this RFP regarding the content of a Bid Response are stipulated to give effect to TNPA's legal obligation to undertake an RFP process that is fair, transparent, equitable, cost-effective and competitive as contemplated by section 56 of the National Ports Act.
- 1.8. Bidders are hereby advised that TNPA is not committed to any course of action as a result of its issuance of this RFP and or its receipt of Bid Responses. In particular, please note that TNPA reserves the right to:
  - 1.8.1. modify the Project and request Bidders to re-bid on any such changes.
  - 1.8.2. reject any Bid Response which does not conform to instructions and specifications which are detailed herein;
  - 1.8.3. disqualify Bid Responses submitted after the Bid Submission Date;
  - 1.8.4. not necessarily award the Project to the highest scoring Bid Response or an Alternative Bid Response subject to the PPPFA;
  - 1.8.5. reject all Bid Responses, if it so decides;
  - 1.8.6. withdraw the RFP on good cause shown;
  - 1.8.7. award the Terminal Operator Agreement in connection with this RFP at any time after the RFP's closing date;
  - 1.8.8. award the Project and/or conclude the Terminal Operator Agreement for only a portion of the proposed services which are reflected in the scope of this RFP;
  - 1.8.9. split the award of the Project between more than one Bidder, should it at TNPA's discretion be more advantageous in terms of, amongst others, cost or developmental considerations;
  - 1.8.10. make no award of the Project and/or Tender; and
  - 1.8.11. should a contract be awarded on the strength of the information furnished by the Bidder, which after the Award, is proved to have been incorrect, TNPA reserves the right to cancel or withdraw the Award;



and TNPA shall not be liable to the Bidders or the Preferred Bidder for any consequences, claims or costs arising from any of these actions.

- 1.9. If any Bidder or its constituent members, employees, advisors or agents makes or offers to make any gratuity to any public official or employee of TNPA or consultant to TNPA on the Project either directly or through an intermediary as an inducement or reward for appointing any Bidder as the Preferred Bidder or for showing or omitting to show favour or disfavour to any Bidder, its Members, the Contractors or their Lenders in relation to the Project, then such Bidder or its constituent member may be disqualified forthwith from participating in the Project.
- 1.10. Any difference in information between documents made available by TNPA to the Bidders during the RFP process with any earlier document shall, unless expressed to the contrary be deemed to be a variation or modification of the earlier documents.

## 2. DEFINITIONS AND INTERPRETATION

2.1. In this RFP, except as otherwise defined herein, and except where the context requires otherwise, the following terms shall bear the following meanings:

- |        |  |   |
|--------|--|---|
| 2.1.1. | <b>"Administrative Responsiveness"</b> | - means compliance with the administrative requirements set out in ( <i>Qualification Criteria 1: Administrative Responsiveness</i> ) of Part II of this RFP;   |
| 2.1.2. | <b>"Advisors"</b>                      | - any advisors to any Bidder, Member, Contractor or any other participants in any Bid Responses;  |
| 2.1.3. | <b>"Alternative Bid Response"</b>      | - has the meaning ascribed to it in Clause 20 of Part I ( <i>General Requirements, Rules and Provisions</i> ) of this RFP;  |
| 2.1.4. | <b>"Annex" or "Annexes"</b>            | - any annex or annexes attached to this RFP;  |
| 2.1.5. | <b>"Applicable Laws"</b>               | - means all local, provincial or national statutes, ordinances, regulations, by-laws, and all rules, directives, decrees, decisions, determinations, rulings, rules, judgments orders of any competent court or the Government and other instruments which have the force of law in the Republic of South Africa, from time to time, as well as the South African common law; |
| 2.1.6. | <b>"BAFO"</b>                          | - best and final offer;   |
| 2.1.7. | <b>"Berth"</b>                         | - means the berth or berths to which the Terminal is connected via pipelines used for the conveyance of LPG to and from the Terminal as reflected in Annex B (Site Map).  |
| 2.1.8. | <b>"Bidder"</b>                        | - any Company or a Consortium of Members that submits a Bid Response;   |
| 2.1.9. | <b>"Bid Notice"</b>                    | - the notice published by TNPA inviting potential Bidders to acquire the RFP and submit Bid Responses thereto, which Notice is included in this RFP as a Bid Notice (Annex A);  |

- 2.1.10. **"Bid Response"** - any bid submitted by a Bidder in response to the invitation contained in this RFP;
- 2.1.11. **"Bid Submission Date"** - the date for the submission of the Bid Responses to TNPA, which date is set out in this RFP or such later date as may be determined by TNPA in its discretion and communicated to Bidders by way of a Briefing Note;
- 2.1.12. **"Bid Submission Phase"** - the period commencing on the Bid Submission Date and continuing until the Terminal Operator Agreement comes into force and effect;
- 2.1.13. **"Bid Submission Schedules"** - the Schedules contained in Annex I to Annex KK (*Bid Submission Schedules*) of this RFP, that are to be completed by the Bidder and or its Members and submitted with the Bid Response;
- 2.1.14. **"Black People" or "Blacks"** - is a generic term defined in the B-BBEE Act to mean natural persons who are Africans, Coloureds and Indians:
- who are citizens of the Republic of South Africa by birth or decent; or
- who became citizens of the Republic of South Africa by naturalisation -
- 2.1.14.1.1. before 27 April 1994; or
- 2.1.14.1.2. on or after and who would have been entitled to acquire citizenship by naturalisation prior to that date;
- 2.1.15. **"SS"** - the effective ownership of shares in a Bidder by Black People, which shall be determined with reference to the B-BBEE Codes or Amended B-BBEE Codes and evidenced by way of a B-BBEE verification certificate;
- 2.1.16. **"Briefing Note"** - any document issued in writing by TNPA, prior to the Bid Submission Date, that amends or supplements this RFP in any way. These notes

shall be consecutively numbered in the order in which they are issued;

- |         |                                   |   |  |
|---------|-----------------------------------|---|--|
| 2.1.17. | <b>"Business Case"</b>            | - | the business case to be developed in accordance with the Business Case Guidelines and submitted with each Bid Response as outlined in the Business Case Guidelines (Annex CC);               |
| 2.1.18. | <b>"Business Case Guidelines"</b> | - | the guidelines in accordance with which each Bidder must develop its Business Case (Annex CC);   |
| 2.1.19. | <b>"Business Day"</b>             | - | any day other than a Saturday, Sunday or gazetted National public holiday in the Republic of South Africa;   |
| 2.1.20. | <b>"B-BBEE"</b>                   | - | Broad-Based Black Economic Empowerment; a South African legal requirement that requires all entities operating in the South African economy to contribute to empowerment and transformation; |
| 2.1.21. | <b>"B-BBEE Act"</b>               | - | Broad-Based Black Economic Empowerment Act, 53 of 2003, as amended;  |
| 2.1.22. | <b>"B-BBEE Codes"</b>             | - | the amended B-BBEE Codes of Good Practice, published under Government Gazette No. 36928, on 10 October 2013, in terms of section 9(1) of the B-BBEE Act;                                     |
| 2.1.23. | <b>"B-BBEE Improvement Plan"</b>  | - | the plan to be developed by the Bidders and submitted with each Bid Response as required in terms of Clause 72.2 of Part III ( <i>Evaluation Criteria</i> ) of this RFP;                     |
| 2.1.24. | <b>"Change in Control"</b>        | - | means any change whatsoever in Control (as defined in the Draft Terminal Operator Agreement), whether effected directly or indirectly;   |
| 2.1.25. | <b>"Companies Act"</b>            | - | the Companies Act, 71 of 2008, as amended;   |
| 2.1.26. | <b>"Company"</b>                  | - | a Company incorporated in the Republic of South Africa in terms of the Companies Act;  |

2.1.27.	<b>"Competition Act"</b>	-	the Competition Act, 89 of 1998, as amended;
2.1.28.	<b>"Completion Certificate"</b>	-	has the meaning as ascribed to this term in the Draft Terminal Operator Agreement;
2.1.29.	<b>"Concession"</b>	-	the concession granted by TNPA to undertake the Project in terms of section 56 of the National Ports Act;
2.1.30.	<b>" Concession Fee"</b>	-	fees payable by the Terminal Operator to TNPA, in respect of the rights to undertake the Project as set out in clause 13, which fees consist of fixed concession fees and variable concession fees.
2.1.31.	<b>"Concession Fee Offer"</b>	-	Offer made by a Bidder as part of its Bid Response, consisting of fixed concession fees and variable concession fees.
2.1.32.	<b>"Concession Period"</b>	-	The twenty-five (25) year period comprising the Design, Development, Finance, Construction, Operation, Maintenance, and Transfer of the Terminal to TNPA. During this period, the Terminal Operator is granted the right to undertake the Project in terms of the Terminal Operator Agreement;
2.1.33.	<b>"Consents"</b>	-	all consents, permits, clearances, authorisations, approvals, rulings, exemptions, registrations, filings, decisions, licences, are required to be issued by or made with any Responsible Authority in terms of the Applicable Laws in connection with the Terminal Operator undertaking the Project including Environmental Consents and Safety Consents;
2.1.34.	<b>"Consortium"</b>	-	a joint venture or a consortium of Members constituted in accordance with a consortium agreement for the purpose of submitting a Bid Response and if successful, undertaking this Project.

2.1.35.	<b>"Constitution"</b>	-	the Constitution of the Republic of South Africa Act, 1996;
2.1.36.	<b>"Constitutional Documents"</b>	-	the founding documents of a Company and all additional documents which set out the authority of such Company to act including the certificate of incorporation and the articles/memorandum of incorporation;
2.1.37.	<b>"Construction" or "Construct"</b>	-	all work to be performed by the Terminal Operator under the Terminal Operator Agreement which entails the detailed design, construction, installation, testing and completion of the works and the obtaining of the Completion Certificate issued by the Independent Certifier in terms of the Terminal Operator Agreement;
2.1.38.	<b>"Contractors"</b>	-	all contractors appointed or to be appointed by the Terminal Operator, for purposes of undertaking a portion of the Project, for or on behalf of the Terminal Operator;
2.1.39.	<b>"Contributor Status Level"</b>	-	the B-BBEE contributor status level of the Bidder as determined by their compliance with the generic B-BBEE scorecard in terms of the Amended B-BBEE Codes or B-BBEE Codes;
2.1.40.	<b>"Corporate Finance"</b>	-	debt funding sourced from and with recourse to either the Bidder, its Members or Guarantor, as appropriate, which may be raised against the Bidder's balance sheet or the balance sheet of its Members or Guarantor and made available to the Bidder for the financing of the Project including under the form of a shareholder loan, intercompany loan or other form of advance to the Bidder and as set out in the Corporate Financing Support Letter;
2.1.41.	<b>"Corporate Financing Support Letter"</b>	-	the letter that has to be provided by the Bidder, its Members or Shareholders as set out in Annex Z;
2.1.42.	<b>"Debt"</b>	-	at any date, all amounts due and payable by the Terminal Operator that are outstanding under the Financing Agreements at that date (whether

Corporate Finance or External Debt), excluding all cancellation or prepayment penalties or fees thereon, Shareholder Loans or interest thereon and all default interest;

- |         |  |   |   |
|---------|--|---|---|
| 2.1.43. | <b>‘Development Phase Value Summary Worksheet’</b> | - | the worksheet titled – “Development Phase Value Summary Targets” of the Scoring Model, which worksheet is to be completed by the Bidders and submitted as part of the Bid Responses in accordance with Annexure HH (Development Phase Value Summary) of Part III ( <i>Evaluation Criteria</i> ) as well as printed and signed by the authorised representative of the Bidder. In case of inconsistency between the printed version and the electronic copy, the printed and signed copy will prevail; |
| 2.1.44. | <b>DFFE</b>  | - | the Department of Forestry, Fisheries and the Environment of the Government of the Republic of South Africa or any successor Department designated by the Government of the Republic of South Africa from time to time;   |
| 2.1.45. | <b>"DOT"</b>                                       | - | the Department of Transport of the Government of the Republic of South Africa or any successor Department designated by the Government of the Republic of South Africa from time to time;   |
| 2.1.46. | <b>"DPE"</b>                                       | - | the Department of Public Enterprises of the Government of the Republic of South Africa or any successor Department designated by the Government of the Republic of South Africa from time to time;  |

2.1.47.	<b>"Draft Terminal Operator Agreement"</b>	- the Draft Terminal Operator Agreement that is issued with this RFP, and Annexed hereto as Annex KK ( <i>Draft Terminal Operator Agreement</i> );
2.1.48.	<b>"DTIC"</b>	- the Department of Trade, Industry and Competition of the Government of the Republic of South Africa or any successor Department designated by the Government of the Republic of South Africa from time to time;
2.1.49.	<b>"Economic Development Objectives"</b>	- has the meaning ascribed to it in Clause 28 ( <i>Economic Development Objectives</i> ) of Part I of this RFP;
2.1.50.	<b>"Economic Development Plan"</b>	- The Economic Development plan as annexed in the Economic Development Plan (Annex JJ) to be prepared by the Bidders in accordance with the Economic Development Guidelines (Annex GG);
2.1.51.	<b>"Effective Date"</b>	- has the meaning ascribed to this term in the Draft Terminal Operator Agreement;
2.1.52.	<b>"EME"</b>	- exempted micro-enterprise, being an entity with an annual turnover of R10 (ten) million or less, in terms of the Amended B-BBEE Codes;
2.1.53.	<b>"Environmental Consents"</b>	- any consents, licences, authorisations, permissions or approvals required from a Responsible Authority required in terms of any environmental law, heritage law or any applicable law, dealing with environmental matters, for the purposes of this Project;
2.1.54.	<b>"Equity"</b>	- the entire issued share capital of, and Shareholder Loans to, the Terminal Operator;
2.1.55.	<b>"Equity Funding"</b>	- funding to be provided to the Project Company by its Shareholders either by way of share capital or Shareholder loans;
2.1.56.	<b>"Essential Returnable Documents"</b>	- the bid returnable documents set out in the Bid Response Form (Annexure K) of this RFP;



2.1.57.	<b>"Evaluation Criteria"</b>	-	the evaluation criteria set out in Part III ( <i>Evaluation Criteria</i> ) of this RFP;
2.1.58.	<b>"External Debt"</b>		any Debt, other than Corporate Finance, raised by the Terminal Operators from external sources;
2.1.59.	<b>"Financier Direct Agreement" or "FDA"</b>	-	the direct agreement which may be entered into (or to be entered into) between TNPA, the Lenders and the Terminal Operator in terms of the Terminal Operator Agreement;
2.1.60.	<b>"Financial Advisors"</b>	-	the firm or firms advising a Bidder on the raising of Debt and Equity Funding in respect of its Bid Response and the Project;
2.1.61.	<b>"Financial Close"</b>	-	has the same meaning as defined in the Terminal Operator Agreement;
2.1.62.	<b>"Financing Agreements"</b>		has the same meaning as defined in the Terminal Operator Agreement;
2.1.63.	<b>"Government"</b>	-	the Government of the Republic of South Africa and any of its departments, agencies or any other state-owned companies or entities that it manages, owns or controls;
2.1.64.	<b>"Guarantor"</b>	-	an entity that unconditionally guarantees the obligations of the Terminal Operator with regards to External Debt or Corporate Financing;
2.1.65.	<b>"Handling Facility"</b>	-	an LPG handling facility as defined in the TOA;
2.1.66.	<b>"Harbour Master"</b>		an employee of TNPA contemplated in terms of section 74(3) of the National Ports Act and which is, in respect of the port for which he or she is appointed, the final authority in respect of all matters relating to pilotage, navigation, navigational aids, dredging and all other matters relating to the movement of vessels within port limits;

		-	the Bidder who is awarded the most points after the completion of the Part III (Evaluation Criteria) evaluation;
2.1.67.	<b>"Highest Ranking Bidder"</b>		
2.1.68.	<b>"Independent Certifier"</b>	-	has the meaning ascribed to it in the Draft Terminal Operator Agreement;
2.1.69.	<b>"Legal Advisors"</b>	-	the firm or firms advising a Bidder in respect of its Bid Response, and if that Bidder becomes a Preferred Bidder in respect of the negotiation of the Bidder's contractual arrangements and Project Documents with, <i>inter alia</i> , its Members, Contractors, equipment suppliers and Lenders (if any);
2.1.70.	<b>"Lead Member"</b>	-	the Member of a Consortium that (i) is authorised to represent the Consortium and submits a Bid Response on behalf of the Consortium, (ii) will become the majority Shareholder in the Project Company once the Project Company is established and (iii) will be a key contractor;
2.1.71.	<b>"Lenders"</b>	-	the financiers to a Bidder in respect of the Project;
2.1.72.	<b>"LPG"</b>	-	Liquified Petroleum Gas
2.1.73.	<b>"Mandatory Returnable Documents"</b>	-	the bid returnable documents set out in the Bid Response Form (Annexure K) of this RFP;
2.1.74.	<b>"Member"</b>	-	any legal entity and/or natural person that is a member of a Consortium that will become a Shareholder of the Project Company once it is incorporated;
2.1.75.	<b>"National Treasury"</b>	-	has the same meaning ascribed to it in the Public Finance Management Act, 1 of 1999;
2.1.76.	<b>"National Ports Act"</b>	-	the National Ports Act, 12 of 2005, as amended;
2.1.77.	<b>"NERSA"</b>	-	The National Energy Regulator of South Africa established in terms of the National Energy Regulator Act, 40 of 2004;

2.1.78.	<b>"NERSA Regulations"</b>	-	Legislation including Regulations administered by NERSA;
2.1.79.	<b>"NEMA"</b>	-	the National Environmental Management Act, 107 of 1998, as amended;
2.1.80.	<b>"NDP"</b>	-	National Development Plan 2030 issued by the Government in 2013, aimed at, <i>inter alia</i> , addressing unemployment, reducing inequality and poverty in a strategy that is principally reliant on creating a significant increase in the number of new jobs in the economy by the year 2030, mainly in the private sector;
2.1.81.	<b>"Occupational Health and Safety Act"</b>	-	The Occupational Health and Safety Act, 85 of 1993, as amended;
2.1.82.	<b>"Operating Rights"</b>	-	Operating Rights as defined in Annex KK ( <i>Terminal Operator Agreement</i> );
2.1.83.	<b>"Operation and Maintenance"</b>		the activities and obligations of the Terminal Operator to operate and maintain the Terminal as set out in the Draft Terminal Operator Agreement in Annex KK ( <i>Draft Terminal Operator Agreement</i> ) of this RFP;
2.1.84.	<b>"Operational Phase Value Summary Worksheet"</b>	-	the worksheet titled – "Operational Phase Value Summary Targets" of the Scoring Model, which worksheet is to be completed by the Bidders and submitted with the Bid Responses in accordance with Annexure II of Part III ( <i>Evaluation Criteria</i> ) as well as printed and signed by the authorised representative. In case of inconsistency between the printed version and the electronic copy, the printed and signed copy of the Experience Worksheet will prevail;
2.1.85.	<b>"Port Infrastructure"</b>	-	the basic common-use structures of the Port of Durban, including the Berth, breakwaters, seawalls, channels, basins, quay walls, jetties,

roads, railways and infrastructure used for the provision of water, lights, power, sewage and similar services;

- |         |                                     |   |   |
|---------|-------------------------------------|---|---|
| 2.1.86. | <b>"Port"</b>                       | - | the Port of Durban, which has been determined as such in terms of the National Ports Act and which is situated at Durban in the Kwa-Zulu Natal province of South Africa;  |
| 2.1.87. | <b>"Ports Regulator"</b>            | - | the Ports Regulator of South Africa, the independent ports regulatory body established in terms of section 29 of the National Ports Act;  |
| 2.1.88. | <b>"Port Rules"</b>                 | - | the rules made in terms of section 80(2) of the National Ports Act;   |
| 2.1.89. | <b>"Port Users"</b>                 | - | any Person, other than the Terminal Operator, organisation and/or agency utilising the Terminal and/or conducting business within the Port limits, including shipping lines, vessel agents, licensed operators, operators of other terminals in the Port, contractors, and any contractor and/or any third parties authorised to conduct business on behalf of any Port User; |
| 2.1.90. | <b>"Preferred Bidder"</b>           | - | a Bidder which shall comprise, a successful bidder that meets the requirements of the RFP.  |
| 2.1.91. | <b>"Preferred Bidder Guarantee"</b> | - | the guarantee to be provided by the Preferred Bidder to TNPA in terms of Clause 37.1 ( <i>Preferred Bid Guarantee</i> ) of Part I ( <i>General Requirements, Rules and Provisions</i> ) of this RFP, in the form and content attached as Annex I to this RFP;   |
| 2.1.92. | <b>"Preliminary Design"</b>         | - | Preliminary design of the Terminal plan layout of the full site arrangement as outlined in part II of this RFP;   |
| 2.1.93. | <b>"Project"</b>                    | - | the Design, Development, Financing, Construction, Operation, Maintenance and Transfer of the Terminal at the Port to provide the Services, as detailed in this RFP;   |

2.1.94.	<b>"Project Company"</b>	-	a special purpose company that Members of a Consortium that is a Preferred Bidder must incorporate and use as the vehicle to undertake the Project and to be the Terminal Operator in terms of the Terminal Operator Agreement;
2.1.95.	<b>"Project Officer"</b>	-	the person appointed by TNPA as the project officer in respect of the Project;
2.1.96.	<b>"Project Site"</b>	-	the portion of land referred to as a portion of Erf 689, Bluff set out in the Site Map (Annex B) in the Island View Precinct;
2.1.97.	<b>"Project Term"</b>	-	has the meaning given to it in the Terminal Operator Agreement (Annex KK);
2.1.98.	<b>"Public Finance Management Act or the PFMA"</b>	-	the Public Finance Management Act, 1 of 1999, as amended;
2.1.99.	<b>"QSE"</b>	-	means a qualifying small enterprise, being an entity with a turnover of more than R10 (ten) million but less than R50 (fifty) million, in terms of the Amended B-BBEE Codes;
2.1.100.	<b>"Qualification Criteria"</b>	-	the qualification criteria set out in Part II ( <i>Qualification Criteria</i> ) of this RFP;
2.1.101.	<b>"Rand" or "ZAR"</b>	-	South African Rand, the lawful currency of the Republic of South Africa;
2.1.102.	<b>"Related" or "Relation"</b>	-	a relationship formed on the basis of any one or more of:  family (including spouses and in-laws);  friendship;  business acquaintance;  professional engagement; or  employment;

- 2.1.103. **"Reserve Bidder"** - any Bidder that has not been designated as the Preferred Bidder but has been selected by TNPA as an entity with which TNPA may conclude the Terminal Operator Agreement, provided any of the circumstances in respect of the Preferred Bidder specified in Clause 61 of the RFP occur;
- 2.1.104. **"Responsible Authority"** - any ministry, any minister, any organ of state, any official in the public administration or any other governmental or regulatory department, commission, entity, service provider of a utility, board, agency, instrumentality or authority (in each case, whether national, provincial or municipal) or any court, each having jurisdiction over the matter in question;
- 2.1.105. **"RFP"** - this Request for Proposals document and all Annexes, schedules, and other appendices to it and any Briefing Notes issued in respect of it, from time to time, by TNPA to solicit Bid Responses from the Bidders;
- 2.1.106. **"RFP Process"** - the process that is being conducted by TNPA in respect of the Project, as set out in this RFP;
- 2.1.107. **"Safety Consents"** - any consents, licenses, authorizations, permissions or approvals required to be obtained by the Terminal Operator from the Responsible Authority as required in terms of any health and safety law for the Project;
- 2.1.108. **"Sector Code"** - a sector code for the maritime transport and service sector published in terms of section 9 of the B-BBEE Act;
- 2.1.109. **"Section 56" or "S56"** - a section in the National Ports Act
- 2.1.110. **"Shareholders"** - the Shareholders of a Company or the Members of the Consortium that will become the holders of Equity in the Project Company once selected as the Preferred Bidder;

2.1.111. <b>"Shareholder Loans"</b>	- Loans advanced by Shareholders to the Terminal Operator;
2.1.112. <b>"Signature Date"</b>	- the date on which the Terminal Operator Agreement is signed by the last party to it, being either TNPA or the Terminal Operator and if signed on different dates, the last of such dates;
2.1.113. <b>"Special Purpose Vehicle" or "SPV"</b>	- Members constituted in accordance with an SPV agreement for the purpose of submitting a Bid Response and if successful, undertaking this Project
2.1.114. <b>"Standard Bid Response"</b>	- has the meaning ascribed to it in Clause 20.1 of Part I ( <i>General Requirements, Rules and Provisions</i> ) of this RFP;
2.1.115. <b>"Substantive Responsiveness"</b>	- has the meaning ascribed to it in ( <i>Qualification Criteria 2: Substantive Responsiveness</i> ) of Part II of this RFP;
2.1.116. <b>"Terminal"</b>	- the land and extent of the Terminal shall be negotiated and fall within the Terminal boundaries demarcated in Annex B [Site Map];
2.1.117. <b>"Terminal Equipment"</b>	- the movable assets, including equipment and machinery, tanks (whether affixed to the Project Site or not), that are required in order to operate the Terminal;
2.1.118. <b>"Terminal Infrastructure"</b>	- Terminal buildings, workshops, substations, surfacing, rail sidings, and terminal operations and infrastructure for the provision of water, lights, power, sewerage and similar services within Terminal boundaries;
2.1.119. <b>"Terminal Operator"</b>	- the Preferred Bidder granted the right to conduct the Project in terms of the Terminal Operator Agreement concluded between the Terminal Operator and the TNPA, pursuant to being selected as the Preferred Bidder under this RFP;

- 2.1.120. **"Terminal Operator Agreement (TOA)"** - the agreement to be entered into between TNPA and the Terminal Operator, pursuant to the Project, in the form of the Draft Terminal Operator Agreement attached in this RFP in Annex KK;
- 2.1.121. **"TNPA"** - Transnet National Ports Authority, an operating division of Transnet;
- 2.1.122. **"Terminal Operations"** - services provided at the Terminal, consisting of handling LPG, storing LPG, transshipment of LPG and delivering LPG from and to vessels and services related thereto;
- 2.1.123. **"Transaction Advisors"** - the firms advising TNPA and/or the Bidders, in respect of this RFP;
- 2.1.124. **"Transnet"** - Transnet SOC Ltd, with registration number 1990/000900/30, a state-owned company, duly incorporated in accordance with the company laws of the Republic of South Africa;
- 2.1.125. **"Valuer"** - a property valuer registered with the South African Council for Property Valuers; and
- 2.1.126. **"VAT"** - the value-added tax levied in terms of the Value-added Tax Act, 89 of 1991.

2.2. In this RFP:

- 2.2.1. references to a statutory provision include any subordinate legislation made from time to time under that provision and include that provision as modified or re-enacted from time to time;
- 2.2.2. words importing the masculine gender include the feminine and neutral genders and vice versa;
- 2.2.3. the singular includes the plural and vice versa;
- 2.2.4. references to a "person" include a natural person, company or any other juristic person or other corporate entity, a charity, trust, partnership, joint venture, syndicate, or any other association of persons;
- 2.2.5. references to a "subsidiary" or a "holding company" shall be references to a subsidiary or holding company as defined in the Companies Act;



- 2.2.6. if a definition imposes substantive rights and obligations on a person, such rights and obligations shall be given effect to and shall be enforceable, notwithstanding that they are contained in a definition;
- 2.2.7. any definition, wherever it appears in this RFP, shall bear the same meaning and apply throughout this RFP document unless otherwise stated;
- 2.2.8. if there is any conflict between any definitions in this RFP then, for purposes of interpreting any clause of the RFP or paragraph of any part or schedule, the definition appearing in that clause or paragraph shall prevail over any other conflicting definition appearing elsewhere in this RFP document;
- 2.2.9. the use of any expression covering a process available under South African law (such as but not limited to judicial management, business rescue or winding-up) shall, if any of the Parties is subject to the law of any other jurisdiction, be interpreted in relation to that Party as including any equivalent or analogous proceeding under the law of such other jurisdiction;
- 2.2.10. references to any amount shall mean that amount exclusive of VAT unless the amount expressly includes VAT;
- 2.2.11. the rule of construction that if general words or terms are used in association with specific words or terms which are a species of a particular genus or class, the meaning of the general words or terms shall be restricted to that same class (i.e. the *eiusdem generis* rule) shall not apply and whenever the word **"including"** is used followed by specific examples, such examples shall not be interpreted so as to limit the meaning of any word or term to the same genus or class as the examples given;
- 2.2.12. the rule of construction that the RFP shall be interpreted against or to the disadvantage of the party responsible for the drafting or preparation of the RFP (namely the *contra proferentem* rule) shall not apply;
- 2.2.13. unless otherwise specified, all references to any time shall be to the time of day in Johannesburg, South Africa; and
- 2.3. the expiration or termination of this RFP shall not affect such of the provisions of this RFP which are expressly provided to operate after any such expiration or termination, or which of necessity must continue to have effect after such expiration or termination, notwithstanding that the relevant provisions themselves do not provide for this.

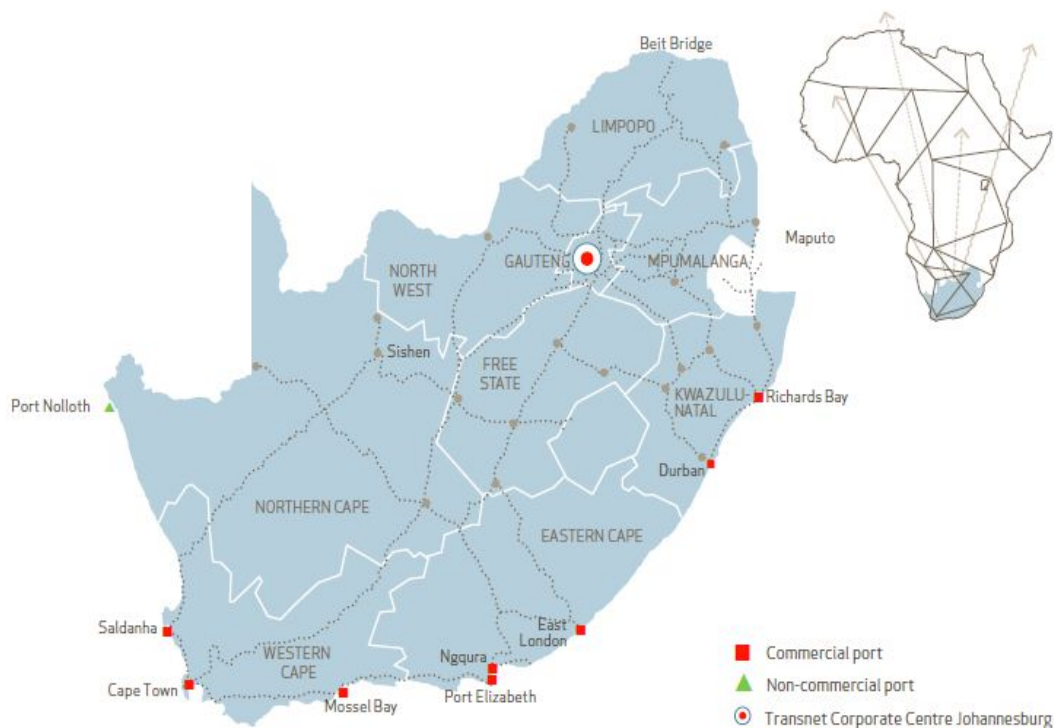
## **PART I - GENERAL REQUIREMENTS, RULES, AND PROVISIONS**

### **3. BACKGROUND**

- 3.1. TNPA is established through the National Ports Act to be a ports authority and landlord, responsible for the safe, efficient and economic functioning of the national ports system, which it manages, controls and administers on behalf of the State.
- 3.2. Section 11 of the National Ports Act prescribes the core functions of TNPA, to include the following:
  - 3.2.1.1. to plan, provide, maintain and improve port infrastructure;
  - 3.2.1.2. prepare and periodically update a port development framework plan for each port;
  - 3.2.1.3. to promote the use, improvement and development of ports and control land use within the ports, having the power to lease port land under conditions that it determines;
  - 3.2.1.4. to promote greater representation, in particular to increase participation in port operations of historically disadvantaged people;
  - 3.2.1.5. to provide or arrange marine-related services, i.e. pilotage services, tug assistance, berthing services, dredging and hydrographic services;
  - 3.2.1.6. to promote greater representation, in particular to increase participation in port operations of historically disadvantaged people;
  - 3.2.1.7. to provide or arrange marine-related services, i.e. pilotage services, tug assistance, berthing services, dredging and hydrographic services;
  - 3.2.1.8. to ensure that adequate, affordable and efficient port services and facilities are provided, including regulatory oversight of all port activities; and
  - 3.2.1.9. to provide aids to assist the navigation of vessels within port limits and along the coast.
- 3.3. At an operational level, TNPA occupies a strategic position in the country's transport and logistics chain, managing South Africa's eight commercial seaports, namely Cape Town, Durban, East London, Mossel Bay, Ngqura, Port Elizabeth, Richards Bay and Saldanha Bay.

- 3.4. The ports under the control of the TNPA span approximately 2 800 km the South African coastline. TNPA's asset base consists of port land, basic port infrastructure and marine fleet at all the eight commercial ports. TNPA manages port land of approximately 43,4 million m<sup>2</sup> and about 750 leases across the port system.
- 3.5. TNPA provides its services to port users, namely terminal operators, shipping lines, shipping agents, cargo owners and the clearing and forwarding industry.
- 3.6. TNPA also carries a distinctive feature of being self-sustaining, unlike most other landlord port authorities that rely on national or provincial governments for financial support.

**Figure 1: National Port System**



#### 4. BACKGROUND

- 4.1. TNPA is issuing this RFP, for the possible appointment of a Terminal Operator to design, develop, finance, construct, operate, maintain and transfer a Liquefied Petroleum Gas (LPG) Terminal for the handling of liquefied petroleum gas for a twenty-five (25) year concession at Island View Precinct in the of Durban, as provided for in section 56 of the National Ports Act.

Request for proposal for the possible appointment of a Terminal Operator to design, develop, finance, construct, operate, maintain and transfer a Liquefied Petroleum Gas (LPG) terminal for the handling of liquefied petroleum gas for a twenty-five (25) year concession period at island view in the port of Durban.

- 4.1.1. Section 56 of the Ports Act permits TNPA to enter into an agreement with any person in terms of which that person, for the period and in accordance with the terms and conditions of the agreement, is authorised to:
- 4.1.1.1. design, construct, rehabilitate, develop, finance, maintain or operate a port terminal or port facility, or provide services relating thereto;
  - 4.1.1.2. provide any other service within a port designated by TNPA for this purpose;
  - 4.1.1.3. perform any function necessary or ancillary to the matters referred to in paragraphs (a) and (b); or
  - 4.1.1.4. perform any function necessary or ancillary to the matters referred to in paragraphs (a) and (b); or
  - 4.1.1.5. perform any combination of the functions referred to in paragraphs (a), (b) and (c).
- 4.1.2. A Terminal Operator Agreement, will be negotiated and concluded with the Preferred Bidder, following the conclusion of the process outlined in paragraph 4.1. above.
- 4.1.3. A draft Terminal Operator Agreement, which will record the respective rights and obligations of the TNPA and the Terminal Operator, will be annexed to the RFP to be issued.
- 4.1.4. In undertaking the Concession, the Terminal Operator will be responsible for the development of whatever Terminal infrastructure, as fixed improvements to the Project Site, it will require to undertake the Concession, which shall include but not be limited to, sheds, offices, ablutions, canteens, fencing, security systems, quay paving, bulk services, communication systems, lighting, substations and general machinery, plant and equipment, as may be required to operate the Liquefied Petroleum Gas (LPG) Terminal.

## 4.2. **Port of Durban Overview**

- 4.2.1. The Port of Durban is located on the east coast of the southern region of the KwaZulu-Natal Province, and is well positioned along the major transport routes of the Province with access to regional rail and air transport and boasts the following attractive features:
- 4.2.1.1. It is the most urbanized administrative region in the Province, within the central business district of the eThekweni Metropolitan Municipality.

- 4.2.1.2. At the nexus of primary transport routes such as the N2 and N3, has access to major regional and local distributor roads, and access to hinterland, especially Gauteng.
- 4.2.1.3. Adjacent to key economic activity areas such as the primary business and industrial nodes of the CBD and South Durban Basin. Optimally positioned to access several local labour market source areas such as Glenwood, Umbilo and Bluff.
- 4.2.1.4. Strategically located within a national, regional and local context, and is optimally positioned to service the Southern African community as an import and export location.
- 4.2.1.5. The proximity of tourist and related leisure activities to the Port provides additional opportunities for integrated growth and development, especially when considering the new Cruise Terminal at the Point Precinct, and its proximity to existing tourism nodes such as uShaka Marine World.
- 4.2.1.6. The locational analysis shows that the Port is well positioned to benefit from the business, industrial, tourism and socio-economic nodes and areas located close to the Port. The Port also has several opportunities for linkages with major business and tourist routes beyond KwaZulu-Natal, especially Gauteng province which is the economic hub of South Africa.

#### 4.2.2. Port Precincts

**Figure 2** Port Precinct



Request for proposal for the possible appointment of a Terminal Operator to design, develop, finance, construct, operate, maintain and transfer a Liquefied Petroleum Gas (LPG) terminal for the handling of liquified petroleum gas for a twenty-five (25) year concession period at island view in the port of Durban.

- 4.2.2.1. The Port consists of **five precincts** that primarily focus on separate cargo handling operations:
- 4.2.2.2. The **Point and Recreational Precinct** focuses primarily on automotive cargo and leisure;
- 4.2.2.3. The **Maydon Wharf Precinct** is a multi-functional precinct primarily focusing on break bulk and dry bulk;
- 4.2.2.4. The **Durban Container Terminal (DCT)** Precinct focuses on container handling and liquid bulk;
- 4.2.2.5. The **Bayhead Precinct** focuses on maritime repair operations and logistics; and
- 4.2.2.6. The **Island View Precinct** is primarily focused on liquid-bulk and to an extent, dry bulk.

#### 4.2.3. The Island View Precinct

Figure 3. Aerial Overview of the Island View Precinct



- 4.2.3.1. The Island View Precinct (IVP) is a petrochemical hub in the Port of Durban. The majority of the IVP footprint is occupied by cargo owners who are also terminal operators responsible for the shipping, movement and storage of South Africa's petroleum, diesel, chemicals, oils, lubricants and aviation fuel.

Request for proposal for the possible appointment of a Terminal Operator to design, develop, finance, construct, operate, maintain and transfer a Liquefied Petroleum Gas (LPG) terminal for the handling of liquefied petroleum gas for a twenty-five (25) year concession period at island view in the port of Durban.



- 4.2.3.2. The Port of Durban is the preferred entry point for bulk liquids due to the available infrastructure that connects the IVP to the Gauteng Province which is the main economic hub of South Africa via the Multi Products Pipeline (MPP).
- 4.2.3.3. The liquid bulk terminals in IVP conducts the following activities in the precinct:
  - 4.2.3.3.1. Import, storage, distribution of fuel and fuel products, chemicals, and edible oils; and
  - 4.2.3.3.2. Blending, drumming (or packaging), manufacturing of oils, lubricants, greases, and other chemicals.
- 4.2.3.4. The IVP consists of 10 berths and operates on a 24-hour basis.
- 4.2.3.5. Vessels call at common-user berths to off-load liquid bulk products, which are pumped to and stored in tanks within the precinct. Distribution from storage tanks takes place via pipeline, road, and rail tankers.
- 4.2.3.6. South Africa's chemical industry is a key sector for TNPA as it has a throughput of approximately 1.4 billion litres per year through IVP.
- 4.2.3.7. Given the electricity crisis facing South Africa, TNPA considers Liquified Petroleum Gas (LPG) as an environmentally friendly reliable source of energy which can be used as an alternative to combat the energy issue faced by South Africans.
- 4.2.3.8. The country's demand for liquid fuels is met with the import of refined fuels while refinery output is impacted by the closure of and non-operational refineries. The majority of refined fuels are now being imported and stored within the IVP.
- 4.2.3.9. In June 2020, TNPA commissioned a study to analyse the market demand for liquid fuels in South Africa through the consulting firm Price Waterhouse Coopers (PWC). One of the key findings of the study indicated an increase in demand for Liquified Petroleum Gas (LPG).
- 4.2.3.10. According to the Department of Mineral Resources and Energy report of 2018, the equivalent of 0.5bn litres of LPG was consumed in South Africa, an average of 30% was used in internal refinery operations in furnaces and boilers. From the remaining 70%, approximately 85% was for industrial and

commercial sector usage and the balance of 15% was for domestic use in rural and urban areas.

- 4.2.3.11. The demand for LPG has been relatively stable for the past decade but the push toward emissions reductions and decarbonization has already triggered the move away from fuel oils for furnace firing and other industrial applications toward Liquefied Petroleum Gas (LPG), Methane Rich Gas (MRG), and Liquefied Natural Gas (LNG).
- 4.2.3.12. The market demand as indicated above warrants the Port of Durban to facilitate the handling of LPG within the IVP.
- 4.2.3.13. **Figure 4** below shows a site that was identified as suitable for the establishment of an LPG terminal in the Port of Durban.

**Figure 4.** Proposed Site for the LPG Terminal in Island View



- 4.2.3.14. The site is currently a green field with no permanent structures and is often leased on an ad-hoc basis as a laydown site to contractors doing works in IVP.
- 4.2.3.15. The salient features of the site are as follows:
  - 4.2.3.15.1. The property is described as a portion of Erf 689, Bluff in the extent of approximately 12 233.040 m<sup>2</sup>;
  - 4.2.3.15.2. Access to the site is possible via road and rail (adjacent to the site);

Request for proposal for the possible appointment of a Terminal Operator to design, develop, finance, construct, operate, maintain and transfer a Liquefied Petroleum Gas (LPG) terminal for the handling of liquified petroleum gas for a twenty-five (25) year concession period at island view in the port of Durban.



- 4.2.3.15.3. The site has pipe connectivity to IV berths as well as the MPP for the discharge and loading of refined petroleum products; and
- 4.2.3.15.4. The site also has access to TNPA pipe racks on IVP berths.

## 5. PROJECT SCOPE AND DESCRIPTION

- 5.1. Bidders are required to submit Bid Responses for the exclusive right to undertake the Project which entails the design, development, financing, construction, operation, and maintenance of the Terminal for the handling of LPG and the transfer thereof to the TNPA at the end of the Concession Period.
- 5.2. The successful Bidder will be required to secure all the required approvals and licenses to enable the Project, including but not limited to:
  - 5.2.1. Environmental Authorizations;
  - 5.2.2. Water use licenses;
  - 5.2.3. NERSA and other Regulatory approvals;
  - 5.2.4. Construction permits; and
  - 5.2.5. Other applicable approvals and licenses.
- 5.3. Bidders are advised to be fully conversant with all Regulations and Tariff methodologies relevant and applicable to the Project and the handling of LPG, as the appointed Terminal Operator will be required to comply with these Regulations. The appointed Terminal Operator will accordingly be required to, on its own, obtain all the necessary consents.
- 5.4. The Preferred Bidder will be required to comply with all the NERSA Regulations and/or approvals. The Bidder that is appointed as the Preferred Bidder is expected to be fully conversant with NERSA Regulations in respect of the handling of LPG and should in particular take note of the tariff methodology applied by NERSA in regulating the prices of a Liquified Petroleum Gas Terminal Operator.

Request for proposal for the possible appointment of a Terminal Operator to design, develop, finance, construct, operate, maintain and transfer a Liquified Petroleum Gas (LPG) terminal for the handling of liquified petroleum gas for a twenty-five (25) year concession period at island view in the port of Durban.

- 5.5. The appointed Terminal Operator will be required to, on its own, obtain all the necessary Consents from NERSA prior to the Terminal Operator Agreement becoming fully effective.
- 5.6. The appointed Terminal Operator will be responsible for negotiating and concluding any associated services/connectivity outside port boundaries with relevant stakeholders.

## **6. COMPILATION OF DETAILED DESIGNS AND SPECIFICATIONS**

- 6.1. The Preferred Bidder will be required to submit detailed designs in respect of the required Terminal for the Project and take into account the following:
  - 6.1.1. construction and installation of pipelines and loading or discharging arms at the Island View precinct for the discharge and loading of LPG to enable the optimal and efficient use of Terminal Infrastructure;
  - 6.1.2. the possible access to existing pipelines and loading arms which will be determined by consultation with existing Port Users and terminal operators as may be relevant, in compliance with the Ports Act and NERSA Regulations and such other legislation as may be applicable;
  - 6.1.3. construction and/or connectivity to existing pipelines for the conveyance of LPG to and from the Terminal which is TNPA's preferred option; and
  - 6.1.4. access to the Project Site via sea, pipeline, rail, and road;
  - 6.1.5. storage facilities to allow for landside / waterside storage to buffer supply and demand.

## **7. CONSTRUCTION PROGRAM, CONSTRUCTION AND INSTALLATION, TESTING, AND COMMISSIONING OF TERMINAL EQUIPMENT AND ASSOCIATED INFRASTRUCTURE**

- 7.1. The appointed Terminal Operator will be required to undertake the Construction and establish the Terminal on the Project Site.
- 7.2. The Preferred Bidder will be required to raise the capital required to undertake and complete all the work required to bring the Terminal into full operation by the end of the Development Phase date, which date will be negotiated with the Preferred Bidder.
- 7.3. TNPA will not prescribe to the Preferred Bidder, the extent of the work to be undertaken at the Terminal. The Preferred Bidder will be required to determine the extent of the Construction, the Terminal Infrastructure, and Terminal Equipment required for the Terminal Operations.

- 7.4. The Preferred Bidder is required to provide a proposed technical design for the Terminal Infrastructure and Terminal Equipment in the Business Case as detailed further in the Business Case Guidelines (Annex CC).

## **8. OPERATION AND MAINTENANCE**

- 8.1. Bidders to note that it is the Terminal Operators responsibility to complete the detailed design, construction, delivery, installation, testing, and commissioning of all plant and equipment required for the Operation and Maintenance of the Terminal.
- 8.2. The Terminal Operator will acquire the right to operate and assume an obligation to maintain the Terminal in the course of Operations and Maintenance. The Terminal Operator will be required to maintain the Terminal in accordance with the terms of the Terminal Operator Agreement to ensure the continuous optimal Operation of the Terminal.
- 8.3. The Terminal Operator will be required to maintain the surface of the quay in good working order and condition, in accordance with International Best Practice (as defined in the Draft Terminal Operator Agreement) and international standards, including undertaking any cleaning of the surface of the quay.
- 8.4. The Terminal Operator and the TNPA shall agree on the minimum performance norms and standards for the Operation and Maintenance of the Terminal. An overview of Terminal Operator Performance Standards is provided in Annex J.
- 8.5. The Terminal Operator will be required to provide access, inspection and data appraisal rights to its storage monitoring system as part of TNPA's statutory terminal oversight and performance functions.
- 8.6. Bidders are to conform to international best practices for the maintenance and operations of the Terminal.

## **9. DURATION OF TERMINAL OPERATOR AGREEMENT**

- 9.1. The Concession to be granted to the Terminal Operator shall be for a minimum period of 25 (twenty-five) years unless otherwise agreed between the Terminal Operator and the TNPA and recorded in the Terminal Operator Agreement.
- 9.2. Bidders must note that whilst this RFP and the Draft Terminal Operator Agreement envisage a 25 (twenty-five) Concession Period. [Bidders may suggest a longer Concession Period and, in such instance, must provide reasons for proposing a longer Concession Period and this must be reflected in their financial model and Business Case in the Alternative Bid Response. The longer Concession Period will also be assessed based on the capital

expenditure and investment proposed by the Bidder which will be negotiated during the Terminal Operator Agreement phase].

## **10. HANDOVER AND TRANSFER OF THE TERMINAL**

- 10.1. The Terminal Operator shall on expiry of the Concession Period transfer all rights title and interest in and to the Terminal Infrastructure developed to undertake the Project, to the TNPA at no cost, unless otherwise agreed and recorded in the Terminal Operator Agreement.
- 10.2. Prior to the end of the Concession Period, TNPA may in accordance with the terms of the Terminal Operator Agreement, elect to:
  - 10.2.1. either retain all or some of the Terminal Infrastructure on the Project Site without any compensation or may on written notice to the Terminal Operator, instruct the Terminal Operator to demolish and remove all or some of the Terminal Infrastructure; and/or
  - 10.2.2. on written notice to the Terminal Operator to purchase the Terminal Equipment.
- 10.3. Should TNPA elect to purchase the Terminal Equipment, the Terminal Operator shall hand over, free from encumbrances, the Terminal Equipment together with, *inter alia*, all associated certificates, manuals, and documents.
- 10.4. Should TNPA notify the Terminal Operator to demolish and remove all or some of the Terminal Infrastructure, the Terminal Operator shall decommission, demolish and remove all or the selected Terminal Infrastructure at its cost as well as rehabilitate the land as notified by TNPA.
- 10.5. At the end of the Concession Period, the Terminal Operator will be required to leave the Project Site in a safe, clean and orderly condition in accordance with the terms and conditions contained in the Draft Terminal Operator Agreement, and where applicable, be required to comply with its rehabilitation obligations.

## **11. ACTIVITIES AT THE TERMINAL**

- 11.1. The Terminal Operator shall manage and operate the Terminal for the purpose of:
  - 11.1.1. receiving and dispatching of LPG at the Terminal via vessels, pipelines, and tankers;
  - 11.1.2. the temporary storage of LPG in storage tanks;
  - 11.1.3. the transfer of LPG to, in, and from the Terminal via pipeline, tankers, or rail;

Request for proposal for the possible appointment of a Terminal Operator to design, develop, finance, construct, operate, maintain and transfer a Liquefied Petroleum Gas (LPG) terminal for the handling of liquified petroleum gas for a twenty-five (25) year concession period at island view in the port of Durban.

- 11.1.4. the transfer of LPG from the vessel into the storage tanks for distribution and/ or transfer of LPG products from the storage tanks into the vessel;
- 11.1.5. the distribution of LPG to inland customers through rail, road, pipeline; and
- 11.1.6. perform maintenance-related activities that the Terminal Operator may deem necessary.

## **12. COMMON-USER PRINCIPLE, NON-DISCRIMINATION AND OPEN ACCESS (THIRD PARTY ACCESS)**

- 12.1. The Terminal, including the Terminal Infrastructure and Terminal Equipment such as the loading facilities shall be used, managed and operated on a common-user open access basis and on an equal footing in terms of the NERSA Regulations, meaning that:
  - 12.1.1. the Terminal Operator shall have the exclusive right to operate the Terminal and shall provide reasonable equality of access to the Terminal and the loading facilities to Terminal users and potential Terminal users wishing to utilise the services of the Terminal; and
  - 12.1.2. the Terminal Operator shall not unreasonably discriminate, in its tariff structure or in its trading conditions (including but not limited to all commercial terms and conditions) between various users or potential users of the Terminal and the loading facilities; and
  - 12.1.3. the Terminal Operator shall use and afford all Terminal users who require access and use of the Terminal the right to use the Terminal, on a first come, use it or lose it, basis, open access to the Terminal and the loading facilities available and uncommitted.
  - 12.1.4. TNPA will require the incorporation the principles outlined in 10.1.1 to 10.1.3 in the Terminal Operator Agreement and non-compliance by the Terminal Operator to these terms and the engagement in any anti-competitive behaviour will be regarded as a breach of the Terminal Operator Agreement.
  - 12.1.5. The principles contained above shall be in line with all the applicable NERSA regulations.
- 12.2. Subject to the provisions of this RFP, the Terminal Operator shall otherwise be granted the exclusive right to undertake the Project, subject to the provisions of the National Ports Act, Port Rules, and any directives as may be issued in terms thereof.

### 13. CONCESSION FEE OFFER

As consideration for the grant of the Concession, the Terminal Operator shall be required to pay Concession Fees to TNPA consisting of the fixed Concession Fee and the variable Concession Fees, as described in Clause 13 (*Concession Fee Offer*) of Part III (*Evaluation Criteria*) of this RFP. Bidders will be required to propose the Rental Fee payable to TNPA in response to Clause 13 (*Concession Fee Offer*) of Part III (*Evaluation Criteria*) of this RFP.

### 14. MARKET ANALYSIS (FOR INFORMATION PURPOSES ONLY)

14.1. In June 2020, TNPA commissioned a study to analyse market demand for liquid fuels in South Africa.

14.2. One of the key findings of the study indicated an increase in demand for LPG. In 2018, the equivalent of 0.5bn litres of LPG was consumed in South Africa, of which an average of 30% was used in internal refinery operations in furnaces and boilers. Of the remainder, 85% was industrial and commercial sector usage and the balance of 15% was for domestic use in rural and urban areas, according to the Department of Mineral Resources and Energy.

14.3. LPG demand has been stable for the past decade but the push toward emissions reductions and decarbonization has already triggered the move away from fuel oils for furnace firing and other industrial applications toward LPG, MRG, and Liquefied Natural Gas (LNG).

14.4. LPG is used by the following categories of end-users:

14.4.1. industrial users, who use LPG for heating where a readily controlled temperature is needed (motor vehicle paint shops, or as fuel for forklift trucks) within warehouses;

14.4.2. commercial users that include, for example, a shopping centre with several restaurants that may have one bulk tank of LPG, reticulated to individual restaurants or stores, hybrid autogas-diesel users to power motor vehicles; and

14.4.3. residential users who use LPG for cooking, space heating, and water heating.

#### 14.5. Liquid Fuels South African Market Overview

14.5.1. The liquid fuels industry in South Africa consists of multinational private companies. According to the South African Petroleum Industry Association (SAPIA), the fuel sector contributes about 6% to the country's Gross Domestic Product (GDP) while supplying some 18% of South Africa's primary energy needs through annual sales of around 31bn litres of liquid fuels.

- 14.5.2. South Africa's demand for liquid fuel products currently outstrips its ability to supply these products. The country is therefore dependent on the output from the local refineries which is supplemented by the import of refined fuels, the majority being imported and stored in the IVP.

#### 14.6. Supply

- 14.6.1. Liquefied Petroleum Gas (LPG) used to be produced by almost all refineries in South Africa, with the exception of only two refineries. In 2018, the refineries produced the equivalent of 0.9bn litres of LPG. LPG is a blend of approximately 60% propane and 40% butane gases and is kept liquefied under pressure.
- 14.6.2. South Africa imports LPG during refinery shutdowns and winter season peak demands, and exports during summer months. The refinery volumes are traded mainly through LPG wholesalers who have supply contracts with the oil companies and may also import independently. These include Afrox, Easigas, Oryx, Kayagas, Reatile Gaz and Totalgaz. Other participants in the value chain include traders and re-sellers.
- 14.6.3. One of South Africa's planned policy initiatives is to provide access to safe, cleaner, more efficient, and portable fuels. Another initiative is to switch low-income households from using coal, paraffin, and biomass<sup>40</sup> towards LPG.
- 14.6.4. The Department of Mineral Resources and Energy (DMRE) is in the process of developing incentives for the switch, which would require a greater supply of LPG to be made available for the domestic market. Current refinery production of LPG is capped at roughly 1.2 billion litres per year and will be unable to meet any increase in demand for LPG.
- 14.6.5. The table below indicates LPG Coastal Storage capacity in South Africa, which indicates the potential for IVP to increase its LPG handling capacity by 360 000.

#### LPG Coastal Storage in South Africa.

	Location	Terminal	Tank Capacity Tons	Installed tank capacity tons/year at 6 tank turns/year	Installed tank capacity tons/year at 12 tank turns/year
Open Access	Saldanha Bay	Sunrise	5500	33000	66000
		Avedia	8000	48000	96000
	Richards Bay	Bidvest	22600	135600	271200
				<b>216600</b>	<b>433200</b>
Exclusive use	Port Elizabeth	Shell	4000	24000	48000
	Durban	Sapref	6000	36000	72000
	Richards Bay	Bidbanks	6000	36000	72000
<b>TOTAL EXISTING CAPACITY</b>				<b>252600</b>	<b>505200</b>

Request for proposal for the possible appointment of a Terminal Operator to design, develop, finance, construct, operate, maintain and transfer a Liquefied Petroleum Gas (LPG) terminal for the handling of liquefied petroleum gas for a twenty-five (25) year concession period at island view in the port of Durban.

Potential Future Capacity	Richards Bay	Vopak	38300	229800	459600
	IVP	Lot 100	30000	180000	360000

**Note:**

1. National demand in 2019 was estimated at 600 million litres = 330 000 tons/year based on SAPIA 2018 Annual Report ( 504 million litres consumption in 2018)
2. DMRE intends to at least double LPG consumption by switching over paraffin users over a 5 year period from 2021(DMRE Budget Vote Speech Jul 2020)
3. Actual annual tank capacities may be lower if LPG is transported mainly via road

14.6.6. It is the view of LPG wholesalers that the uptake of LPG in South Africa is limited by insufficient storage in Durban and Gqebera which are owned by Shell and BP and another one in Richards Bay owned by Bidvest. Licenses for new storage and loading operations have been awarded to Sunrise Energy and Avedia Energy in Saldanha Bay as well as Bidvest Terminals and Vopak Reatile in Richards Bay. This totals almost 100 kilotons, a substantial increase from the present 6 000 tons capacity.

14.6.7. A United Kingdom ("UK") market inquiry into the supply of bulk LPG for domestic use found the closest functional substitute for LPG was Liquefied Natural Gas (LNG), however, in South Africa, natural gas networks were limited to a few places within the City of Johannesburg in 2019. LNG does not have the portability of LPG, as it has to be cryogenically liquefied, and is therefore unlikely to penetrate the domestic market in the short term. However, LNG is a viable substitute for some industrial and commercial applications.

**14.7. Demand**

14.7.1. Given the benefits of LPG and the electricity crisis facing South Africans, LPG represents a reliable energy alternative. LPG is more reliable and environmentally friendly than other products, Occupational Health regulation renders LPG safe for in-house use relative to petrol and diesel. Electricity was deemed costly for space heating and not reliable in industrial applications, whereas LPG is used in equipment uniquely designed for LPG use.

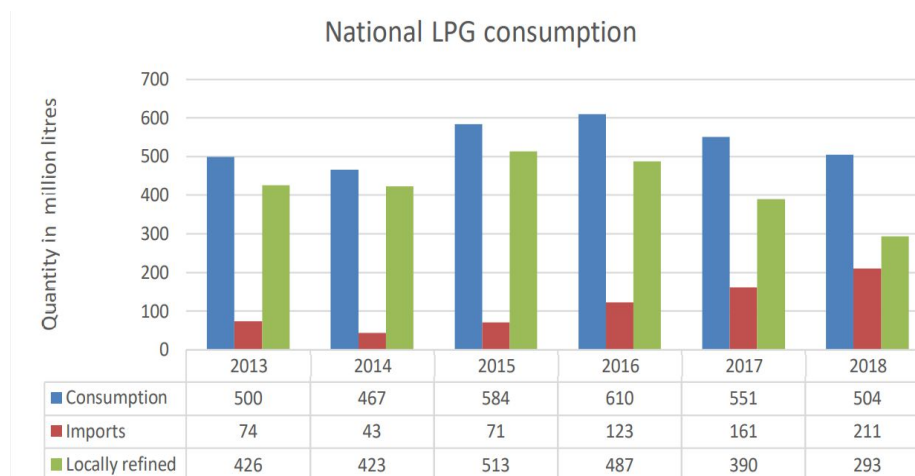
14.7.2. In 2018, the equivalent of 0.5bn litres of LPG was consumed in South Africa, of which an average of 30% was used in internal refinery operations in furnaces and boilers. Of the remaining 70%, 85% was industrial and commercial sector usage and the balance of 15% was for domestic use in rural and urban areas, according to the DMRE.

14.7.3. LPG demand has been stable for the past decade but the push toward emissions reductions and decarbonisation has already triggered the move away from fuel oils for furnace firing and other industrial applications toward Liquefied Petroleum Gas (LPG), Methane Rich Gas (MRG), and Liquefied Natural Gas (LNG).

Request for proposal for the possible appointment of a Terminal Operator to design, develop, finance, construct, operate, maintain and transfer a Liquefied Petroleum Gas (LPG) terminal for the handling of liquefied petroleum gas for a twenty-five (25) year concession period at island view in the port of Durban.



- 14.7.4. The market demand as indicated above warrants the Port to facilitate the handling of LPG within the IVP. TNPA has identified a suitable site in Island View for the creation of additional capacity for Liquified Petroleum Gas. It must be noted that this market analysis has been provided as a high-level guideline. Bidders are required to do their own detailed market analysis when compiling their business case.
- 14.7.5. National LPG consumption for the period 2013 to 2018 was assessed against LPG imports and locally refined LPG to ascertain whether there is a growth in demand for the product. The LPG consumption and import data was sourced from the Department of Mineral Resources and Energy's (DMRE) website.
- 14.7.6. The graph below depicts the national consumption of LPG for the period 2013 to 2018. Imports of LPG has grown year on year as depicted in the graph below. In the South African market the product is supplied by way of locally refined product and imported product.



National LPG consumption vs imports 2013-2018 [source: DMRE Website 2019]

- 14.7.7. It can be seen that during the reviewed period, LPG usage averaged 535,88 million litres, provided by both rising imports and locally refined product. The numbers for locally refined LPG are calculated using the difference between imported and consumed LPG. Some volumes of refined LPG are retained by refiners for use in industrial operations rather than being sold to the market.

## **15. OTHER KEY ROLE PLAYERS IN THE SOUTH AFRICAN PORTS SYSTEM (FOR INFORMATION PURPOSES)**

### **15.1. THE DEPARTMENT OF PUBLIC ENTERPRISES ("DPE")**

Request for proposal for the possible appointment of a Terminal Operator to design, develop, finance, construct, operate, maintain and transfer a Liquified Petroleum Gas (LPG) terminal for the handling of liquified petroleum gas for a twenty-five (25) year concession period at island view in the port of Durban.

The DPE is the custodian of the state-owned enterprises in South Africa. The Minister of Public Enterprises, with the assistance of the DOT, exercises the Government's rights as the sole shareholder of Transnet. The DPE manages the Government's interest in Transnet in line with prevailing Government policy and legislation, including the Public Finance Management Act.

#### 15.2. THE DEPARTMENT OF TRANSPORT ("DOT")

The DOT is responsible for the regulation of transportation in South Africa including, *inter alia*, the development of maritime transport policies and for legislation in respect of ports, port regulations and policy. Transnet is a state-owned transport company that is an integral part of South Africa's logistics network. The DOT, as the custodian of the regulation of transport will have oversight in respect of the RFP but will not be involved in any of the processes comprising or included in the RFP.

#### 15.3. THE DEPARTMENT OF TRADE, INDUSTRY AND COMPETITION ("DTIC")

The DTIC is responsible for the facilitation of transformation of the economy and for the promotion of industrial development, employment creation, and building of mutually beneficial global relations to advance South Africa's trade. It is also responsible for industrial policy and it facilitates broad-based economic participation. The DTIC has established a fair regulatory environment that enables investment, trade and industry and enterprise development in an equitable and socially responsible manner. As the custodian of regulation of trade, the DTIC has oversight in respect of B-BBEE and plays a significant role in the social development aspects of all economic activity in South Africa.

#### 15.4. THE PORTS REGULATOR OF SOUTH AFRICA

The Ports Regulator is primarily responsible for the economic regulation of the ports system and for promoting equity of access to ports, facilities, and services provided in the ports. The Ports Regulator monitors the activities of TNPA to ensure that it performs its functions in accordance with the National Ports Act. The Ports Regulator, as the independent ports regulatory body has oversight in respect of the RFP in order to ensure that the regulation of the Port's system is compliant with the National Ports Act.

#### 15.5. NATIONAL ENERGY REGULATOR OF SOUTH AFRICA ("NERSA")

NERSA is a regulatory authority established as a juristic person in terms of Section 3 of the National Energy Regulator Act, 2004 (Act No. 40 of 2004). NERSA's mandate is to regulate the electricity, piped-gas and Gas pipelines industries in terms of the Electricity Regulation Act, 2006 (Act No. 4 of 2006), Gas Act, 2001 (Act No. 48 of 2001) and Gas Pipelines Act, 2003 (Act No. 60 of 2003). The mandate of NERSA is derived from legislation governing and prescribing the role and functions of the Regulator.

## 15.6. DEPARTMENT OF MINERAL RESOURCES AND ENERGY ("DMRE")

The DMRE is responsible for ensuring the exploration, development, processing, utilisation, and management of South Africa's mineral and energy resources. As the country's economy continues to grow, energy is increasingly becoming a key focus.

The DMRE's Energy Policy is based on the following key objectives:

- 15.6.1 diversifying primary energy sources and reducing dependency on coal;
- 15.6.2 attaining universal access to energy by 2014;
- 15.6.3 accessible, affordable and reliable energy, especially for the poor;
- 15.6.3 good governance, which must also facilitate and encourage private-sector investments in the energy sector; and
- 15.6.5 environmentally responsible energy provision.

## 16. PURPOSE OF THE RFP

16.1. The purpose of this RFP is to:

- 16.1.1. develop an LPG import and distribution Terminal in the Port of Durban using the process stipulated in section 56 of the National Ports Act, 2005 to secure a terminal operator that will design, construct, finance, operate and maintain the Terminal for a period of 25 (twenty-five) years and thereafter transfer it to TNPA;
- 16.1.2. invite Bidders to submit their Bid Responses to this RFP;
- 16.1.3. provide information to Bidders in relation to the RFP and TNPA's broader vision in respect of the framework of the Project;
- 16.1.4. set out the rules of participation in the RFP process referred to in this RFP. Particular attention is drawn to the provisions of the RFP relating to contact with TNPA, confidentiality, canvassing, non-collusion and Bidder changes. Failure to comply with any one or more of these provisions may result in exclusion from participation in this RFP based on the discretion of TNPA;
- 16.1.5. set out the key assumptions and constraints that need to be independently verified, considered and understood by the Bidders in preparing competitive and comparable Bid Responses for the Project;
- 16.1.6. set out the framework and information requirements within which Bid Responses to this RFP should be made;

Request for proposal for the possible appointment of a Terminal Operator to design, develop, finance, construct, operate, maintain and transfer a Liquified Petroleum Gas (LPG) terminal for the handling of liquified petroleum gas for a twenty-five (25) year concession period at island view in the port of Durban.

- 16.1.7. request detailed, comprehensively priced, competitive, binding, underwritten Bid Responses to undertake the Project, which Bid Responses comply with the requirements set out in this RFP; and
- 16.1.8. set out the Qualification Criteria and the Evaluation Criteria which TNPA will apply to the Bid Responses received to enable TNPA to select the Preferred Bidder and a Reserve Bidder, as the case may be.

## 17. STRUCTURE OF THIS RFP

17.1. The Structure of this RFP is as follows:

- 17.1.1. Part I (*General Requirements, Rules and Provisions*) of this RFP provides the general information to the Bidders and includes, *inter alia*, the glossary of terms detailing the defined terms used within this RFP, explanation of and background to the RFP and the Project, the scope of the Project, the structure and purpose of this RFP and the terms and conditions in terms of which each Bidder submits its Bid Response, including details regarding the format of each Bid Response.
- 17.1.2. Part II (*Qualification Criteria*) of this RFP sets out the Qualification Criteria that must be satisfied by the Bidders. Bid Responses submitted in respect of this RFP will first be assessed on the basis of compliance with the Qualification Criteria, and only if a Bid Response complies with the Qualification Criteria will it be evaluated in terms of Part III (Evaluation Criteria) of this RFP.
- 17.1.3. Part III (*Evaluation Criteria*) of this RFP sets out the evaluation procedure and the Evaluation Criteria to be used by TNPA in evaluating those Bid Responses that have fulfilled the Qualification Criteria and have progressed to the Evaluation Criteria. The purpose of the Evaluation Criteria is to determine the relative rankings of those pre-qualified Bid Responses and select the Preferred Bidder.
- 17.1.4. Part IV (*Objective Criteria*) of this RFP sets out the evaluation procedure and the Objective Criteria in evaluating those Bid Responses that have fulfilled the Evaluation Criteria and have progressed to the Objective Criteria. The purpose of the Objective Criteria is to determine if there are objective grounds on which the TNPA may not proceed with awarding the Project to the Highest-Ranking Bidder in Part III (Evaluation Criteria) and instead, select the Preferred Bidder.

## 18. STRUCTURE OF THE EVALUATION OF BID RESPONSES

- 18.1. Bid Responses submitted in respect of this RFP will first be assessed on the basis of compliance with the Qualification Criteria, and only if a Bid Response complies with the Part II Qualification Criteria will it be evaluated in Part III (Evaluation Criteria) and thereafter, be subject to Part IV (Objective Criteria) evaluation.
- 18.2. Qualification Criteria 1: Administrative Responsiveness detailed in Clause 65 of Part II (Qualification Criteria Assessment) of this RFP, will be checked by the TNPA before the evaluation process commences. The requirements for these criteria are set out under Clause 65 (Qualification Criteria 1: Administrative Responsiveness) of Part II (Qualification Criteria Assessment) of this RFP. Non-submission of the Mandatory Returnable Documents required for Administrative Responsiveness will result in the Bidder not being a compliant Bidder and the Bidder's Bid Response will not be evaluated further against Qualification Criteria 2: Substantive Responsiveness.
- 18.3. Qualification Criteria 2: Substantive Responsiveness detailed in Clause 65 (Qualification Criteria 2: Substantive Responsiveness) of Part II (Qualification Criteria Assessment) of this RFP, will be checked by the TNPA. before the evaluation of Part III (Evaluation & Objective Criteria) The requirements for these criteria are set out under Clause 65 (Qualification Criteria 2: Substantive Responsiveness) of Part II (Qualification Criteria Assessment) of this RFP.
- 18.4. If a Bidder's Bid Response complies with the requirements and conditions set out in Clause 65 of Part II (Qualification Criteria Assessment) of this RFP, it will proceed to be evaluated under Part III (Evaluation and Functional Criteria Assessment) of this RFP.
- 18.5. For avoidance of doubt, Substantive Responsiveness in Part II (Qualification Criteria Assessment) of this RFP will be checked by the TNPA before the evaluation of Part III (Evaluation and Functional Criteria Assessment).
- 18.6. Upon qualification on the Substantive responsiveness, the Bidder's Bid Response will firstly be evaluated on the Evaluation Criteria as set out in clause 68.
- 18.7. The Evaluation Criteria as set out in Part (III) comprises of a response to a Concession Fee Offer (Price) and B-BBEE Contributor Level (Preference). The evaluation will be undertaken in accordance with a 90/10 points system. For more information, please see Clause 69 of Part III (Evaluation and Objective Criteria Assessment) of this RFP.
- 18.8. The points for Concession Fee Criteria (Price) (scored out of 90 (ninety)) and B-BBEE Contributor Level (Preference) (scored out of 10 (ten)), will be added together to determine

the total points (scored out of 100 (one hundred)) earned in respect of the Evaluation Criteria Assessment.

- 18.9. A Bidder who scores the highest points under Stage 1 and Stage 2 of Part III shall become eligible for appointment as the Preferred Bidder unless Objective Criteria justify the award to another Bidder.
- 18.10. All Bidders will be ranked based on the scores achieved and will be subjected to the Objective Criteria assessment (Part IV) prior to making the final selection of the Preferred Bidder.
- 18.11. The TNPA has set objective criteria to which it will apply its mind, prior to making the final appointment of the Preferred Bidder. The Objective Criteria accordingly entails the evaluation of the following:
  - 18.11.1. the completion of a comprehensive due diligence which entails further verification and testing of the Bidders Bid Response to confirm the Bidders technical and financial capabilities to successfully execute the Project;
  - 18.11.2. the further consideration of the Bidder's Stage 1 Evaluation Criteria functionality assessment, is to determine if there are indeed objective criteria that will justify the award of the Project to another Bidder; and
  - 18.11.3. the consideration of the Bidders economic development commitments in furtherance of the TNPA's Economic Development Objectives and which requires that Bidder's submit with its Bid Response the Annexure TT Development Phase Value Summary, and Annexure UU Operational Phase Value Summary.
- 18.12. If there are no Objective Criteria which justifies the appointment of another Bidder other than the Highest Ranked Bidder, the Bidder who scores the highest points will be appointed as the Preferred Bidder.

## **19. BEST AND FINAL OFFER ("BAFO")**

- 19.1. If after the evaluation of the Bid Responses in TNPA's view there is no clear Preferred Bidder, TNPA reserves the right, but is not obliged to, invite any number of Bidders to make their best and final offers, if required, provided that there is a variance of less than 10% (ten percent) between the scoring of their Bid Responses.
- 19.2. Notwithstanding the possibility that TNPA may give Bidders the opportunity to submit a BAFO, Bidders should be aware that TNPA will, in conducting its evaluation of Bid Responses, rely on all information (including all representations) contained in such Bid

Request for proposal for the possible appointment of a Terminal Operator to design, develop, finance, construct, operate, maintain and transfer a Liquefied Petroleum Gas (LPG) terminal for the handling of liquified petroleum gas for a twenty-five (25) year concession period at island view in the port of Durban.

Responses. Bidders are, therefore, encouraged to submit their best proposals in their Bid Responses in response to this RFP.

## 20. ALTERNATIVE BID RESPONSE

- 20.1. Each Bidder is required to submit a Bid Response which responds to and complies in all respects with the Qualification and Evaluation Criteria ("**Standard Bid Response**").
- 20.2. To allow sufficient opportunity for innovation, Bidders may submit additional Bid Responses ("**Alternative Bid Response**") that:
  - 20.2.1. improve and do not compromise the timeframes for the Project;
  - 20.2.2. improve and do not compromise the design criteria of the Terminal;
  - 20.2.3. increase Port calls without increasing the bulk services, land requirements, environmental emissions or forces on the quay infrastructure; and
  - 20.2.4. Justifiable business cases that warrant considerations for any deviations from the standard bid requirements with the exception of the site allocated for this project; and
  - 20.2.5. offer better value for money to TNPA.
- 20.3. However, Bidders should note that the submission of an Alternative Bid Response is not a requirement and TNPA is under no obligation to consider an Alternative Bid Response.
- 20.4. No Alternative Bid Response will be considered unless a Standard Bid Response is also submitted. The benefits of deviation from the RFP requirements shall be motivated by a Bidder who submits an Alternative Bid Response, particularly against the Standard Bid Response and the Project objectives and such Alternative Bid Response must demonstrate increased efficiency and better value for money for TNPA.
- 20.5. All Alternative Bid Responses will be evaluated in a similar manner to the Standard Bid Response (refer to Clause 20.1).
- 20.6. Bidders should note that any change to the Standard Bid Response contained in the Alternative Bid Response that is not fully motivated and which does not result in a quantified saving for TNPA will be disregarded by TNPA and will adversely affect the assessment by TNPA of the Bidder's Standard Bid Response.
- 20.7. TNPA reserves the right to reject or accept any of the proposed changes to the Standard Bid Response contained in the Alternative Bid Response in its discretion.

## 21. PROJECT STRUCTURE AND CONTRACTS

- 21.1. The Preferred Bidder will be invited to enter into the Terminal Operator Agreement and, if required, a Finance Direct Agreement with the relevant counterparties. The Draft Terminal Operator Agreement is attached to this RFP in Annex KK (*draft Terminal Operator Agreement*). The rights and obligations of the Terminal Operator for the term of the Project are set out in the Draft Terminal Operator Agreement. The Terminal Operator Agreement will be required to be finalised and entered into with TNPA within 4 (four) months (or such extended period as may be determined by TNPA in its sole discretion) of a Bidder being appointed as Preferred Bidder.
- 21.2. If the Preferred Bidder fails to undertake activities or take steps reasonably required for the conclusion of the Terminal Operator Agreement within this 4 (four) month period (or such extended period as may be determined by TNPA in its sole discretion), then TNPA may, in its discretion, disqualify the Preferred Bidder or revoke its status as Preferred Bidder. If the Preferred Bidder is disqualified or has its status as Preferred Bidder revoked by TNPA, TNPA may appoint a Reserve Bidder as the Preferred Bidder in accordance with the provisions of Clause 61 of this RFP. TNPA shall subsequently enter into negotiations with such Reserve Bidder for the conclusion of the Terminal Operator Agreement.
- 21.3. Bidders should note that the Draft Terminal Operator Agreement has been prepared on the assumption that the Terminal Operator will:
- 21.3.1. be a special purpose vehicle, in the case of a Consortium. In this instance, the Preferred Bidder will be required to establish a special purpose Company with the sole purpose of undertaking the Project and entering into the Terminal Operator Agreement. All Shareholders of that Project Company are required to be Members of the Bidder that is appointed as Preferred Bidder (i.e., from the moment the Bid Response is submitted);
  - 21.3.2. raise finance for purposes of undertaking the Project;
  - 21.3.3. complete the Construction and commence Operation of the whole Terminal within 24 (twenty-four) months of the receipt of a positive record of decision in relation to the Environmental Impact Assessment (EIA) from the DFFE in respect of the Project and upon the submission of the detailed designs by the terminal operator to TNPA;
  - 21.3.4. TNPA expects the Preferred Bidder to deliver this project based on the following timelines:
    - 21.3.4.1. 4 months – Terminal Operator Agreement negotiations;
    - 21.3.4.2. 12 months – Environmental Authorisations / licences / approvals / etc;
    - 21.3.4.3. 4 months - Confirmation of funding; and

Request for proposal for the possible appointment of a Terminal Operator to design, develop, finance, construct, operate, maintain and transfer a Liquefied Petroleum Gas (LPG) terminal for the handling of liquefied petroleum gas for a twenty-five (25) year concession period at island view in the port of Durban.



#### 21.3.4.4. 24 months - Construction and commissioning

21.3.5. to the extent that the Preferred Bidder's bid is not consistent with the assumption made above, the provisions of the final Terminal Operator Agreement shall be revised to be consistent with such bid.

21.4. The Terminal Operator Agreement is negotiable, save for those Clauses referred to in Clause 21.6. Bidders are required to supply a mark-up of commercial Clauses in the Draft Terminal Operator Agreement and once a Preferred Bidder has been appointed, the mark-ups made by the Preferred Bidder, as at Bid Submission Date, will be negotiated between TNPA and the Preferred Bidder. Notwithstanding the restrictions imposed by the non-negotiable provisions as set out above, TNPA reserves the right to amend the final terminal operator agreement such that it is consistent with or aligned to the final accepted bid response.

21.5. Bidders are required to supply a mark-up of the Draft Terminal Operator Agreement in Microsoft Word format to indicate any amendments which the Bidder and its Lenders wish TNPA to consider if appointed as Preferred Bidder. TNPA will not evaluate the extent of the mark-up of the Draft Terminal Operator Agreement at the time of the submission of the Bid Response, but submission of a marked-up Draft Terminal Operator Agreement is a Mandatory Returnable Document and the failure to submit a comprehensive and fully considered Draft Terminal Operator Agreement could result in disqualification. TNPA will not consider mark-up to the Clauses specified in the table in Clause 21.6. A mark-up of these Clauses of the Terminal Operator Agreement will not be acceptable to TNPA and could result in adverse evaluation in the evaluation process of this RFP.

21.6. TNPA regards the Clauses listed in the Draft Terminal Operator Agreement as being non-negotiable and these are:

No.	Clause number	Description
1	Clause 1	Definitions and Interpretation
2	Clause 2	Introduction
3	Clause 3	Appointment of Terminal Operator and grant of rights
4	Clause 6	Ownership and return of the Project Site and the Terminal
5	Clause 7	Indemnity

6	Clause 8 (save for Clause 8.2 ( <i>single purpose company with no subsidiaries</i> ))	Terminal Operator's warranties and undertakings
7	Clause 9	Compliance with D&C Specifications and Operating Specifications
8	Clause 11	Environmental
9	Clause 16	Port Users and Port Rules
10	Clause 17	Shareholding in the Terminal Operator
11	Clause 18	TNPA's Assistance and Rights and Limitations on Liability
12	Clause 20	Provision of the Port
13	Clause 21	Project Site
14	Clause 22	Key Personnel and Removal of Personnel
15	Clause 23	Health and Safety
16	Clause 24	Security
17	Clause 31	Rights of Access
18	Clause 35	Foreign exchange risk
19	Clause 36	Default Interest
20	Clause 37	Consequences of a Relief Event
21	Clause 38	Consequences of a Compensation Event
22	Clause 39	Force Majeure
23	Clause 41	Terminal Operator Default
24	Clause 44	Invalidation in terms of section 67 of the National Ports Act

Request for proposal for the possible appointment of a Terminal Operator to design, develop, finance, construct, operate, maintain and transfer a Liquefied Petroleum Gas (LPG) terminal for the handling of liquified petroleum gas for a twenty-five (25) year concession period at island view in the port of Durban.

25	Clause 49	No Termination Amount for termination for Force Majeure
26	Clause 52	Corrupt gifts and fraud
27	Clause 54	Dispute Resolution
28	Clause 55	Information and audit access
29	Clause 56	Miscellaneous matters

#### 21.7. The Preferred Bidder:

- 21.7.1. will be required to enter into the Terminal Operator Agreement with TNPA, pursuant to which TNPA will grant the Preferred Bidder the right to undertake the Project on the terms and conditions of the Terminal Operator Agreement; and
- 21.7.2. in addition to the Terminal Operator Agreement, may be required to enter into a Finance Direct Agreement with its Lenders and TNPA in respect of the Terminal Operator Agreement.

## 22. TNPA'S RIGHTS

### 22.1. TNPA reserves the right to:

- 22.1.1. modify the Project and request Bidders to re-bid on any such changes;
- 22.1.2. reject any Bid Response which does not conform to instructions and specifications which are detailed herein;
- 22.1.3. disqualify Bid Responses submitted after the Bid Submission Date;
- 22.1.4. select or not to select any Bidder as the Preferred Bidder;
- 22.1.5. select one or more than one Bidder as the Reserved Bidder in terms of this RFP to undertake the Project;
- 22.1.6. not necessarily award the Project to the highest scoring Bid Response or an Alternative Bid Response subject to the PPPFA;
- 22.1.7. cancel or suspend the process for the appointment of the Terminal Operator in respect of the RFP;

Request for proposal for the possible appointment of a Terminal Operator to design, develop, finance, construct, operate, maintain and transfer a Liquified Petroleum Gas (LPG) terminal for the handling of liquified petroleum gas for a twenty-five (25) year concession period at island view in the port of Durban.

- 22.1.8. cancel, suspend or change the RFP contained in this RFP at any stage;
- 22.1.9. request a BAFO or not;
- 22.1.10. amend the RFP, Terminal Operator Agreement and the Finance Direct Agreement at any time prior to the signature of these agreements;
- 22.1.11. supplement the information provided as part of the RFP, as and when additional information becomes available;
- 22.1.12. reject all Bid Responses, if it so decides;
- 22.1.13. reduce the minimum threshold in respect of the Technical and Financial Qualification Criteria;
- 22.1.14. award the Terminal Operator Agreement for only a portion of the proposed services at the Port as reflected in the scope of this RFP;
- 22.1.15. split the award of the Terminal Operator Agreement between more than one Bidder;
- 22.1.16. make no award of the Terminal Operator Agreement; and
- 22.1.17. cancel the Terminal Operator Agreement should a contract be awarded on the strength of the information furnished by the Bidder, which after conclusion of the Terminal Operator Agreement, is proved to have been incorrect, and TNPA shall not be liable to the Bidders or the Preferred Bidder or any other person for any consequences, claims or costs arising from any of these actions.

22.2. TNPA reserves the right to award the Project to the highest scoring Bidder unless objective criteria justify the award to another Bidder.

## 23. TIMETABLE FOR THE RFP

Activity	Deadlines
Issue of the RFP	05 December 2022
Non-Compulsory Briefing Session in Durban	19 January 2023
Deadline for all questions and requests for clarification	14 April 2023
Bid Submission Closing Date	28 April 2023

Request for proposal for the possible appointment of a Terminal Operator to design, develop, finance, construct, operate, maintain and transfer a Liquified Petroleum Gas (LPG) terminal for the handling of liquified petroleum gas for a twenty-five (25) year concession period at island view in the port of Durban.

## **24. EXTENSION OF RFP BID SUBMISSION DATE**

TNPA may, in its discretion, extend the Bid Submission Date by issuing a Briefing Note in accordance with Clause 54 (*Briefing Notes and Changes to Bid Process*), in which case, all rights and obligations of TNPA and the Bidder that were previously subject to the original Bid Submission Date shall be subject to the extended Bid Submission Date.

## **25. GOVERNING LAW, COMPETITION AND OTHER STATUTORY REQUIREMENTS**

### **25.1. GOVERNING LAW**

- 25.1.1. The primary enabling legislation for the Project is the National Ports Act. This enabling legislation regulates and creates the competency of TNPA to procure and implement the Project and the manner in which it may conduct the Project.
- 25.1.2. The procurement of the Project, Bid Responses, subsequent documents, the Terminal Operator Agreement and the Finance Direct Agreement are and will be governed by and construed according to the laws of the Republic of South Africa.
- 25.1.3. Procurement of the Project will be carried out in accordance with the relevant legislation, which includes (but is not limited to), the Constitution; the National Ports Act; the Preferential Procurement Policy Framework Act, 5 of 2000; the Public Finance Management Act; the B-BBEE Act; and the NEMA, each to the extent applicable and subject to any lawful exemptions from any provision thereof.

### **25.2. COMPETITION ACT**

Each Bidder must satisfy itself that any aspect of its Bid Response in respect of the Project is not a notifiable transaction as contemplated under the Competition Act and to the extent that it is a notifiable transaction that all necessary requirements to comply with the provisions of the Competition Act have been complied with or will be complied with by it prior to the signature of the Terminal Operator Agreement and the Finance Direct Agreement. Bidders will be required to submit Annex U (*Breach of Law Form*) in terms of which they certify whether they have been found guilty during the preceding 5 (five) years of a serious breach of law, including but not limited to a breach of the Competition Act by a court of law, tribunal or other administrative body.

### **25.3. OTHER STATUTORY REQUIREMENTS**

The Bidder (including its Contractors (if any) and its Members), its Lenders (if any), its Legal Advisors and its Financial Advisors are required to satisfy themselves as to the compliance with all other statutory and legal requirements in relation to the Project or any aspect thereof.

## 26. THE RFP SOCIO-ECONOMIC OBJECTIVES AND REQUIREMENTS

### 26.1. B-BBEE

- 26.1.1. TNPA fully endorses and supports the Government's B-BBEE requirements and it is strongly of the opinion that all South African business enterprises have an equal obligation to redress the imbalances of the past.
- 26.1.2. Since there has also been a lack of investment in infrastructure, skills development and inequality in income distribution, there have been a number of Government initiatives developed to address these challenges.
- 26.1.3. In terms of the proposed B-BBEE evaluation framework for the Project, prospective Bidders, will be expected to have a minimum BEE certificate B-BBEE in accordance with the Amended B-BBEE codes as per October 2013 rating. This requirement supports the Government's objective and therefore any Bidder who does not hold a minimum BEE certificate rating will not qualify for any further evaluation on any other criteria in the RFP. This Clause 26 (The RFP Socio-economic Objectives and Requirements) provides an overview to Bidders of what will be required of them in terms of the B-BBEE Criteria and what steps can be taken to meet those requirements.
- 26.1.4. Black Economic Empowerment ("**BEE**") is a process driven by the Government through legislation and policy which aims at remedying the historical imbalances and achieving economic transformation by increasing a number of Black People who participate in the mainstream South African economy.
- 26.1.5. BEE is fundamental to economic activities in South Africa and aims, through a mix of economic persuasion and incentive, to encourage the opening up of the economy to those disadvantaged by the past system.
- 26.1.6. The B-BBEE Act is intended as an enabling legislative framework which allows the Government to develop and issue the B-BBEE Codes. The B-BBEE Codes are intended to provide a standard framework for the measurement of B-BBEE across all sectors of the economy. The intention of the B-BBEE Codes is therefore to level the playing field for all entities operating within the South African economy by providing clear and comprehensive criteria for measurement of B-BBEE.
- 26.1.7. Companies which are governed by Sector-specific Codes will be measured in terms of those Sector Codes.

- 26.1.8. Bidders are to take note that failure to submit a valid and original B-BBEE verification certificate or a certified copy thereof at Bid Response will result in a Bidder's automatic disqualification.
- 26.1.9. TNPA would, therefore, prefer to do business with local and or international business enterprises which share the same values and which are prepared to contribute to meaningful B-BBEE initiatives (this includes, but is not limited to, operations subcontracting and joint ventures) as part of their Bid Responses.
- 26.1.10. Entities wishing to obtain B-BBEE recognition must be accredited by a recognised verification agency. The role of the B-BBEE verification agencies is to assess, verify and validate disclosed and undisclosed B-BBEE related information on measured entities.
- 26.1.11. The DTIC appointed the South African National Accreditation System ("**SANAS**") to conduct the accreditation of verification agencies. Accreditation as a verification agency enables an enterprise to issue a B-BBEE verification certificate. This method is aimed at instilling confidence in B-BBEE verification. A list of accredited B-BBEE verification agencies can be obtained on this website: [www.sanas.co.za](http://www.sanas.co.za)
- 26.1.12. Once a full verification of the documentation presented by an entity has been conducted, an entity will be awarded levels of B-BBEE recognition, which are dependent on the contributions an entity has made toward Black People in its business.
- 26.1.13. A typical B-BBEE verification certificate would contain the following information:
  - 26.1.13.1. company name and number;
  - 26.1.13.2. type of certificate (group, entity or division);
  - 26.1.13.3. B-BBEE category (Qualifying Small Enterprises or generic);
  - 26.1.13.4. B-BBEE level (1 (one) to 8 (eight));
  - 26.1.13.5. procurement recognition percentage (%);
  - 26.1.13.6. black ownership percentage (%);
  - 26.1.13.7. black women ownership percentage (%);
  - 26.1.13.8. value adding supplier (yes or no);

26.1.13.9. certificate issue date; and

26.1.13.10. certificate expiry date.

26.1.14. As a result of the minimum B-BBEE certificate B-BBEE requirement in Clause 64 of Part II (Qualification Criteria) of this RFP, the legal structure a Bidder adopts is crucial because if a Bidder is an international Company with no South African membership, that Bidder will not have a B-BBEE Contributor Status Level and will therefore be disqualified. International business enterprises will need to partner with local entities in order to achieve a minimum B-BBEE certificate Contributor Status to have their Bid Responses considered in terms of this RFP.

26.1.15. A trust, consortium or joint venture will qualify for points for its B-BBEE Contributor Status Level as a legal entity, provided that the entity submits its consolidated B-BBEE verification certificate.

26.1.16. A trust, consortium or joint venture will qualify for points for their B-BBEE Contributor Status Level as an unincorporated entity, provided that the entity submits their consolidated B-BBEE verification certificate as if they were a group structure and that such a consolidated B-BBEE verification certificate is prepared for every separate bid.

## **27. B-BBEE CONSORTIUMS**

27.1. Bidders who would wish to respond to this RFP as a Consortium with B-BBEE entities, must state their intention to do so in their Bid Response. Such Bidders must also submit a signed Consortium agreement between the Members clearly stating the percentage split of the Consortium and the associated responsibilities of each Member. If such a Consortium agreement is unavailable, the Members must submit confirmation in writing of their intention to enter into a Consortium agreement should they be appointed as Preferred Bidder by TNPA through this RFP Process. This written confirmation must clearly indicate the percentage split of the business and the responsibilities of each Member. In such instances, Preferred Bidder status will only be awarded once a signed copy of a Consortium agreement is submitted to TNPA.

27.2. Bidders are to note the requirements for B-BBEE compliance as required by Clause 26.1. of Part I (*General Requirements, Rules and Provisions*) of this RFP and submit proof of their B-BBEE Contributor Status Level in the form of a B-BBEE verification certificate in order to obtain preference points for their B-BBEE status.



- 27.3. Failure to submit a valid and original B-BBEE certificate or a joint sworn affidavit for the Consortium or a certified copy thereof at the Bid Response Date of this RFP will result in automatic disqualification.

## 28. ECONOMIC DEVELOPMENT OBJECTIVES

### 28.1. AIMS AND OBJECTIVES

- 28.1.1. Historically in South Africa, there has been a lack of investment in infrastructure, skills and capability development and an inequality in the income distribution and wealth of a significant portion of the population. There have been a number of Government initiatives developed to address these challenges. In particular, the National Development Plan (NDP) developed in 2013 aligns and builds on previous policies to ensure the achievement of Government's development objectives for South Africa. TNPA fully endorses and supports NDP.
- 28.1.2. The key focuses of the NDP include:
- 28.1.2.1. increasing employment intensity of the economy;
  - 28.1.2.2. addressing competitiveness;
  - 28.1.2.3. balancing spatial development of rural areas and poorer communities;
  - 28.1.2.4. reducing the carbon intensity of the economy;
  - 28.1.2.5. creating opportunities in improving regional and global cooperation; and
  - 28.1.2.6. enabling transformation that benefits a wider range of social actors in society e.g. workers, rural communities, youth and women
- 28.1.3. TNPA, as a State-Owned Company ("**SOC**"), plays an important role to ensure these objectives are achieved. Therefore, commercial agreements concluded with Government need to be aligned to Government's objectives for developing and transforming the local supply base. TNPA's mission is to transform its supplier base by engaging in targeted Economic Development initiatives to support localisation and industrialisation whilst providing meaningful opportunities for Black People with a particular emphasis on:
- 28.1.3.1. Black youth;
  - 28.1.3.2. Black women;
  - 28.1.3.3. people with disabilities;

28.1.3.4. small businesses; and

28.1.3.5. rural integration.

28.1.4. To facilitate the implementation of Economic Development Objectives, TNPA has adapted an existing framework from the DPE. This framework allows for a basic set of principles to be applied to appropriately targeted Economic Development Objectives. Economic Development Objectives aim to build local suppliers who are competitive through building capability and capacity. Hence, the framework has been termed the "Increased Competitiveness, Capability and Capacity Supplier Development Classification Matrix (*IC<sup>3</sup> Matrix*) Annex GG (*Economic Development Guidelines*) of this RFP. Currently there are 4 (four) quadrants of Economic Development Objectives which TNPA considers according to the Annex GG (*Economic Development Guidelines*) of this RFP. This RFP has been identified as small enterprise development (Development phase) and focused (Operational phase). Further detail pertaining to the Annex GG (*Economic Development Guidelines*) of this RFP can be found under Clause 68.3.1.1.1 (*Evaluation Criteria 3: Development Phase Criteria*; and Clause 68.3.1.2.5 *Evaluation Criteria 4: Operational Phase Criteria*), Part III (*Evaluation Criteria*) of this RFP.

28.1.5. In terms of the Terminal Operator Agreement, failure by the Terminal Operator to achieve the targeted Economic Development Objectives proposed in the Development Phase Value Summary and Operational Phase Value Summary will result in penalties being incurred under the Terminal Operator Agreement, as set out in Clause 68.3.1.1.1 and Clause 68.3.1.2.5 of Part III of this RFP.

## 28.2. TRANSFORMATION REQUIREMENTS

28.2.1. Bidders are to note that whilst the TNPA has not prescribed a minimum black ownership as part of its qualification and evaluation criteria, it reserves the right to negotiate and obtain a confirmation of the Bidder's commitment to improve the black ownership percentage.

28.2.2. Bidders will accordingly be expected to agree and undertake in Annex EE (*Transformation Improvement Plan*) of this RFP that if they are appointed a First Ranked Bidder and the TNPA concludes a Terminal Operator Agreement, they will be obliged to achieve their commitment over the concession period for the year of duration below:

26.3.3.1 Year 10: Bidders Proposal;

26.2.2.2. Year 15: Bidders Proposal; and

Request for proposal for the possible appointment of a Terminal Operator to design, develop, finance, construct, operate, maintain and transfer a Liquified Petroleum Gas (LPG) terminal for the handling of liquified petroleum gas for a twenty-five (25) year concession period at island view in the port of Durban.

26.2.2.3. Year 20: Bidders Proposal.

26.2.3. The percentage improvement will be included in the Terminal Operator Agreement as commitments that will be subject to penalties and termination of the Terminal Operator Agreement for non-compliance by the Terminal Operator.

26.2.4 New entrants and Black-owned companies are encouraged to apply.

## **29. ENVIRONMENTAL, SAFETY, HEALTH AND SECURITY COMPLIANCE**

29.1. The Project must be undertaken in accordance with the safety, health, environmental, quality and security policies of TNPA, included in this RFP at Annex E (*TNPA Security Policy*) and Annex C (*Safety, Health, Environment and Quality Policy*), and in accordance with the Terminal Operator Agreement.

## **30. BIDDERS' EXPERIENCE AND CAPACITY**

30.1. The prospective Bidders (and or their individual Members, as the case may be) should have a proven track record of successfully executing projects of a similar complexity and magnitude as the Project.

30.2. The prospective Bidders (and/or their individual Members, as the case may be) would therefore be required to demonstrate:

30.2.1. industry specific experience, particularly, their professional and technical qualifications and experience in the operation and/or maintenance of the Liquefied Petroleum Gas Terminal Operations;

30.2.2. financial strength, as envisaged in Clause 70 of Part III Stage 2 (Objective Criteria) of the RFP;

30.2.3. access to or use of the equipment and infrastructure necessary for the operation and/or maintenance of the Terminal Operations;

30.2.4. adequate personnel to perform their obligations under the Terminal Operator Agreement and related contracts, as envisaged in Part II (Qualification Criteria) of the RFP;

30.2.5. Contractors need to be accredited in terms of CIDB rating and the bidders need to indicate the CIDB level of all contractors.

30.2.6. Taking the above factors into consideration, the bidders must produce a high level Major Hazardous Installation (MHI) Quantitative Risk Assessment showing

identifying all the possible risks and suggested preventative and mitigation controls.

### 31. GENERAL BID RULES

- 31.1. The RFP is open to the worldwide public and is not restricted to Bidders who are South African nationals and South African entities. All Bidders are subject to the B-BBEE requirements set out in Clause 26.1. International business enterprises will need to partner with local entities in order to achieve a minimum B-BBEE certificate Contributor Status Level to have their Bid Responses considered in terms of this RFP. The Bidders are invited to submit Bid Responses to be appointed as the Preferred Bidder for consideration by TNPA.
- 31.2. Bidders are required to submit one Standard Bid Response. An additional Alternative Bid Response will only be considered if a Standard Bid has been submitted.
- 31.3. Only Bid Responses that comply with the minimum requirements and criteria specified in the Qualification Criteria of this RFP to TNPA's satisfaction, in its discretion, may be considered by TNPA for participation in the other stages of the RFP. Each Bidder, in submitting its Bid Response, is deemed to do so, on the basis that it accepts and acknowledges the terms of this RFP.
- 31.4. The Bidder appointed as the Preferred Bidder shall be afforded a period of time, specified under Clause 23 (Timetable for the RFP) of this General Requirements, Rules and Provisions section of the RFP, to negotiate and finalise their contractual arrangements and Project Documents with, *inter alia*, their Members, Contractors, equipment suppliers and Lenders, and apply for the Consents required to be held by them, by the date specified in the table under Clause 23 (Timetable for the RFP) of this General Requirements, Rules and Provisions section of the RFP.
- 31.5. TNPA reserves the right to appoint a Reserve Bidder simultaneously with, or at any time subsequent to, the announcement of the Preferred Bidder in accordance with Clause 61 (Selection of Preferred and Reserve Bidder) of Part I (General Requirements, Rules and Provisions) of this General Requirements, Rules and Provisions section of the RFP.
- 31.6. A Reserve Bidder, which has been selected to continue to participate in the Bid Submission Phase, may only be invited to become a Preferred Bidder by TNPA if:
  - 31.6.1. the Terminal Operator Agreement is not and is unlikely to, for whatsoever reason, be concluded with the Preferred Bidder in respect of the Terminal;
  - 31.6.2. the Preferred Bidder is disqualified for any reason; and/or
  - 31.6.3. the status of the Preferred Bidder is revoked for any reason whatsoever; and

Request for proposal for the possible appointment of a Terminal Operator to design, develop, finance, construct, operate, maintain and transfer a Liquified Petroleum Gas (LPG) terminal for the handling of liquified petroleum gas for a twenty-five (25) year concession period at island view in the port of Durban.

accordingly, the relevant Reserve Bidder will, if requested by the TNPA, be afforded a reasonable period of time to negotiate and finalise its contractual arrangements and the Project Documents with, *inter alia*, its Members, Contractors, equipment suppliers and Lenders in order to conclude the Terminal Operator Agreement and the Finance Direct Agreement with the relevant counterparties.

## **32. ELIGIBILITY CONSIDERATIONS**

- 32.1. Bid Responses will only be considered by TNPA, in accordance with the Qualification Criteria, Evaluation Criteria and Objective Criteria set out in this RFP which generally set out the TNPA's requirements in respect of experience, track record, financial strength, and strategy to undertake the Project, noting the provision of paragraph 67 (Information Verification).
- 32.2. Any firm, group, organisation or any Member of a Bidder which is not domiciled within the Republic of South Africa, or does not have an existing, formal association with a South African firm or organisation, shall indicate this fact clearly in its Bid Response.
- 32.3. Bidders are required to declare if any of their Members or any individual who is a director, officer, employee or Shareholder of any Member is related to any employee of TNPA or Transnet by completing and submitting Annex Q (Declaration of Interest) of this RFP.
- 32.4. TNPA may, at its discretion, reject a Bid Response if it includes the involvement of any person that is:
  - 32.4.1. blacklisted by the office of the National Treasury; or
  - 32.4.2. blacklisted by such person's professional body (if applicable); or
  - 32.4.3. related to any other Government official or person directly involved in the Project, who may be involved with the evaluation of the Bid Responses and any person with the ability to influence the decision of TNPA with respect to the appointment of the Preferred Bidder, which Relation was not disclosed; or
  - 32.4.4. who has been found guilty in any court of law of fraud or corruption related crimes; or
  - 32.4.5. upon whom an administrative penalty or fine has been imposed for a serious breach of law, including but not limited to breaches of the Competition Act.
- 32.5. The participation of Not-for-Profit entities in a Bid Response is at the discretion of a Bidder and shall be at its sole risk.

- 32.6. A person, Member, other participants in a Bid Response, or advisor may not participate in, advise or be involved (either directly or indirectly) with more than one Bidder at any stage during the Project. The Bidders shall ensure that no anti-competitive or collusive behaviour is displayed or engaged in by any person, Member, or advisor participating or involved with more than one Bidder. TNPA shall, at its discretion, be entitled to disqualify any Bidders whose Bid Response displays any anti-competitive or collusive behaviour. In this regard Bidders will be required to complete and submit Annex X (Supplier Integrity Pact) of this RFP.

### 33. ACKNOWLEDGEMENT OF THE LAW

- 33.1. The Bidder and each of its Members registered in South Africa are required to submit with their Bid Response a declaration stating, *inter alia*, that TNPA has supplied and Bidders have received appropriate responses to any or all questions, as applicable, which were submitted by any Bidders for the RFP clarification purposes. Furthermore, such declaration shall state that the processes and procedures adopted by TNPA in issuing this RFP and the requirements requested from Bidders in responding to this RFP have been conducted in a fair and transparent manner. The declaration required in respect of the Bidder is included in Annex L (*TNPA Declaration of Bidder*).
- 33.2. The Bidder is required to provide a declaration stating, *inter alia*, that it is aware that Bid Responses 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 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 10 (ten) years in terms of the Prevention and Combating of Corrupt Activities Act 12 of 2004 or any other applicable legislation. The declaration required in respect of the Bidder is included in Annex P (*Certificate of Acquaintance with RFP Documents*).
- 33.3. Each Project Company and each Bidder will be solely responsible for satisfying itself with respect to all the legal requirements for the Project and as to the legal requirements applicable to the Project and the Project Company as specified in this RFP and shall have no claim against TNPA or its Transaction Advisors for any loss or damage it may suffer or incur by reason of any flaw, or oversight or omission in relation thereto. This includes applying for, obtaining, maintaining, renewing and adhering to all relevant Consents, permits, licenses, authorisations and exemptions required to implement the Project. Failure to do so will be at the entire risk of the Project Company and each Bidder and no relief will be given for errors, oversights, or omissions of the Project Company, a Bidder or its Members or of TNPA.

- 33.4. After being selected as Preferred Bidder, a Preferred Bidder will be required to obtain any relevant licenses and/or permits in the name of its Project Company under the relevant legislation. Each Bidder will be solely responsible for satisfying itself with respect to all the legal requirements for the issue of any relevant license and/or permits by the Responsible Authority in terms of the relevant legislation.

#### **34. LEGAL PERSONALITY OF BIDDER AND CHANGES**

- 34.1. If a Preferred Bidder is a Consortium, it will be required to establish a special purpose Company with the sole purpose of undertaking the Project and entering into the Terminal Operator Agreement. All Shareholders of that Project Company are required to be Members of the Bidder (as from the Bid Submission Date) that is appointed as Preferred Bidder.
- 34.2. No change is permitted to the membership or organisational structure of any Bidder (including its Members) after submission of its Bid Response and during the evaluation process without the prior written consent of TNPA.
- 34.3. Bidders are required to immediately notify TNPA in writing if a change in any Bidder's membership or structure will include a change to the percentage of membership in the Bidder by each Member or the intended percentage of shareholding in the Project Company by each Shareholder (including but not limited to a Change in Control) or a change in the identity of the Bidder's Members or Contractors.
- 34.4. Any Bidder and its Members wishing to change its membership and/or structure (including but not limited to a Change in Control), other than in respect of a listed public company, must immediately notify TNPA of this fact, in writing and request TNPA's written consent and provide:
- 34.4.1. full details of the reason for the change;
  - 34.4.2. full details of the parties involved;
  - 34.4.3. full details of the overall impact on the Bidder, the Project Company, the Bid Response and the Project;
  - 34.4.4. in respect of a change in Members, detailed information and all returnable schedules and/or documents in respect of such new Member as was required

to be submitted in respect of the Bidder and/or its Members at the time of submission of the Bid Response;

- 34.4.5. in respect of any change related to a sale of Equity in the Project Company, full details in respect of the transaction, including full disclosure of any premium that will be paid in relation to the sale of Equity; and
  - 34.4.6. full details on how the Bidder proposes to share any improvement or benefit that results from a change to a Bidder's Bid Response or Project with TNPA.
- 34.5. If a Bidder or any of its Members notifies TNPA that it intends to undergo a change in its membership and or structure (including but not limited to a Change in Control), TNPA reserves the right to require the Bidder to supply such further information as TNPA may, in its discretion, request with regard to such change so as to enable TNPA to consider fully the impact of such change.
- 34.6. If a Bidder or any of its Members notifies TNPA that it intends undergoing a change in its membership and/or structure (including but not limited to a Change in Control), the Bidder shall be reassessed for qualification in accordance with the terms of this RFP, which re-qualification shall be in TNPA's discretion but in respect of which TNPA shall apply the same Qualification and Evaluation Criteria. If satisfactory, TNPA will advise the Bidder in writing.
- 34.7. If an event contemplated in Clauses 34.5 or 34.6 of this General Requirements, Rules and Provisions, Part I (*General Requirements, Rules and Provisions*), occurs and TNPA, in its discretion, has not approved the relevant change, TNPA shall be entitled to advise the Bidder or any of its Members, as the case may be, in writing that its request was not approved and may, in its discretion, provide a reasonable amount of time for the Bidder or any of its Members, as the case may be, to propose a restructuring of the Bidder or any of its Members, as the case may be, that is to TNPA's satisfaction, in its discretion. Failing this or if the proposed restructuring is not to TNPA's satisfaction (in its discretion), TNPA may, in its discretion, disqualify the Bidder from participating any further in the Bid Submission Phase, or to allow the Bidder to continue in the RFP, subject to such conditions as TNPA (in its discretion) determines appropriate.
- 34.8. TNPA shall not be obliged to consider any extension of time in relation to any stage of the RFP on account of any change to a Bid Response and or Project including a change in any Bidder or any of its Members as contemplated above.

### **35. AUTHORISATION OF TNPA AND THE TERMINAL OPERATOR**

- 35.1. The Bidder, its Members and its advisors are required to satisfy themselves as to the legal authority of TNPA to issue this RFP, to undertake the procurement processes set out in this

Request for proposal for the possible appointment of a Terminal Operator to design, develop, finance, construct, operate, maintain and transfer a Liquefied Petroleum Gas (LPG) terminal for the handling of liquified petroleum gas for a twenty-five (25) year concession period at island view in the port of Durban.



RFP and to undertake all other actions envisaged by this RFP including entering into the Terminal Operator Agreement and the Finance Direct Agreement.

- 35.2. TNPA shall not procure a legal opinion from any of its Transaction Advisors in favour of any Bidder, the Preferred Bidder, Members, Project Company or Lenders in relation to such authority or any other aspect of this RFP or the Project envisaged by it. In this regard, copies of the relevant documents authorising TNPA to enter into the agreements to which it is a party, will be made available to the Preferred Bidder upon written request by the Preferred Bidder.

## **36. CONFIDENTIALITY**

### **36.1. CONFIDENTIALITY BY THE BIDDERS**

- 36.1.1. This RFP contains confidential information regarding the Project and/or the TNPA. By collecting this RFP, the Bidders agree that:

36.1.1.1. they will ensure that their Members, directors, officers, employees, agents, advisors and representatives use this RFP only to assess the attractiveness of the Project and prepare a Bid Response and for no other purpose; and

36.1.1.2. subject to the above Clause, they will not divulge or distribute any information in respect of this RFP or pass on any copies of this RFP without the prior written approval of TNPA and will return this RFP together with all copies thereof to TNPA promptly upon being requested to do so.

- 36.1.2. Each Bidder agrees to maintain the confidentiality of all information supplied to it in connection with the Project (whether in text, chart, picture, electronic or other form), and agrees to keep its own Bid Response confidential in accordance with this Clause and section 86 of the National Ports Act No. 12 of 2005.

- 36.1.3. Bidders are required to provide TNPA, together with their Bid Response, a copy of the Non-Disclosure Agreement Annex M (*Non-Disclosure Agreement*) of this RFP, signed by a duly authorised representative on behalf of the Bidder.

### **36.2. CONFIDENTIALITY BY TNPA**

- 36.2.1. TNPA shall use its reasonable endeavours to keep all data and details submitted by Bidders strictly confidential, save to the extent that TNPA is required to disclose such data and or details by applicable law (including section 86 of the National Ports Act), order of a court of competent jurisdiction, a recognised stock exchange or a Government department or agency. Should it be deemed necessary to discuss any matter relating

to any submission of any Bidder with third parties (other than TNPA's Transaction Advisors), the necessary permission will be obtained from the Bidder concerned.

- 36.2.2. TNPA shall be entitled to disclose all data and details submitted by Bidders to the Transaction Advisors and the National Treasury and their officers, employees, agents, advisors and representatives who are involved in the Project and/or the evaluation of the Bid Response.
- 36.2.3. TNPA shall be entitled to disclose all data and details submitted by Bidders to the National Treasury, the DPE, the DTIC, the DOT, Transnet and Parliament to the extent necessary.
- 36.2.4. TNPA shall not be liable for any loss incurred or damage suffered as a result of any disclosure of any information (confidential or otherwise) of the Bidder. Accordingly, the Bidder, its Members and or its advisors and/or its Lenders (if any) shall not have, and hereby waive, any claim against TNPA, its officers, employees, servants, agents or Transaction Advisors arising out of the disclosure of any information, confidential or otherwise.

### **37. BID DOCUMENTATION FEE AND PREFERRED BIDDER GUARANTEE**

#### **37.1. PREFERRED BIDDER GUARANTEE**

- 37.1.1. Subsequent to the receipt of Bid Responses to the RFP and evaluation thereof, the Preferred Bidder will be required to lodge a guarantee (the "**Preferred Bidder Guarantee**") with TNPA in an amount equal to R5 000 000.00 (five million Rand). A Bidder which has been provisionally informed of its Preferred Bidder status will be considered to have been appointed by TNPA as the Preferred Bidder once the Preferred Bidder Guarantee has been submitted to TNPA in accordance with this Clause.
- 37.1.2. The Preferred Bidder Guarantee must be:
  - 37.1.2.1. an unconditional and irrevocable bank guarantee in the form set out in Annex I (*Form of Preferred Bidder Guarantee*);
  - 37.1.2.2. lodged with TNPA within 15 (fifteen) Business Days of a Bidder being notified of its provisional Preferred Bidder status;
  - 37.1.2.3. issued by a bank which is licensed to conduct banking business in South Africa under the Banks Act, 94 of 1990 and which has a South African rating of BBB or better by Standard & Poor's or equivalent; and

37.1.2.4. be valid and effective for the period from the date of issue of the Preferred Bidder Guarantee until the earlier of the expiry of the Bid Submission Validity Period, as defined in Clause 51 of Part I (*General Requirements, Rules and Provisions*) of this RFP, (as extended from time to time) and the Effective Date as defined in Annex KK of the Draft Terminal Operator Agreement.

37.1.3. If a provisionally appointed Preferred Bidder fails to deliver the Preferred Bidder Guarantee within the time allowed, TNPA shall be entitled to revoke the status of that Bidder as Preferred Bidder. TNPA may substitute the Preferred Bidder with a Reserve Bidder nominated by it and to lodge a Preferred Bidder Guarantee with TNPA within 15 (fifteen) Business Days of being notified of its Preferred Bidder status. The provisions of this Clause 37.1 (*Preferred Bidder Guarantee*) shall apply *mutatis mutandis* to such new Preferred Bidder Guarantee in each such case.

### 37.2. **RELEASE OF GUARANTEE**

The Preferred Bidder Guarantee of the Preferred Bidder in respect of a Project will be returned within 15 (fifteen) Business Days of the Effective Date of the Terminal Operator Agreement or expiry of the Bid Submission Validity Period, as the case may be.

### 37.3. **FORFEITURE OF GUARANTEE**

37.3.1. TNPA may call on the Preferred Bidder Guarantee more than once (provided that the aggregate amount payable thereunder shall not exceed the maximum amount of the Preferred Bidder Guarantee) without notice or legal process, if the Preferred Bidder:

37.3.1.1. is in breach of any law relating to the RFP or is disqualified from the RFP as a result of its actions or omissions;

37.3.1.2. fails to extend the term of guarantee after agreeing to TNPA's request to extend the expiry date of the Preferred Bidder Guarantee (in which case TNPA will hold it as security in lieu of such extended or renewed Preferred Bidder Guarantee); and/or

37.3.1.3. fails to sign the Terminal Operator Agreement within the agreed time period of this General Requirements, Rules and Provisions, Part I (*General Requirements, Rules and Provisions*) of this RFP;

37.3.1.4. revokes, repudiates or withdraws its Bid Response.

### **38. CORRUPT GIFTS AND PAYMENTS**

- 38.1. The attention of Bidders is drawn to the Prevention and Combating of Corrupt Activities Act, 12 of 2004.
- 38.2. None of the Bidders, its Members, the Lenders, any other participants in a Bid Response or any of their agents or advisors shall commit an offence in terms of the Prevention and Combating of Corrupt Activities Act, including directly or indirectly offering or giving any person in the employment of TNPA or any other Government official, who is directly involved in the Project, or any of the Transaction Advisors, any gratuity or consideration of any kind as an inducement or reward for appointing any Bidder as the Preferred Bidder, or for showing or omitting to show favour or disfavour to any Bidder, its Members, the Contractors, or their Lenders in relation to the Project.
- 38.3. If any offence in terms of the Prevention and Combating of Corrupt Activities Act is committed, TNPA shall be entitled to terminate the relevant Bidder's status and/or to prohibit such Bidder, its Members, its Contractors, Lenders or any other participant in the relevant Bid Response and their agents and advisors from participating in any further stage or part of the Project.

### **39. NO CONTRACT**

This RFP does not constitute an offer to enter into a contractual relationship with any Bidder but is merely a solicitation of Bid Responses to enable TNPA to select the Preferred Bidder, in order to conclude the Terminal Operator Agreement and the Finance Direct Agreement with the Terminal Operator and other relevant counterparties.

### **40. NO COLLUSION**

- 40.1. The attention of each of the Bidders, its Members, the Contractors as well as their advisors and agents is drawn to section 4(1) (b) (iii) of the Competition Act, which prohibits collusive bidding.
- 40.2. In submitting a Bid Response, each of the Bidders, its Members, the Contractors, Lenders, and all other participants in any Bid Response certifies that:
- 40.2.1. its Bid Response has been prepared without consultation, communication or agreement for restricting competition with any other Bidder, Member of another Bidder or participant in another Bid Response, or any other competitor or potential competitor;
- 40.2.2. its Bid Response has not been disclosed, nor will it be disclosed to any other Bidder, Member of another Bidder or participant in another Bid Response, or any competitor or potential competitor;

Request for proposal for the possible appointment of a Terminal Operator to design, develop, finance, construct, operate, maintain and transfer a Liquefied Petroleum Gas (LPG) terminal for the handling of liquified petroleum gas for a twenty-five (25) year concession period at island view in the port of Durban.

- 40.2.3. no attempt has been made or will be made by it to induce any other person not to submit or participate in a Bid Response for the purpose of restricting competition; and
- 40.2.4. no attempt has been made or will be made by it to induce any other person to alter the form or contents of its participation in any Bid Response for the purpose of restricting competition.
- 40.3. If TNPA becomes aware of or is of the opinion that any of the activities detailed in Clause 38.1 have been undertaken by any Bidder or any of its Members, Contractors or participant in another Bid Response or any of their advisors, TNPA shall be entitled to disqualify such Bidder, its Members, Contractors or participant in such Bid Response and their advisors and to bar any or all of them from participating further in the RFP in respect of the Project.

#### **41. NON-COMPLIANCE OF BID RESPONSE RESULTING IN DISQUALIFICATION**

- 41.1. Any material failure on the part of a Bidder to comply with any of the terms of this RFP, read together with all Briefing Notes, may result in its Bid Response being treated as a non-compliant Bid Response.
- 41.2. TNPA reserves the right to reject any non-compliant Bid Response without further evaluation.
- 41.3. Non-submission of the Mandatory Returnable Documents required for the achievement of Administrative Responsiveness will result in the Bidder not being a compliant Bidder and the Bidder's Bid Response will not be evaluated further against the remaining Qualification Criteria. Bidders will also have to ensure that the Bid Response has been lodged on time and at the correct drop point and that all the RFP documents in the Bid Response have been duly signed by the Bidder. Any Bid Response received without all Essential Returnable Documents requested in terms of this RFP or with insufficient information to enable a substantive evaluation thereof, as contemplated in (Qualification Criteria 2: Substantive Responsiveness) of Part II of this RFP, will be marked as incomplete and may, in TNPA's discretion, be rejected from the RFP.

#### **42. CONTACT POLICY**

- 42.1. All correspondence from a Bidder to TNPA shall be addressed to the Project Officer, shall be signed by the authorised representative of a Bidder and shall be legally binding on the relevant Bidder. All such correspondence must clearly indicate the name of the signatory, his or her position and the name of the Bidder. The Bidders may not contact or correspond with any person at TNPA, Transnet or a Transaction Advisor, other than the Project Officer,

in relation to the Project and or the RFP. The Bidder shall not be entitled to rely on any statements, information or correspondence in respect of this RFP or the Project that is not made, given or issued by the Project Officer and that is not contained in a Briefing Note.

- 42.2. Each Bidder shall give the Project Officer the name and contact details, in writing, of the person whom it appoints to undertake all contact with the Project Officer. It is each Bidder's sole responsibility to ensure that all contact details provided to the Project Officer are correct in every respect, including details of email addresses and telephone numbers etc. TNPA will not be held liable for the incorrectness of any contact details provided by Bidders. Any change to any details of that contact person shall be notified to the Project Officer in writing. The Bidder may only communicate with TNPA through such person and TNPA shall be entitled, at its discretion, to disregard any communication from the Bidder that does not come from such contact person.
- 42.3. All queries and requests for clarification in respect of this RFP shall be requested by way of Annex V (RFP Clarification Request Form) of this RFP, addressed, in writing, to the Project Officer. The contact details of the Project Officer are the following:

Area of responsibility	Contact
TNPA Project Manager: Port of Durban	Email: <u><a href="mailto:PORTOFDURBANLPGRFP@TRANSNET.NET">PORTOFDURBANLPGRFP@TRANSNET.NET</a></u>

- 42.4. No information or clarification in relation to the Project and/or the RFP may be requested by the Bidder, its Members, the Contractors nor any of its agents or advisors or any person participating in the relevant Bid Response from any member of the Transaction Advisors (save for requests to the Project Officer), Transnet, the employees of TNPA or any other Government official who may be associated with the Project (other than the Project Officer or National Treasury), without the prior written consent of the Project Officer.
- 42.5. If a Bidder, its Members, the Contractors or any of its agents, Lenders, other person participating in the relevant Bid Response or advisors make any such prohibited contact, TNPA reserves the right, in its discretion, to disqualify the Bidder, its Members, Contractors, other person or advisors from participating in that Bid Response on the grounds of being in breach of this Clause 40.4, from any further participation in the Project.
- 42.6. The Bidders, their Members, contractors, advisors, Lenders or agents may not rely on any information provided to any of them outside of the scope of Clause 40.3 above.

#### **43. TIME FOR REQUESTS AND CLARIFICATIONS**

Request for proposal for the possible appointment of a Terminal Operator to design, develop, finance, construct, operate, maintain and transfer a Liquified Petroleum Gas (LPG) terminal for the handling of liquified petroleum gas for a twenty-five (25) year concession period at island view in the port of Durban.

The Bidder may request clarification on any item contained within this RFP by no later than 00:00 CAT, 10 February 2023, after which date TNPA will not be obliged to enter into further correspondence with the Bidder on questions related to that Bid Submission Phase of the Project.

#### **44. REQUESTS AND RESPONSES TO REQUESTS**

- 44.1. After the briefing session, oral requests and queries will not be entertained. Requests from Bidders must be in writing and sent to the Project Officer by way of email as per Clause 42.3
- 44.2. TNPA will respond to written requests and queries by way of written Briefing Notes distributed by way of email to all Bidders.
- 44.3. Bidders must take note that all requests, queries and answers during the clarification process will be dealt with in an open and transparent manner so as not to give any particular Bidder an unfair advantage over others. Bidders must take care not to include confidential information in their queries or requests for clarification. The queries or requests for clarification should be limited to any item contained in this RFP.

#### **45. NON-COMPULSORY RFP BRIEFING SESSION AND SITE VISIT**

- 45.1. A formal non-compulsory briefing to Bidders will be held either virtually online or physically in respect of the Project, during which time the approach to the Project will be outlined and where key issues of concern or matters requiring clarification are to be raised. Details of this briefing session are as indicated below:
  - 45.1.1. Port of Durban – Date: **[19 January 2022]**, Online on Microsoft Teams or at the N-Shed, 2 Quayside Road, Port of Durban, Time: **12h00**.
  - 45.1.2. Potential Bidders will need to download the Bid documents from National Treasury website (e-tenders portal) or Transnet website.
  - 45.1.3. Potential bidders attending the briefing session are required to RSVP via to the following email address [PORTOFDURBANLPGRFP@TRANSNET.NET](mailto:PORTOFDURBANLPGRFP@TRANSNET.NET) by 17 January 2023.
  - 45.1.4. TNPA will produce a written register of the Bidders who attended the RFP Briefing Session and a written record of the proceedings at the RFP Briefing Session and will circulate this to all Bidders who attended the RFP Briefing Session, following the RFP Briefing Session. This written record shall be the definitive record of the proceedings and discussions at the RFP Briefing Session. There will be a question and answer session and all bidders will be required to submit all the questions in writing and TNPA will set a date to respond in writing.

- 45.1.5. Due to the access and operational safety conditions at the Terminal, Bidders will be required to bring their identity documents, appropriate safety shoes for walking in the Terminal and other personal protective equipment such as safety jackets, hard hats and reflective vests.
- 45.2. TNPA will restrict the number of attendees for each Bidder to a maximum number of 3 (three) representatives.
- 45.3. During the COVID-19 or any other global health emergency, TNPA reserves the right to confirm alternative arrangements and require compliance with the country's health and safety regulations, including any COVID-19 approved protective wear to prevent and combat the spread of Coronavirus at gatherings.

#### **46. STATUS OF RESPONSE**

TNPA and its Transaction Advisors will endeavor in good faith to respond to all reasonable written queries and requests for clarification raised by the Bidders. No response given to a question or request for clarification will have any status or impact on the RFP, save to the extent that such response is subsequently reflected in Briefing Notes to the RFP.

#### **47. SUBMISSION OF BID RESPONSE**

- 47.1. Bid Responses in relation to the Bid Submission Date are to be submitted by no later than **16h00 GMT +2 on 28 April 2023.**

**1.1** All Bid Responses shall be delivered physically to:

**TRANSNET (QUEENS WAREHOUSE)**

The Procurement Officer  
 Transnet National Ports Authority of South Africa  
 Tender Box, Queens Warehouse  
 237 Mahatma Gandhi Road, Durban  
 KwaZulu-Natal, South Africa

**Or by courier to the following address:**



The Procurement Officer  
 Transnet National Ports Authority of South Africa  
 Tender Box, Queens Warehouse  
 237 Mahatma Gandhi Road, Durban  
 KwaZulu-Natal, South Africa  
 (being the **"Bid Submission Venues Africa"**)

- 47.2. Each Bid Response is to be delivered to either of the Bid Submission Venues on or before the Bid Submission Date and time.
- 47.3. The tender box will be available on Business Days between 08h00 to 16h00, and the Bid Submission Venues for couriered Bid Responses will be available on Business Days between 08h00 to 16h00.
- 47.4. The measurements of the "tender slot" are 400mm wide x 100mm high and Bidders must please ensure that Bid Response documents or files are no larger than the above dimensions. Bid Responses which are too bulky (i.e. more than 100mm thick) must be split into two or more files and placed in separate envelopes each such envelope to be addressed as required in paragraph 1.1 above.

#### **48. COPIES OF BID RESPONSE**

48.1. Each Bid Response is required to be delivered by way of:

- 48.1.1. a hard copy consisting of 1 (one) master Bid Response and
- 48.1.2. a soft copy consisting of one master USB Flash Drive and 1 (one) additional USB Flash Drive. The documents, contained therein to be in Microsoft Word format, version 98 or later, save that where the document cannot be accessed by Microsoft Word, in which event the document must be provided in an Adobe Acrobat PDF format; each marked as either "master" or "copy", as the case may be.<sup>1</sup>

48.2. TNPA shall be entitled to consider any copy of the Bid Response as the master version of the Bid Response and TNPA will not be obliged to check the hard or soft copies of the Bid Response against each other in order to review or find unclear, missing or incomplete information or documents. In addition, if a document contained in the soft copy of the Bid

---

<sup>1</sup> Bidders are required to ensure that bids submitted in any electronic format are done at least one (1) day before the closing date to prevent issues which may be encountered due to technical faults. Bidders must not wait for the last hour to submit.

Response is illegible or cannot be opened, TNPA will be entitled to deem that the relevant document was not submitted and treat that Bid Response as incomplete. As such, any inconsistencies across the copies of the Bid Response will be at a Bidder's risk.

- 48.3. The sections of the Bid Response that respond to each of the Qualification Criteria and Evaluation Criteria of this RFP must be separate documents and must be separately bound.

#### **49. FORMAT OF THE BID RESPONSE**

TNPA shall be entitled, in its discretion, to disqualify any Bid Response that fails in any way to fulfil the requirements of this Clause 49 (*Format of the Bid Response*), and to prohibit the relevant Bidder from participating further.

##### **49.1. CONTENTS OF THE BID RESPONSE**

- 49.1.1. The Bid Response must be complete, contain all the information required by this RFP and deal with each and every issue raised in this RFP in consequential order numbered in accordance with the numbering set out in this RFP. The Bid Response must contain each document, fully completed with the specific details of the Bidder and/or its Members, as provided for in all of the Annexes to this RFP.
- 49.1.2. All pages of each part of the Bid Response must be numbered consecutively from beginning to end and a detailed index to the entire Bid Response, including all pages of each section or part, must be included in the Bid Response.
- 49.1.3. The Bid Response must adhere to the order set out below, to aid the evaluation process:
- 49.1.3.1. the Mandatory Returnable Documents;
  - 49.1.3.2. the Essential Returnable Documents;
  - 49.1.3.3. the response to the Qualification Criteria; and
  - 49.1.3.4. the response to the Evaluation Criteria.
- 49.1.4. The sections of the Bid Response that correspond to each of the Qualification Criteria and the Evaluation Criteria must be separate documents and separately bound. For example, all documents that comprise the response to the Technical Qualification Criteria must be bound together or compiled in a separate file and the cover of the file or bound document must clearly set out the heading of the Part and Clause of the RFP to which the document relates.

##### **49.2. LANGUAGE OF THE BID**

The Bid Response and all documents forming part of the Bid Response shall be in English. Any document submitted by a foreign Bidder or Member which may be in another language provided it is accompanied by an English translation of the entire document. For the purpose of interpretation of the Bid Response, the English translation provided shall govern. All correspondence and any other documentation and oral communication exchanged between the parties shall be in English.

**49.3. CURRENCY OF THE BID**

All monetary amounts referred to in a Bid Response shall be in Rand (ZAR), save to the extent specifically permitted for in this RFP.

**49.4. IDENTIFICATION AND SEALING OF THE RFP BID RESPONSE**

49.4.1. The Bidder shall write on the top right-hand corner of each document forming part of the Bid Response submitted by the Bidder, the following information:

49.4.1.1. Tender Reference Number;

49.4.1.2. Name and Address of Bidder;

49.4.1.3. Master or Copy Number;

49.4.1.4. whether it is a Standard Bid Response or Alternate Bid Response; and

49.4.1.5. Category of Document (namely, the heading of the Part and Clause of the RFP to which the document relates).

49.4.2. The Bidder shall mark the cover of the Bid Response with the following details:

49.4.2.1. the title of the RFP as detailed on the cover page of the RFP;

49.4.2.2. Tender reference Number;

49.4.2.3. Name and Address of Bidder.

**49.5. CORRECTION OF ERRORS**

The complete Bid Response shall be without alterations, deletions or omissions, except those to accord with instructions issued by TNPA, or as necessary to correct errors made by the Bidder. If corrections are made to the Bid Response such corrections shall be made in clearly legible handwriting and initialled in black ink by the person or persons signing the Bid Response. No corrections to the Bid Response shall be made with any kind of correction fluid.

#### 49.6. SIGNING OF BID

49.6.1. The Bid Response is to be signed by the duly authorised representative of a Bidder authorised in terms of the resolutions of the Bidder and the Members attached to this RFP as Annex N (Resolution of Board of Directors) and Annex O (Resolution of each Member) issued for the purpose of responding to this RFP.

49.6.2. The duly authorised representative of a Bidder shall be the only person authorised to make statements on behalf of and receive instructions for and on behalf of the Bidder.

49.6.3. Included in each Bid Response shall be a statement by the duly authorised representative of a Bidder set out in Annex L (TNPA Declaration of Bidder) of this RFP.

#### 49.7. FURTHER INFORMATION

TNPA may seek clarification from any Bidder on any aspect of a Bidder's Bid Response. TNPA may require the Bidder to make oral and/or written presentations for clarification purposes, in respect of its Bid Response if so required by TNPA. In the event that such a request, for additional information, is made by TNPA to any Bidder, such a request should not be misconstrued by a Bidder as being an opportunity to supplement, amend, vary or modify any part of its Bid Response. TNPA reserves the right to hold one or more briefing or information sessions in respect of any or all of the Bid Response. The Bidder may be required to do a presentation of the salient features of its Bid Response to TNPA. If required by TNPA, the Project Officer will arrange a suitable date and venue with each Bidder.

### 50. LATE BID RESPONSES

Bid Responses reaching TNPA later than the original or extended Bid Submission Date (as the case may be) will be rejected without further consideration as contemplated in the Administrative Responsiveness Criteria.

### 51. BID SUBMISSION VALIDITY

All Bid Responses constitute an irrevocable binding offer by the Bidder to TNPA. Bid Responses must remain valid and binding for 365 (three hundred and sixty-five) calendar days from the Bid Submission Date ("**Bid Submission Validity Period**").

### 52. EXTENSION OF BID SUBMISSION VALIDITY PERIOD

If TNPA requests the Bidder to extend the Bid Submission Validity Period of its Bid Response for any reason, the Bidder must issue its response to TNPA in writing within 20 (twenty) Business Days of the

date on which TNPA made the relevant request. Should the extension be agreed to by the Bidder, the Bid Response may not be varied but an extension of the Preferred Bidder Guarantee contemplated in Clause 37 (*Bid Documentation Fee and Preferred Bidder Guarantee*), to match any such extension, may be required.

### **53. DECLARATION OF BIDDER**

The authorised representative of the Bidder is required to sign the declaration in the form provided in Annex L (*TNPA Declaration of Bidder*).

### **54. BRIEFING NOTES AND CHANGES TO BID PROCESS**

Up to 15 (fifteen) Business Days prior to the Bid Submission Date, the TNPA may, for any reason, whether at its own initiative, or in response to a clarification requested by a Bidder, modify any part or aspect of this RFP by the issue of Briefing Notes.

#### **54.1. ISSUE OF BRIEFING NOTES**

- 54.1.1. TNPA may issue additional information regarding the RFP on an *ad hoc* basis, which information shall be provided in the form of Briefing Notes.
- 54.1.2. Briefing Notes will be sequentially numbered and will indicate whether they supplement, vary or amend any portion of the RFP. All Briefing Notes shall be provided to the Bidders by way of e-mail to the address provided by each Bidder.
- 54.1.3. Any and all Briefing Notes will be issued in writing and delivered electronically to the Bidders. The Bidders shall be obliged to accept any amendments specified in Briefing Notes and shall promptly acknowledge receipt thereof by email to the email address of the Project Officer stated in Clause 42 (*Contact Policy*). All Briefing Notes shall be deemed to be part of the RFP.

#### **54.2. INFLUENCE OF BRIEFING NOTES**

- 54.2.1. In order to afford Bidders reasonable time in which to take a Briefing Note into account in preparing their Bid Responses, TNPA may, at its own discretion, extend the Bid Submission Date in accordance with Clause 24 (*Extension of RFP Bid Submission Date*).
- 54.2.2. The Bidder shall ensure that its Bid Response is prepared, taking into account all Briefing Notes issued by TNPA.

## **55. COST OF BIDDING**

55.1. The Bidder shall bear all of its costs (of whatsoever nature) associated with the preparation of its Bid Response.

55.2. No Bidder (including the Preferred Bidder or any Reserve Bidder) shall have any claim against TNPA (including any claim for the costs of bidding) as a result of:

55.2.1. not being selected as the Preferred Bidder and/or a Reserve Bidder; and/or

55.2.2. TNPA altering or abandoning any part or the entire Project, including limiting the Project to the Bid Submission Date only.

## **56. INCONSISTENCIES**

56.1. If a Bidder identifies any errors or inconsistencies between the various portions of this RFP the Bidder shall notify the Project Officer in writing prior to the date referred to in Clause 43 (*Time* for requests and clarifications) and TNPA will provide clarification as to the intended position to all Bidders by way of a Briefing Note.

56.2. To the extent that any inconsistency exists or shall exist between the terms of the Terminal Operator Agreement, the Finance Direct Agreement and the provisions of the RFP, the terms of the Terminal Operator Agreement and the Finance Direct Agreement shall prevail.

## **57. INCORRECT OR MISLEADING INFORMATION**

TNPA may disqualify any Bidder and or revoke any decision in respect of the selection of the Preferred Bidder or a Reserve Bidder if such decision was based on any incorrect information which the Bidder or its Members, Contractors or advisors or any other participant in the relevant Bid Response and/or agents provided in response to this RFP.

## **58. OPENING OF BID RESPONSE**

TNPA will open the Bid Responses after the Bid Submission Date following receipt of the Bid Responses. Bidders may, upon written request made to TNPA be permitted to be present at the opening of the Bid Responses. TNPA however, will not disclose prices that the Bidders have bid in their Bid Responses. Shortly after the Bid Submission Date, TNPA will announce the list of Bidders who have submitted RFP Bid Responses.

## **59. RFP BID RESPONSE REJECTION**

TNPA shall be entitled to accept or reject any Bid Response or to annul the RFP at any time.

## **60. DISPUTES RELATING TO BID PROCESS**

Each Bidder and each Member and Contractors or other person participating in a Bid Response or otherwise in the RFP, waives the right to bring proceedings in any forum outside of the Republic of South Africa in relation to this Project. The Project and the RFP in respect of the Project shall be governed by the laws of South Africa and the Bidder and each of its Members, Lender and Contractors and such other participants' consents and submits to the High Court of Durban, Kwa-Zulu Natal having exclusive jurisdiction in relation to it.

## **61. SELECTION OF PREFERRED AND RESERVE BIDDER**

61.1. TNPA will send letters to the Preferred Bidder and the Reserve Bidder on an *ad hoc* basis, notifying them provisionally of their status and requesting the Preferred Bidder to submit Preferred Bidder Guarantee pursuant to Clause 37.1 (*Preferred Bidder Guarantee*) and to enter into negotiations with, *inter alia*, its Members, Contractors, Lenders and equipment suppliers to finalise its contractual arrangements and Project Documents in order to conclude the Terminal Operator Agreement and the Finance Direct Agreement with the relevant counterparties.

61.2. If TNPA nominates the Preferred Bidder, the nominated Preferred Bidder will be invited to enter into negotiations with TNPA leading to the signature by the appropriate parties of the Terminal Operator Agreement. Once a Bidder is appointed Preferred Bidder, a period not exceeding 4 (four) months, or such extended period as may be objectively and reasonably necessary, as determined by TNPA in its sole discretion, will be allowed for the negotiation of the Terminal Operator Agreement. If the Preferred Bidder fails to facilitate the conclusion of the Terminal Operator Agreement within this 4 (four) month period, or such extended period as may be objectively and reasonably necessary, as determined by TNPA in its sole discretion, such Preferred Bidder may be disqualified from its status as Preferred Bidder.

61.3. If these negotiations are not successful or if the Preferred Bidder is disqualified in accordance with provisions of this RFP, the Bidder nominated as the Reserved Bidder may be invited to enter negotiations with TNPA in substitution of the Preferred Bidder who will be eliminated from the RFP.

61.4. Following the signature of the Terminal Operator Agreement, the Terminal Operator will proceed to Financial Close and subsequently implement the Project.

## **62. PARTICIPATION IN A SINGLE BIDDER**

No Contractor, Shareholder or Transaction Advisor, or Bidder's legal advisor may be a member of, or in any way participate or be involved, whether directly or indirectly, with more than one Bidder during any stage of the RFP process. Failure to comply with this requirement may result in the disqualification

of all the entities of the Bidder, or any other organisation involved. After the selection of the Preferred Bidder and the release of the Reserve Bidder, members of the unsuccessful Bidders (including their contractors and relevant organisations) may, with the prior approval of TNPA, participate in the Preferred Bidder.

### **63. INFORMATION VERIFICATION**

63.1. Each Bidder (including its Members, Contractors, advisors and other participants), in submitting a Bid Response, is deemed to consent to and agree that TNPA is entitled to:

- 63.1.1. perform a credit check in respect of such a Bidder, its Members, Contractors and participants by accessing any credit bureau's database and use any information and data obtained from a credit bureau in respect of the evaluation of the Bidder's Bid Response;
- 63.1.2. seek references from any relevant third parties; and
- 63.1.3. verify any information provided by a Bidder (including technical and financial information) with third parties (including banks).

## **PART II - QUALIFICATION CRITERIA**

### **64. OVERVIEW OF THE EVALUATION OF THE BID RESPONSES**

#### **64.1. ESTABLISHMENT OF AN EVALUATION PANEL**

- 64.1.1. In compliance with the provisions of section 56 of the National Ports Act, TNPA shall establish a panel of experts to assist it with the evaluation of all Bid Responses. The primary responsibility of this panel shall be to evaluate all Bid Responses against the criteria set out in this Part II (*Qualification Criteria Assessment*) and to make appropriate recommendations to TNPA in respect of which Bidders meet such Qualification Criteria in order to qualify for the evaluation of their Bid Response under the Evaluation Criteria.
- 64.1.2. The panel established by TNPA shall constitute a working committee comprising of employees of TNPA and may include representatives of the Transaction Advisors. The panel evaluates each aspect of the Qualification Criteria independently of each other against an agreed qualification evaluation matrix which will be prepared for each discipline and utilised by each evaluator to ensure consistency in the process.





- 64.1.3. On completion of the evaluation of Bid Responses against the Qualification Criteria by the various committees, the chairperson of the panel shall convene such further meetings as are necessary to complete the qualification evaluation for purposes of formulating recommendations to TNPA.
- 64.1.4. In this regard, it should be noted that TNPA has not and will not delegate any decision-making authority to the panel. The panel as such has no authority to make decisions on behalf of Transnet, and in particular, TNPA, regarding the appointment of a Preferred Bidder.

## 65. THE STRUCTURE OF THIS QUALIFICATION CRITERIA

65.1. The Qualification Criteria that a Bidder's Bid Response is required to satisfy is detailed below in this Part II (*Qualification Criteria Assessment*). The Qualification Criteria are divided into the following categories under the appropriate headings:

- 65.1.1. Qualification Criteria 1: Administrative Responsiveness; and
- 65.1.2. Qualification Criteria 2: Substantive Responsiveness.

65.1.3. <b>PART II QUALIFICATION CRITERIA</b>
<ul style="list-style-type: none"> <li>• <b>Qualification Criteria 1 : Administrative Responsiveness</b> <ul style="list-style-type: none"> <li>- Timely Submission of Bid Response</li> <li>- Bid Response Duly Signed</li> <li>- Submission of all Mandatory Returnable</li> </ul> </li> </ul>
<ul style="list-style-type: none"> <li>• <b>Qualification Criteria 2: Substantive Responsiveness</b> <ul style="list-style-type: none"> <li>- B – BBEE Contributor Level Certificate</li> </ul> </li> </ul>
<div data-bbox="734 1465 927 1556">   </div> <p>65.1.4.</p>
<p>65.1.5. Bidders who comply with all the requirements of Administrative and Substantive Responsiveness will be eligible for evaluation under Part III Evaluation Criteria</p>

65.2. The requirements and parameters in respect of each of these criteria are set out in this Part II. The Bidder must respond to each and every heading in this Part II (Qualification

Criteria Assessment) and provide comprehensive responses and information in respect of each such criteria.

- 65.2.1. **Qualification Criteria 1:** Administrative Responsiveness in Clause 65 of this Part II (Qualification Criteria Assessment) will be checked by TNPA before the evaluation process commences. Failure to submit the Mandatory Returnable Documents required for the achievement of Administrative Responsiveness will result in the Bidder not being compliant and the Bidder's Bid Response will not be evaluated further against Qualification Criteria 2: Substantive Responsiveness. Only Bidders who comply with the requirements of Qualification Criteria 1: Administrative Responsiveness will have their Bid Responses evaluated against Qualification Criteria 2: Substantive Responsiveness. In order to comply with the requirements of Qualification Criteria 1: Administrative Responsiveness the following must be met.

QUALIFICATION CRITERIA 1	RFP REFERENCE
whether the Bid Response has been lodged on time and at the correct drop point.	Clause 47 of Part II of this RFP
whether the bid documentation as listed in Annex K has been duly signed/initialled as required, by the Bidder	Clause 46 of Part II of this RFP
whether all Mandatory Returnable Documents as listed in Annex K have been included in the Bid Response	Clause 66.1.3 of Part II of this RFP

- 65.2.2. **Qualification Criteria 2:** Substantive Responsiveness at Clause 65 of this Part II (Qualification Criteria Assessment), will be checked by TNPA before the evaluation process commences. Failure to submit the Mandatory Returnable Documents required for the achievement of Substantive Responsiveness will result in the Bidder not being compliant and the Bidder's Bid Response will not be evaluated further against Qualification Criteria 3: Technical and Objective Criteria.

QUALIFICATION CRITERIA 2	RFP REFERENCE
Whether the Bidder has at least a BEE certificate B-BBEE Contributor Status Level.	Clause <b>26.1</b> of Part II of this RFP

- 65.2.3. Upon qualification on the Substantive responsiveness, the bidder will be evaluated on the Evaluation Criteria, which form Part of the Evaluation and Objective Criteria Assessment in Part III of this RFP as outlined in clause **68** below.

## 66. QUALIFICATION CRITERIA

### 66.1. QUALIFICATION CRITERIA 1: ADMINISTRATIVE RESPONSIVENESS

- 66.1.1. The Qualification Criteria for Administrative Responsiveness of the Bid Response will be checked by TNPA before the Bid Responses will be evaluated for Substantive Responsiveness.
- 66.1.2. In order to determine whether a Bid Response has met the criterion for Administrative Responsiveness, TNPA will consider the following:
  - 66.1.2.1. whether the Bid Response has been lodged on time;
  - 66.1.2.2. whether all the documents in the Bid Response have been duly signed by the Bidder. TNPA reserves the right to request a Bidder to sign an Essential Document (provided it is not a document used for scoring) within 5 days. However, this does not extend to Mandatory Documents; and
  - 66.1.2.3. whether all Mandatory Returnable Documents, as defined in Annex K have been included in the Bid Response.

#### 66.1.3. Mandatory Returnable Documents

Failure by a Bidder to provide all Mandatory Returnable Documents on the Bid Submission Date will result in a Bidder's disqualification. Bidders are therefore urged to ensure that the following Mandatory Returnable Documents are submitted with their Bid Responses:

- 66.1.3.1. a valid B-BBEE verification certificate that is not older than 12 (twelve) months and which is issued by a SANAS certified agency, or a valid affidavit or sworn affidavit (in the case of a Qualifying Small Enterprise or Exempt Micro Enterprise) confirming that the Bidder has at least a BEE certificate;
- 66.1.3.2. a mark-up version of the Terminal Operator Agreement;
- 66.1.3.3. a Business Case (as outlined in Annex CC);
- 66.1.3.4. Concept design for operating the terminal

## 67. ESSENTIAL RETURNABLE DOCUMENTS

- 67.1. Bidders are urged to submit the Essential Returnable documents. A comprehensive list of all Essential Returnable Documents is provided in Annex K (Bid Response Form).

Request for proposal for the possible appointment of a Terminal Operator to design, develop, finance, construct, operate, maintain and transfer a Liquified Petroleum Gas (LPG) terminal for the handling of liquified petroleum gas for a twenty-five (25) year concession period at island view in the port of Durban.

67.2. Bidders are urged to submit the following Essential Returnable documents:

**67.2.1. Information about the Bidder and the Project**

The information requested under Clause 67.2.1 (*Information about the Bidder and the Project*) will be used to review and evaluate the Bidders for substantive responsiveness. The information requested must be submitted as provided for in the format as set out in Annex Y (*Standard RFP Response Form: Information about Bidder*) of this RFP.

**67.2.2. Bidders are to provide:**

- 67.2.2.1. the name of the Bidder, indicating whether or not it is incorporated, the date, and the nature of its legal formation. If a Bidder is a Company, the Bidder must submit the Constitutional Documents of the Company. If the Bidder is a joint venture or consortium, the Bidder must submit signed joint venture or consortium agreements between the Members clearly stating the percentage split of the joint venture or consortium, the memorandum of incorporation, and the associated responsibilities of each Member;
- 67.2.2.2. the physical address, postal address, e-mail address, telephone and telefax numbers of the Bidder;
- 67.2.2.3. name and contact details of the contact person for the Bidder for purposes of this RFP. If the Bidder is an unincorporated joint venture or consortium this will be the member of the Bidder who is responsible for the submission of an RFP Bid Response. The contact details are to include the physical address, postal address, e-mail address, telephone and telefax numbers of that person;
- 67.2.2.4. name of the person and/or Member of the Bidder who is responsible for the submission of the RFP Bid Response. Bidders must also provide such person's physical address, postal address, e-mail address, and telephone ;
- 67.2.2.5. the names of all those persons that will be Lenders, Legal Advisors, Financial Advisors, and technical consultants in respect of the Bid Response and the Project and their respective roles and responsibilities;
- 67.2.2.6. the Bidder's Legal and Financial Advisors must provide a written declaration of interest where they disclose any potential or existing conflicts of interest due to any affiliation or relation with TNPA, Transnet, any other Government official or person with the ability to influence the decision of TNPA and/or other Bidders. Failure by the relevant Advisors to disclose an interest may result in the Bidder being disqualified from the RFP, and

- 67.2.2.7. the entire structure of the Bidder is to be detailed in an organogram with explanatory notes in respect of the identity and role of each Member of the Bidder.
- 67.2.3. Bidders are required to provide the following name and contact detail information in relation to each Member:
  - 67.2.3.1. name and legal status of the Member, its registration number, date, and country of registration;
  - 67.2.3.2. registered address and website address (if any) of each Member;
  - 67.2.3.3. street address, postal address, telephone number, and e-mail address of each Member; and
  - 67.2.3.4. the person dealing with this RFP and the RFP Bid Response on each Member's behalf, and their contact details.
- 67.2.4. Bidders are required to provide the following key personnel information in relation to the aforementioned entities:
  - 67.2.4.1. the full names and addresses of each director or equivalent of each Member;
  - 67.2.4.2. Bidders are required to provide a brief description, comprising of no more than 4 (four) pages of each Member's primary business and main products or services;
  - 67.2.4.3. Bidders are required to provide a brief history, comprising of no more than 4 (four) pages, of each Member, including detail of any parent or associated companies and any changes in ownership of the Member over the last 5 (five) years; and
  - 67.2.4.4. Bidders are required to provide a brief description, comprising of no more than 4 (four) pages, of the Member's main customers and suppliers and highlighting any associations with or sales to any entities within the Government sector.
- 67.2.5. Bidders are required to provide the following information about each Member:
  - 67.2.5.1. certified copies of all Constitutional Documents, including all documents that evidence changes thereto, such as change of name certificates;
  - 67.2.5.2. certified copies of documents that evidence the Member's directorship; and

- 67.2.5.3. particulars of share capital showing classes of shares and amounts of authorised and issued share capital, including relevant copies of share registers and/or share option details.
- 67.2.6. The Bidder is required to provide the following information in relation to either itself or the Member with the appropriate experience:
  - 67.2.6.1. a brief description of the leadership and project management capabilities of the Bidder or the Member in operation and:
  - 67.2.6.2. maintenance or similar projects, including the outcomes of those projects and the time periods from development to financial close of those projects;
  - 67.2.6.3. a detailed description of how the Bidder or Member will approach the leadership and control and co-ordination of the Bidder during the bid preparation phase, negotiations phase, and the Operation and Maintenance phase of the Project should the Bidder be appointed as First Ranked Bidder and then awarded the Terminal Operator Agreement to implement the Project, as the case may be; and
  - 67.2.6.4. a detailed description of how the Bidder or Member will deliver and/or co-ordinate an experienced project management, Operation and Maintenance management, legal and finance team capable of delivering the Project on a fully integrated basis.
- 67.2.7. Each Member is required to provide the following information in relation to Government Contracts:
  - 67.2.7.1. details of any contracts awarded to the Member by the Government in the last 3 (three) years;
  - 67.2.7.2. brief details of any contracts awarded to the Member by other governments during the last 3 (three) years, highlighting any for Terminal and/or Port related Construction, Operation, and Maintenance of the Terminal projects;
  - 67.2.7.3. details of the bidding processes of any similar projects from which any of the Members withdrew, indicating the reasons for withdrawal and whether any claim and/or legal proceedings whereas made against the Member by the relevant government in relation to the bid process; and
  - 67.2.7.4. details of any current Terminal concession projects for which any of the Members are bidding and their status (for example: First Ranked Bidder, short-listed) in respect of such projects.

Request for proposal for the possible appointment of a Terminal Operator to design, develop, finance, construct, operate, maintain and transfer a Liquefied Petroleum Gas (LPG) terminal for the handling of liquefied petroleum gas for a twenty-five (25) year concession period at island view in the port of Durban.

- 67.2.8. This section in respect of legal proceedings is to be completed by the Bidder and each of its Members. Bidders and its Members are required to state whether:
- 67.2.8.1. any order of a court for that Bidder and/or Member's winding up has been granted. If so, please advise whether such order has been for the purposes of bona fide reconstruction or amalgamation or not;
  - 67.2.8.2. that the Bidder and/or its Members have ever been or are currently subject to liquidation, business rescue, insolvency proceedings, or equivalent proceedings in South Africa or any foreign jurisdiction. If so, please provide details thereof, including the current status and the outcome of such proceedings;
  - 67.2.8.3. that the Bidder and/or its Members or any director thereof is currently being prosecuted for or has been convicted of a criminal offence, including fraud and corruption, related to the conduct of its business or profession in South Africa and worldwide. If so, details thereof to be provided as well as the outcome or current status thereof;
  - 67.2.8.4. that the Bidder and/or its Members is currently or has been engaged in any disputes in respect of the provision of services with any supplier and or client within the last 3 (three) years to the value above R5 million (five million Rand). If so, please furnish details of the nature of such dispute as well as the current status or outcome thereof;
  - 67.2.8.5. that the Bidder and/or its Members has suffered a deduction for liquidated or ascertained damages in respect of any government contract within the last 3 (three) years. If so, please furnish details of the reasons for such deductions; and
  - 67.2.8.6. that the Bidder and/or its Members has had any Government contract cancelled or not renewed for failure to perform in accordance with the terms thereof.
- 67.2.9. Save to the extent that disclosure is made pursuant to this Clause 67.2.9, the Bidder warrants by virtue of it submitting a Bid Response that no such event has occurred in respect of each person forming part of the Bidder or its Bid Response in respect of any disclosure made. Furthermore, each Bidder warrants the accuracy and correctness of the information supplied.
- 67.2.10. Bidders are to note that a failure to submit an Essential Returnable may result in a Bidder being awarded 0 (Zero) points in the event that the Essential Returnable is

required to score a Bid Response and the TNPA reserves the right to reject a Bidders Bid response on the basis as outlined in Annex K.


### PART III – OBJECTIVE & EVALUATION CRITERIA ASSESSMENT

#### 68. OVERVIEW OF THE OBJECTIVE & EVALUATION CRITERIA ASSESSMENT

- 68.1. In compliance with the provisions of section 56 of the National Ports Act No. TNPA shall establish a panel to assist it with the evaluation of the Bid Responses. The primary responsibility of this panel shall be to evaluate all Bid Responses against the criteria set out in this Part III Stage 1 (Objective Criteria Assessment) and Stage 2 (*Evaluation Criteria Assessment*) of this RFP and to make appropriate recommendations to TNPA in respect of which Bidders meet the Evaluation and Objective Criteria in this Part III (Objective & Evaluation Criteria Assessment).
- 68.2. The panel shall constitute a working committee comprising of TNPA employees and may comprise of representatives of the Transaction Advisors if applicable (technical, financial, and legal) to evaluate each aspect of the Functionality and Evaluation Criteria Assessment independently of each other against an agreed evaluation matrix which will be prepared for each discipline and utilised by each evaluator to ensure consistency in the process.
- 68.3. Upon completion of the evaluation by the various committees, the chairperson of the panel shall convene such further meetings in order to complete the evaluation for the purposes of formulating recommendations to TNPA.
- 68.4. In this regard, it should be noted that TNPA has not and will not delegate any decision-making authority to the panel. Furthermore, the panel has no authority to make any decisions on behalf of TNPA in respect of the appointment of the Preferred Bidder.

Evaluation Criteria - Stage 1 Functionality	Evaluation Criteria - Stage 2 Price & Preference
<ul style="list-style-type: none"> <li>• Previous Exp. &amp; Track Record (40)</li> <li>• SHE &amp; Risk (10)</li> <li>• Financial Capacity (50)</li> </ul>	<ul style="list-style-type: none"> <li>• Price:  Concession Fee Offer (90) Points Scored = Points out of 100 x 90% = 90 points</li> </ul>



<ul style="list-style-type: none"> <li>• Business Case (100) <ul style="list-style-type: none"> <li>- Market Analysis (20)</li> <li>- Financial Management Plan (20)</li> <li>- Operating Model (20)</li> <li>- Project Schedule (10)</li> <li>- Concept Design (10)</li> <li>- Funding Model (20)</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Preference: <p>B-BBEE Scorecard (10) Points Scored = Points out of 100 x 10% = 10 points</p> </li> </ul>
	
<p>Minimum Weighted Score of 70% of the Total Points required to be eligible for evaluation under Stage 2 of this Evaluation Criteria. A Bidder who does not meet the minimum 70%, will not receive any further consideration.</p>	<p>On completion of the evaluation under Stage 2, Bidders will be ranked and be eligible for appointment as the Preferred Bidder provided, there is no objective Criteria which justifies the appointment of another Bidder other than the Highest Ranked Bidder</p>

## 69. STRUCTURE OF OBJECTIVE CRITERIA ASSESSMENT

69.1. This Part III stage 1 (*Objective Criteria Assessment*) of this RFP contains the objective functionality requirements for the detailed Bid Response and the evaluation methods, criteria, and weighting in respect of those parts of the Bid Response that are subject to evaluation in terms of this Objective Criteria Assessment. The intent is to assess the technical, financial, and commercial ability to execute the Project. Those parts are:

- 69.1.1. Functionality Criteria 1: Experience & Track Record;
- 69.1.2. Objective Criteria 2: Safety Health Environment & Risk;
- 69.1.3. Functionality Criteria 3: Financial Capability Criteria; and
- 69.1.4. Objective Criteria 4: Business Case.

69.2. TNPA will only consider a Bidder's Bid Response in terms of this Objective Criteria assessment if that Bidder fulfills all of the Qualification Criteria Assessment of Part II of this RFP.

69.3. The Bidder must respond to each and every heading in this Part III RFP (Objective Criteria Assessment) and in referred to in this clause 69 of this and provide comprehensive responses and information in respect of each heading. Failure by a Bidder to respond adequately or at all to any of the headings of this Clause 69 (Evaluation Criteria

Assessment) shall have an adverse impact on the evaluation of its Bid Response and may result in (0) zero points being awarded for a particular Objective Criteria.

69.4. The evaluation of this Stage 1 of the Evaluation Criteria will be undertaken out of a total of 200 (two hundred) with:

69.4.1. Criteria 1: Experience & Track Record Criteria being scored out of 40 (forty),

69.4.2. Criteria 2 : Safety, Health, Environment & Risk being scored out of 10 (ten),

69.4.3. Criteria 3 : Financial Capacity being scored out of 50 (fifty) and Objective

69.4.4. Criteria 4 : Business Case being scored out of 100 (one hundred) points, as more fully explained below

69.5. A Bidder will be required to meet a minimum threshold weighted score of 70% in order to be eligible for evaluation under Stage 2 of the Evaluation Criteria.

## **70. OBJECTIVE CRITERIA**

### **70.1. OBJECTIVE CRITERIA 1 EXPERIENCE & TRACK RECORD**

A Bidder's experience and track record in LPG Terminal handling, as well as operations, must be reflected in the corporate profile of the Bidder, which must be supplemented with proof as mentioned below:

#### **70.1.1. Experience**

70.1.1.1. This section will be assessed and scored out of 20 (twenty) points.

70.1.1.2. Bidders will be required to submit:

70.1.1.2.1. At least 1 (one) letter of reference from an industry association e.g South African Gas Industry Association or global equivalent  
OR

70.1.1.2.2. At least 1 (one) letter of reference from an international LPG customer and or supplier of the Bidder;

as proof in respect of the number of years of experience that they or their Members, as the case may be, have in operating in any area within which Bidders have handled LPG. and will be evaluated on this experience to ensure that TNPA secures the services of competent LPG Terminal Operator.

- 70.1.1.3. The number of years of experience they have in handling LPG and/or LPG terminal operations, either operated and/or are currently operating, will be assessed and scored out of 10 (ten) points as follows:

THE NUMBER OF YEARS OF EXPERIENCE IN HANDLING LPG AND/OR LPG TERMINAL OPERATIONS	POINTS
≤ 5 Years	2
> 5 Years and ≤ 6 Years	4
> 6 Years and ≤ 7 Years	6
> 7 and ≤ 8 Years	8
> 8 Years	10

- 70.1.1.4. The number of years of experience they have in handling LPG at LPG Handling Facilities and/or LPG Terminals developed will be assessed and scored out of 10 (ten) points as follows:

THE NUMBER OF LPG TERMINALS/HANDLING FACILITIES DEVELOPED	POINTS
0 Terminal/Handling Facility	0
1 Terminal/ Handling Facility	2
2 Terminals/ Handling Facilities	4
3 Terminals/ Handling Facilities	6
4 Terminals/ Handling Facilities	8
>4 Terminals/ Handling Facilities	10

#### 70.1.1.5. Track Record

- 70.1.1.5.1. This section will be assessed and scored out of 20 (twenty) points.

- 70.1.1.5.2. The Bidders will be required to submit the proof in respect of their or their Members' track record, as the case may be, for the following:

- 70.1.1.5.2.1. The number of LPG terminals/handling facilities where bidders have handled or stored and/or are currently handling or storing LPG Bidders will be required to submit proof of their throughput volumes and or that of their Members in respect of the LPG sector in which they previously or currently operate.

70.1.1.5.2.2. The Bidder will be evaluated on the track record to ensure that the TNPA secures the services of a competent and credible LPG Operator. Bidders should accordingly provide, a letter of reference, certification, or similar document confirming the number of LPG Terminals/handling facilities operated by the Bidder.

70.1.1.5.2.3. The number of LPG Terminal/handling facilities operated or currently operating will be assessed and scored out of 10 (ten) points as follows:

THE NUMBER OF LPG TERMINALS/HANDLING FACILITIES OPERATED OR CURRENTLY OPERATING	POINTS
0 Terminal/handling facility operated	0
1 Terminal/handling facility operated or currently operating	4
2 Terminals/handling facilities operated or currently operating	6
3 Terminals/handling facilities operated or currently operating	8
4 Terminal/handling facilities operated or currently operating	10

70.1.1.5.2.4. Bidders will be required to submit, a letter from an independent registered auditor or similar professional confirming the Bidders throughput volumes, and or that of their Members in respect of the LPG in which they previously or currently operate;, such as letters of reference, certifications, and like, regarding their or their Members' relevant previous and current track record of their throughput volumes and or that of their Members in respect of the LPG in which they previously or currently operate to ensure that the TNPA secures the services of a credible Terminal Operator.

AVERAGE THROUGHPUT VOLUMES OVER THE PAST 3 YEARS WHERE APPLICABLE Tons Per Annum	POINTS
< 200 001	2
200 001 – 250 0000	4
250 001 - 300 000	6

300 001 – 350- 000	8
Greater than 3500 000	10

## 70.2. OBJECTIVE CRITERIA 2 SAFETY HEALTH ENVIRONMENT & RISK

The criteria under this section has an overall point allocation of 10 (ten) points. Where a score has been allocated to a criterion or requirement in a scoring table, failure by a Bidder to provide all the documents or completely satisfy the requirement (as reflected in the scoring table and the corresponding Clause in the RFP) will result in a score of zero. TNPA will not apportion the point allocation in relation to the degree of compliance by the Bidder with the specific requirement. For example, where the scoring table provides that a Bidder needs to submit an appointment letter and a training certificate for an incident investigator to score a point of 0.1, the bidder will receive a score of zero if the Bidder does not provide both of the specified deliverables to the TNPA.

### 70.2.1. Environmental Management

70.2.1.1. This section has a point allocation of 2 (two) points, and Bidders are required to provide evidence of experience in existing businesses and an overview of the approach or management system (ISO 14001) that are currently utilized in respect of environmental management. The Bidder should also provide a high level Environmental Risk Assessment with mitigation/control. The Bidder should demonstrate how it will achieve and maintain Environmental legal compliance and sustainability. The Bidder must have the following, and submit evidence thereof:

70.2.1.1.1. ISO 14001:2015 Environmental Management System or equivalent

70.2.1.2. A typical environmental risk assessment that is associated with the intended infrastructure and its operation. It should identify aspects, impacts, and mitigation controls in respect thereof.

70.2.1.3. Bidders will be scored, for their Environmental Management response, as indicated in the table below:

ENVIRONMENTAL MANAGEMENT	POINTS	RFP REFERENCE
ISO 14001:2015 Environmental Management System or the equivalent	1	
Environmental Risk Assessment that identifies aspects, impacts and mitigation controls in respect thereof	1	

## 70.2.2. Occupational Health and Safety Management

70.2.2.1. This section has a point allocation out of 3 (three) points. Bidders are required to provide evidence of experience in existing businesses showing an overview of their approach to Occupational Health and Safety Management. The Bidder should demonstrate that its Occupational Health and Safety Management system adheres to the Occupational Health and Safety Act, applicable Regulations, especially the newly promulgated Construction Regulations, 2014, and any other related legislations, by laws etc. Bidders must provide:

70.2.2.1.1. An Occupational Health and Safety policy that deals with the Bidder's commitment in their current business signed by a director of the Bidder or another properly delegated person.

70.2.2.1.2. The bidder shall have an active and comprehensive Safety Programme designed to deliver a high level of safety performance. The Safety Programme shall be designed to achieve the aims of the company's Safety Policy.

70.2.2.1.3. The bidder must submit their Health and Safety policy document together with the elements covered in their safety program. The Safety Programme's content should ensure that the following minimum requirements are in place, but not limited to:

70.2.2.1.3.1. Emergency management plan;

70.2.2.1.3.2. Periodic fire and drills. These drills to address all aspects and locations of potential incidents and should include vessels at a berth;

70.2.2.1.3.3. Hazard identification and risk assessment;

70.2.2.1.3.4. Permit to Work system;

70.2.2.1.3.5. Incident reporting procedure and tools;

70.2.2.1.3.6. Site safety inspections register;

- 70.2.2.1.3.7. Safe work practices and standards of housekeeping;
  - 70.2.2.1.3.8. Personal Protective Equipment: the equipment provided, the expectation of its use, including for Third Party Contractors (e.g. cargo samplers and surveyors);
  - 70.2.2.1.3.9. Safety management of visitors, contractors and vessel crew;
  - 70.2.2.1.3.10. Pre-task safety discussions; and
  - 70.2.2.1.3.11. On-site training, induction and familiarization.
- 70.2.2.2. A valid letter of good standing from Department of Labour or Federated Employers Mutual Assurance;
- 70.2.2.3. The budgeted provision assigned to Health and Safety for the duration of the Project;
- 70.2.2.4. Is registered and has a valid letter of good standing from the Compensation Fund at the Department of Labour or Federated Employers Mutual Assurance or equivalent;
- 70.2.2.5. Bidders will be scored, for their Occupational Health and Safety Management response, as indicated in the table below:

<b>OCCUPATIONAL HEALTH AND SAFETY MANAGEMENT</b>	<b>SCORE</b>	<b>RFP REFERENCE</b>
Signed Occupational Health and Safety Policy and SHE program	1	
Valid Letter of Good Standing from the Department of Labour or Federated Employers Mutual Assurance	1	
Budgeted amount assigned to health and safety for the duration of the Project	1	

### 70.2.3. Risk Management

- 70.2.3.1. This section has a point allocation of 2 (two) points. A Bidder must provide:

Request for proposal for the possible appointment of a Terminal Operator to design, develop, finance, construct, operate, maintain and transfer a Liquified Petroleum Gas (LPG) terminal for the handling of liquified petroleum gas for a twenty-five (25) year concession period at island view in the port of Durban.

70.2.3.1.1. A business continuity management plan from the Bidder's existing business aligned to a recognised BCM system that will ensure that resilience is considered as part of the Bidders operations in order to mitigate potential business continuity risks to the Project.

70.2.3.1.2. A separate risk management plan aligned to a recognised written SHE management system which stipulates how the risks pertaining to construction, development and operational phases will be identified, assessed and managed by the Bidder

70.2.3.2. Bidders will be scored, for their Risk Management response as outlined in the table below:

RISK MANAGEMENT	SCORE	RFP REFERENCE
Business Continuity Management Plan	1	
SHE Risk Management Plan	1	

#### 70.2.4. **Health and Safety Requirements**

This section has a point allocation of 3 (three) points. A Bidder must provide:

70.2.4.1. The Bidder's Health, Safety, And Process Safety Performance in running a healthy and safe working environment within the Liquid Bulk sector will be assessed. In order to evaluate the health and safety, and process safety performance, capability and resources of the bidder to manage their health, safety and process safety risks, the bidder shall submit documents detailed in the table number below;

70.2.4.2. The Bidder shall comply with all applicable health, safety laws and regulations and recognised industry codes of practices which are applicable to the proposed operations at Lot 100. The Bidder must be able to demonstrate compliance with regulatory requirements, applicable standards and company policy and procedures, such as, but not limited to: MHI Regs, ISGOTT, SIGTTO, Schedule Activity Permits, NFPA etc.;

70.2.4.3. The Bidder must submit a strategy on achieving compliance within a reasonable timeframe for the proposed terminal. It must include milestones and specific deliverables which provides the detail that would indicate the order and timing of activities to be carried out;



- 70.2.4.4. The Bidder must have formalised Risk Management Procedures in place which demonstrate how hazards are identified and quantified, and how the Associated risk is managed. The Bidder must submit risk assessments for the proposed terminal operations and be structured in a manner to enable it to identify hazard events, assess the probability of occurrence, and determine the potential consequences of the event. The output of the risk assessment should provide recommendations on prevention, mitigation and recovery in the form of a MHI QRA according to the new draft MHI regulations;
- 70.2.4.5. As a pre-requisite to 70.2.4.4, a high level MHI QRA according to the new draft MHI regulations must be submitted to the authority and will form part of the scoring mechanism for the bidders;
- 70.2.4.6. Bidders will be scored for the SHE Performance Requirements, as indicated in the table below:

SHE REQUIREMENTS	MAXIMUM NO OF POINTS	RFP REFERENCE
Compliance strategy	1.5	
OHS Risk Assessment	1.5	

#### 70.2.5. Summary of SHE Requirements

Bidders will be scored for the SHE Requirements, as indicated in the table below:

SHE REQUIREMENTS	MAXIMUM NO OF POINTS	RFP REFERENCE
Environmental Management	2	Clause 70.2.1 of Part III of this RFP
Occupational Health & Safety	3	Clause 70.2.2 of Part III of this RFP
Risk Management	2	Clause 70.2.3 of Part III of this RFP
Health and Safety Requirements	3	Clause 70.2.4 of Part III of this RFP
TOTAL	10	

### 70.3. OBJECTIVE CRITERIA 3 FINANCIAL CAPABILITY

Request for proposal for the possible appointment of a Terminal Operator to design, develop, finance, construct, operate, maintain and transfer a Liquefied Petroleum Gas (LPG) terminal for the handling of liquified petroleum gas for a twenty-five (25) year concession period at island view in the port of Durban.

70.3.1. In order to determine a Bidder's financial strength, Bidders or each of their Members IN respect of newly incorporated joint ventures or Project Companies must submit the following:

70.3.1.1. Audited annual financial statements or independently reviewed financial statements and annual reports for the past 3 (three) financial years that it has been in operation and the most recent unaudited financial statements (if the last of the 3 (three) audited annual financial statements is older than 6 (six) months). In the event of the Bidder being a Consortium, TNPA requires audited financial statements in respect of each individual party. These financial statements will be consolidated for the purposes of assessment. In the event that a Bidder is an existing company and not an SPV, TNPA will not accept audited financial statements for a holding Company and/or any other companies related to the Bidder. TNPA will only accept audited financial statements of the company bidding.

70.3.2. **Profitability EBITDA**

70.3.2.1. Profitability of the Bidder averaged over the past 3 (three) year period will be evaluated as set out in the table below and will be assessed as follows:

<b>Earnings Before Interest, Taxes, Depreciation, and Amortization (EBITDA)</b>	<b>10</b>
Bidder EBITDA < R50M	0
Bidder EBITDA = >R50M < R100M	5
Bidder EBITDA > R100M	10

70.3.3. **Key Financial Ratios**

The Key Financial Ratios will be used to assess the Bidder's liquidity and solvency of the company and will be assessed as follows:

70.3.3.1. Current Ratio

<b>Current Ratio (Norm is 2:1 – current assets divided by current liabilities)</b>	<b>5</b>
--	----------

Ratio < 1	0
Ratio ≥ 1 < 1.5	1
Ratio ≥ 1.5 < 2	2.5
Ratio ≥ 2	5

#### 70.3.3.2. Solvency Ratio

<b>Solvency Ratio (Norm is 1:1 -Total assets divided by Total Liabilities)</b>	<b>5</b>
Ratio < 0.5	0
Ratio ≥ 0.5 < 0.8	1
Ratio ≥ 0.8 < 1	2.5
Ratio ≥ 1	5

#### 70.3.3.3. The Proposed Funding Model

- 70.3.3.3.1. The Bidder is required to confirm sufficient funding to undertake the Project of LPG Terminal and commence implementation upon the conclusion of the Terminal Operator Agreement.
- 70.3.3.3.2. The Bidder must provide the proposed funding model that supports the business case and capital investment of LPG Terminal required supported with Projected Financial Statements for the duration of the concession.
- 70.3.3.3.3. The source of the capital investment required must be explained in terms of the debt/equity structure. It is important to note that scoring will be allocated in accordance with the quantitative and qualitative scoring methodologies. With regard to the quantitative methodology in particular, the information provided by the bidder must be relevant to the LPG sector. In respect of the qualitative scoring methodology, the following table will be used:

Qualitative (QL) scoring methodology				
Does	not	meet	Meets	Exceeds requirements

Request for proposal for the possible appointment of a Terminal Operator to design, develop, finance, construct, operate, maintain and transfer a Liquefied Petroleum Gas (LPG) terminal for the handling of liquefied petroleum gas for a twenty-five (25) year concession period at island view in the port of Durban.

Qualitative (QL) scoring methodology		
requirements	requirements	
Score between 0% - 19% of the total points allocated per measure	Score between 20% - 69% of the total points allocated measure	Score between 70% - 100% of the total points allocated per measure
<p>The Funding Model does not demonstrate an integration of capital planning with the capital budget and does not clearly spell out capital amounts to fund the infrastructure, does not clearly separate the build period from the operating period, funding from equity, loans and others.</p> <p>The Funding Model does not clearly articulate business, financial and industry risk which will not augur well for the success of the project or demonstrate the ability to fund commitments as they become due. It presents an aggressive scenario with a larger risk should the picture not materialize, the financial risks are clearly visible through the financial ratios presented. The profitability and coverage are a bit suspect (e.g. lower pre-tax interest coverage, EBITDA, Operating profit, lower cash flow ratios (e.g. Debt/EBITDA), stringent covenants with restricted access to capital.</p> <p>Does not or poorly reflects the Cash Flow Projections, Return on Investment, Internal Rate of Return, Project Net Present Value</p>	<p>The Funding Model meets the requirements where it includes operational and non-operational expenditure, all capital outlays and where the capital plan integrates capital expenditures with the term and funding from capital providers in terms of equity, loans and others.</p> <p>The Funding Model clearly presents the business, financial and industry risk, moderate scenarios to meet debt obligations and equity returns, higher profitability and coverage (e.g. lower pre-tax interest coverage, EBITDA, Operating profit), higher cash flow ratios (e.g. Debt/EBITDA), affirming covenants with financial risks not satisfactorily hedged.</p> <p>Adequately and reflects moderate Cash Flow Projections, Return on Investment, Internal Rate of Return, Project Net Present Value</p>	<p>The Funding Model exceeds the requirements where it includes operational and non-operational expenditure, all capital outlays, integrates capital expenditures with the term and funding from capital providers in terms of equity, loans and others, fairly demonstrates funder's support in terms of sufficient capital to cover unexpected and recurrent expenditures, it demonstrates the ability to derive value in procuring and constructing the infrastructure, it gives a clearer understanding through budgeting to operation phase, it presents a harmonized picture with the Funding Model.</p> <p>The Funding Model clearly presents of business, financial and industry risk, moderate scenarios to meet debt obligations and equity returns, higher profitability and coverage (e.g. lower pre-tax interest coverage, EBITDA, Operating profit, higher cash flow ratios (e.g. Debt/EBITDA), affirming covenants, access to capital, clear liquidity in the Model, hedged financial risks, higher earning of cash from operating income.</p> <p>Comprehensively reflects positive Cash Flow Projections, Return on Investment, Internal Rate of Return, Project Net Present Value</p>

Request for proposal for the possible appointment of a Terminal Operator to design, develop, finance, construct, operate, maintain and transfer a Liquefied Petroleum Gas (LPG) terminal for the handling of liquified petroleum gas for a twenty-five (25) year concession period at island view in the port of Durban.

70.3.3.4. The proposed funding model will be scored out of 15 (fifteen) points as follows:

THE PROPOSED FUNDING MODEL	POINTS	QUANTITATIVE OR QUALITATIVE
Proposed funding model in support of project investment.  A written document confirming the Bidder's ability to source funds from a reputable financial institution or within the consortium/group company clearly articulating the Key Financial Indicators	15	QL

#### 70.4. PAST EXPERIENCE IN RAISING CAPITAL

70.4.1. The Bidder's past experience in arranging project funds will be assessed and scored in accordance with their ability to raise capital. The details for each Member relating to its past experience (within the last 20 (twenty) year period) of raising debt on a project finance and or corporate finance basis, which demonstrates an ability to: (i) provide equity; (ii) secure and structure such equity; and (iii) letters from the lenders or funders that provided the finance setting out their role and confirming the Member's past experience in raising the capital disclosed in response to the criterion. In cases where equity funding was used for past projects, audited annual financial statements reflecting investment outflows must be submitted. If the letter is not provided it will negatively affect the bid noting that TNPA within its discretion conduct credit search's, request references from third parties, and seek further information from financial members in respect of Bidders, its Members, and or Contractors.

70.4.2. The Bidders will be assessed and scored out of 15 (fifteen) points as follows:

PAST EXPERIENCE IN RAISING CAPITAL	POINTS	QUANTITATIVE OR QUALITATIVE
No previous project funding	0	
Projects with a value of up to R50 million	3	QN
Projects with a value in excess of > R 50M < R80 million	6	QN
Projects with a value in excess of R80million < R100 million	9	QN

Request for proposal for the possible appointment of a Terminal Operator to design, develop, finance, construct, operate, maintain and transfer a Liquified Petroleum Gas (LPG) terminal for the handling of liquified petroleum gas for a twenty-five (25) year concession period at island view in the port of Durban.

Projects with a value in excess of R100million < R150 million	12	QN
Projects with a value in excess of R150 million	15	QN

#### 70.5. FUNCTIONALITY CRITERIA 4 BUSINESS CASE

70.5.1. The TNPA wishes to obtain a holistic view of a Bidder's proposal to undertake the Project. In order to do so, a Bidder is required to prepare and submit a Business Case, which will be implemented by the Bidder should it be appointed as the LPG Terminal Operator to undertake the Project of LPG Terminal. It is imperative that the Business Case reflects credible, realistic, and achievable targets as the Bidder will be bound thereby with these proposals being incorporated as binding obligations for the LPG Terminal Operator in the Terminal Operator Agreement.

70.5.2. A Business Case will be assessed and scored out of 100 (one hundred points). The Business Case will comprise the following:

##### 70.5.2.1. Market and Sustainability Analysis

70.5.2.1.1. It is important to note that scoring will be allocated in accordance with the quantitative and qualitative scoring methodologies. With regard to the quantitative methodology in particular, the information provided by the bidder must be relevant to the LPG Sector. In respect of the qualitative scoring methodology, the following table will be used:

Qualitative (QL) scoring methodology		
Poor response	Fair response	Good response
Score between 0% - 19% of the total points allocated per measure	Score between 20% - 69% of the total points allocated measure	Score between 70% - 100% of the total points allocated per measure
Industry analysis is not provided, is inadequate, or is incomplete in significant respects; evaluation of important industry characteristics is lacking detail and does not present a comprehensive assessment of the industry in which the company will be	Business Case describes major characteristics of the industry, but the analysis is limited or missing a few elements; market attributes are described and their impacts on the business are adequately assessed; Business Case identifies competitive advantages of the company, but a	Provides a thorough analysis of industry size, segments, maturity, opportunities and threats in the industry, overall trends and outlook for the industry, and major competitors; specifically identifies target market and consumer demographics, demand, supply, customers, and offtakes and fully describes niche in which the company will operate; clearly

Request for proposal for the possible appointment of a Terminal Operator to design, develop, finance, construct, operate, maintain and transfer a Liquified Petroleum Gas (LPG) terminal for the handling of liquified petroleum gas for a twenty-five (25) year concession period at island view in the port of Durban.

Qualitative (QL) scoring methodology		
competing; limited competitor and market analyses are provided; few if any competitive advantages are identified, and no analysis of their effects is provided.	discussion of their contribution to the company's market success is missing or less than fully developed; industry analysis is appropriately developed.	presents significant competitive advantages and effectively analyzes their impacts on organizational success.

- 70.5.2.1.2. This criterion has a point allocation of 25 (twenty-five) points and will be evaluated on the extent to which it credibly demonstrates the viability of the Project of LPG Terminal.
- 70.5.2.1.3. Bidders are required to provide the following in respect of the Market Analysis of the Facility:
- 70.5.2.1.3.1. Vision and mission clearly articulating major goals and ambitions for the LPG Terminals;
  - 70.5.2.1.3.2. Relevant and achievable strategic objectives for the LPG Terminal;
  - 70.5.2.1.3.3. A comprehensive value proposition for the LPG Terminal;
  - 70.5.2.1.3.4. A clear understanding of the LPG supply chain business operating environment as well as global economic conditions;
  - 70.5.2.1.3.5. Comprehensive potential market, suppliers, and segment analysis and Supplier Model (for example single or multiple aggregator or open market)
  - 70.5.2.1.3.6. In-depth Global Competitor Analysis specifically for the LPG sector;
  - 70.5.2.1.3.7. Gap analysis which comprises an identification of any discrepancy between an actual and a potential market including a plan to mitigate any discrepancy identified;
  - 70.5.2.1.3.8. In-depth SWOT analysis specifically for the LPG sector;
  - 70.5.2.1.3.9. Measurable Economic spin-offs;

70.5.2.1.3.10. Short, Medium, and Long term projection forecast of LPG volumes over the concession period;

70.5.2.1.3.11. Sustainability and growth assumptions over the concession period;

70.5.2.1.3.12. Climate Change Adaptability Plan

70.5.2.1.4. Bidders will be scored for Market Analysis, as indicated in the table below:

<b>MARKET ANALYSIS</b>	<b>POINTS</b>	<b>QUANTITATIVE (QN) OR QUALITATIVE (QL)</b>
Vision and mission clearly articulating major goals and ambitions for the LPG Terminal	2	QN
Relevant and achievable strategic objectives for the LPG Terminal	2	QL
Comprehensive Value proposition for the LPG Terminal	2	QL
Clear understanding of business operating environment as well as global economic conditions	2	QL
Comprehensive Potential market, suppliers and segment analysis	2	QL
Gap analysis which comprises an identification of any discrepancy between an actual and a potential market including a plan to mitigate any discrepancy identified	2	QL
In-depth Competitor analysis specifically for the LPG sector	2	QL
In-depth SWOT analysis specifically for the LPG Sector	2	QL
Measurable Economic spin-offs	2	QN
Short, Medium, and Long term projection forecast of volumes over the concession period	2	QN
Sustainability and growth assumptions over the concession period	2	QN

Request for proposal for the possible appointment of a Terminal Operator to design, develop, finance, construct, operate, maintain and transfer a Liquefied Petroleum Gas (LPG) terminal for the handling of liquified petroleum gas for a twenty-five (25) year concession period at island view in the port of Durban.



MARKET ANALYSIS	POINTS	QUANTITATIVE (QN) OR QUALITATIVE (QL)
Climate Change Adaptability Plan	3	QN
Total	25	

#### 70.5.2.2. Financial Management Plan

This section will be assessed and scored out of 25 (twenty-five) points as follows:

#### 70.5.2.3. **Operational Costs (25 Year Projection)**

70.5.2.3.1. This section will be assessed and scored out of 6 (six) points.

70.5.2.3.2. The operational costs will be used to assess the Bidder's sustainability of operating the LPG Terminal will be assessed on evidence showing the costs outlined in the table below:

OPERATIONAL COSTS (25 YEAR PROJECTION),	POINTS	QUANTITATIVE OR QUALITATIVE
Repairs & Maintenance Costs	2	QN
Labour Costs	2	QN
Other Operating Costs	2	QN
Total	6	

#### 70.5.2.3.3. **Operational Revenue (25 Year Projection)**

70.5.2.3.3.1. This section will be assessed and scored out of 7 (seven) points.

70.5.2.3.3.2. Bidders will be required to submit projected income generation information.

- 70.5.2.3.3. The operational revenue will be used to assess the Bidder's capability of earning the revenue from operating the LPG Terminal and the evidence will be assessed and scored as follows:

OPERATIONAL REVENUE (25 YEAR PROJECTION),	POINTS	QUANTITATIVE OR QUALITATIVE
Revenue generated from operating the LPG Terminal	7	QN

#### 70.5.2.3.4. Capital Expenditure

- 70.5.2.3.4.1. This section will be assessed and scored out of 6 (six) points.

- 70.5.2.3.4.2. The Bidders must provide the proposed capital expenditure being the costs/funds used to acquire and build the LPG Terminal which includes the following:

CAPITAL EXPENDITURE FOR LPG TERMINAL	POINTS	QUANTITATIVE OR QUALITATIVE
Detailed design	1	QN
Site investigations	1	QN
Procurement	1	QN
Direct and indirect construction costs	1	QN
Commissioning & Start-up	1	QN
Contractor's overhead and fees	1	QN

#### 70.5.2.3.5. Financial Model Assumptions

- 70.5.2.3.5.1. This section will be assessed and scored out of 6 (six) points.

- 70.5.2.3.5.2. The Bidder must provide assumptions for their financial projections of the project including but not limited to the following:

FINANCIAL MODEL ASSUMPTIONS	POINTS	QUANTITATIVE OR QUALITATIVE
Income tax rate	1	QN
Monthly utilities e.g. water, electricity	1	QN

Request for proposal for the possible appointment of a Terminal Operator to design, develop, finance, construct, operate, maintain and transfer a Liquefied Petroleum Gas (LPG) terminal for the handling of liquified petroleum gas for a twenty-five (25) year concession period at island view in the port of Durban.

Operating manpower costs and benefits	1	QN
Future commodity prices per ton	1	QN
Seasonality variance based on future LPG sector forecasts	1	QN
Other	1	QN

#### 70.5.2.3.6. **Summary of Financial Management Plan**

Bidders will be scored for the Financial Management Plan out of 25 (twenty-five) points, as indicated in the table below:

<b>SUMMARY OF FINANCIAL MANAGEMENT PLAN</b>	<b>MAXIMUM NO OF POINTS</b>	<b>RFP REFERENCE</b>
Operational Costs	6	Clause 70.5.2.3 of Part II of this RFP
Operational Revenue	7	Clause 70.5.2.3.3 of Part II of this RFP
Capital Expenditure	6	Clause 70.5.2.5 of Part II of this RFP
Financial Model assumptions	6	Clause 70.5.2.5.2 of Part II of this RFP
Total	25	

#### 70.5.2.4. Operational Model

70.5.2.4.1. Bidders are required to provide a clear operational model outlining the approach to the execution of the Project, the operations methodology, performance targets, the optimal use of Terminal Infrastructure, the LPG Terminal handling equipment to be deployed, the logistics plan, operations human resource plans, SHEQ, Risk and Quality management systems that will be applied to mitigate any operational risks including insurable risks.

70.5.2.4.2. The model must include a description of Bidder's Organisational Structure, roles, and responsibilities, and skills profiles of the Board of Directors Executive Leadership, key operational

personnel, LPG Terminal Equipment plant, and machinery acquisition and maintenance strategies.

- 70.5.2.4.3. This criteria has a point allocation of 20 (twenty) points. It is important to note that scoring will be allocated in accordance with the quantitative and qualitative scoring methodologies. With regard to the quantitative methodology in particular, the information provided by the bidder must be relevant to the LPG Sector. In respect of the qualitative scoring methodology, the following table will be used:

Qualitative (QL) scoring methodology		
Poor response	Fair response	Good response
Score between 0% - 19% of the total points allocated per measure	Score between 20% - 69% of the total points allocated measure	Score between 70% - 100% of the total points allocated per measure
The Operational Model does not cover or lacks the required detail in respect of what is outlined above.	The Operational Model covers sufficient detail and had credible supporting motivating in respect of what is outlined above.	The Operational Model covers in comprehensive detail and demonstrates how the Targeted Performance will be achieved and comprehensively described and indicates how this will be achieved. .

- 70.5.2.4.4. Bidders will be scored for the Operating Model, as indicated in the table below:

OPERATIONAL MODEL	POINTS	QUANTITATIVE OR QUALITATIVE
Bidders to demonstrate the use of the land-based facilities to receive LPG directly from conventional LPG carrier, storing it in tanks	8	QL
Traffic and Security management plan including but not limited to:  Access to the site via rail and road including truck staging area.  LPG split on pipeline, road and rail  Logistics Plan  Technologies to be used to enhance operational efficiencies.	6	QL
SHEQ, Risk and Quality management systems that will be applied to mitigate	6	QL

Request for proposal for the possible appointment of a Terminal Operator to design, develop, finance, construct, operate, maintain and transfer a Liquefied Petroleum Gas (LPG) terminal for the handling of liquefied petroleum gas for a twenty-five (25) year concession period at island view in the port of Durban.

OPERATIONAL MODEL	POINTS	QUANTITATIVE OR QUALITATIVE
any operational risks including a description of Bidders Organisational Structure, roles and responsibilities and skills profiles of Board of Directors Executive Leadership, key operational personnel, Terminal Equipment plant and machinery acquisition and maintenance strategies.		
Total	20	

#### 70.5.2.5. Project Schedule

70.5.2.5.1. Bidders are required to articulate a clear and concise LPG Terminal development plan, which outlines how and within what timeframes it will implement the desired LPG terminal, proving conceptual designs, and clearly outlined project schedule.

70.5.2.5.2. This section has a point allocation of 20 (twenty) points. It is important to note that scoring will be allocated in accordance with the quantitative and qualitative scoring methodologies. With regard to the quantitative methodology in particular, the information provided by the bidder must be relevant to the LPG sector. In respect of the qualitative scoring methodology, the following table will be used:

Qualitative (QL) scoring methodology		
Poor response	Fair response	Good response
Score between 0% - 19% of the total points allocated per measure	Score between 20% - 69% of the total points allocated measure	Score between 70% - 100% of the total points allocated per measure
Level 1 Project Schedule (Lower end of the Range). No Project Schedule or a poor Project Schedule and does not set out clear timeframes, clear milestones, major activities, or key deliverables. No or Poor Conceptual Design	Level 2 Project Schedule (Higher Level of Range). Moderate to Good Conceptual Design.	Level 3 Project Schedule. Excellent Conceptual Design.

Request for proposal for the possible appointment of a Terminal Operator to design, develop, finance, construct, operate, maintain and transfer a Liquefied Petroleum Gas (LPG) terminal for the handling of liquified petroleum gas for a twenty-five (25) year concession period at island view in the port of Durban.

70.5.2.5.3. Bidders will be scored on the Project Schedule as follows:

PROJECT SCHEDULE LEVEL	POINTS	QUANTITATIVE OR QUALITATIVE
No logical sequencing and scheduling of key milestones	0	
Level 1 Schedule (Level 1 Schedule is the highest level, called overall project summary level. It includes major milestones or achievements and highlights major activities and key deliverables.)	2	QL
Level 2 Schedule (Level 2 Schedule is the area or system summary (roll-up summary of level 3 schedule). It is also called major summary schedule. It is used to integrate into level 3 and BEE certificate schedules which involved detail tasks. It can be used to report the project area or trade progress status.)	5	QL
Level 3 Schedule (Level 3 Schedule is the most used in planning. Level of schedule is usually decomposed into Level 5. The intention of decomposing schedule level is to manage and control the project or task to a manageable level.)	10	QL

70.5.2.5.4. Bidders are required to submit a Project Schedule, highlighting key sequential milestones and relevant timelines.

70.5.2.5.5. Bidders will be scored for the Project schedule and logical sequencing of activities, as indicated in the tables below:

PROJECT DELIVERY TIMEFRAMES (CONSTRUCTION PHASE EXCLUDING EIA)	POINTS	QUANTITATIVE OR QUALITATIVE
>36 months	2	QN
24-36 months	6	QN
19- 24 months	8	QN
0 - 18 months	10	QN

#### 70.5.2.6. Concept Design

70.5.2.6.1. This section has a point allocation of 10 (ten) points. It is important to note that scoring will be allocated in accordance with the quantitative and qualitative scoring methodologies. With regard to the quantitative methodology in particular, the information provided by the bidder must be relevant to the LPG Terminal/Sector. In respect of the qualitative scoring methodology, the following table will be used:

Qualitative (QL) scoring methodology		
Poor response	Fair response	Good response
Score between 0% - 19% of the total points allocated per measure	Score between 20% - 69% of the total points allocated per measure	Score between 70% - 100% of the total points allocated per measure
Poor preliminary concept design proposal (Examples include: Design not optimizing potential throughput capacity, basic technical brief reports, basic concepts drawings of elevations and layout plans, basic safety and environmental standards considerations, basic pipeline, rail, and road accessibility design)	Acceptable preliminary concept design proposal (Examples include: Design optimizing potential throughput capacity, acceptable technical brief reports, acceptable concepts drawings of elevations and layout plans, acceptable safety and environmental standards considerations, acceptable pipeline, rail, and road accessibility design)	Excellent preliminary concept design proposal (Examples include: Design optimizing potential throughput capacity, Excellent technical brief reports, Excellent concepts drawings of elevations and layout plans, Excellent safety and environmental standards considerations, Excellent pipeline, rail, and road accessibility)

Request for proposal for the possible appointment of a Terminal Operator to design, develop, finance, construct, operate, maintain and transfer a Liquefied Petroleum Gas (LPG) terminal for the handling of liquefied petroleum gas for a twenty-five (25) year concession period at island view in the port of Durban.

Qualitative (QL) scoring methodology		
Poor response	Fair response	Good response
		design

70.5.2.6.2. The Preliminary Design for the Terminal must include concept technical design brief reports and concepts layout drawings indicating the following:

70.5.2.6.2.1. Concept design of the Terminal, mooring, fenders, bollards, fire fighting equipment etc to accommodate the LPG for the concession period

70.5.2.6.2.2. Discharge, conveyance and storage of LPG

70.5.2.6.2.3. Indication of exclusion zones

70.5.2.6.2.4. Servitudes for Pipeline, Rail, and road connectivity and accessibility for evacuation of LPG

70.5.2.6.2.5. Safety and environmental best available technology and sustainability considerations on infrastructure and equipment (including safety distances, access platform, escape routes, etc);

70.5.2.6.3. Bidders will be scored for Concept Design, as indicated in the table below:

CONCEPT DESIGN	POINTS	QUANTITATIVE OR QUALITATIVE
Preliminary concept design proposal	10	QL

### 70.5.3. Summary of Business Case

SUMMARY OF BUSINESS CASE	POINTS	RFP REFERENCE
Market and Sustainability Analysis	25	Clause 70.5.2.1 of Part II of this RFP
Financial Management Plan	25	Clause 70.5.2.2 of Part II of this RFP
Operational model	20	Clause 70.5.2.6 of Part II of this RFP

Request for proposal for the possible appointment of a Terminal Operator to design, develop, finance, construct, operate, maintain and transfer a Liquefied Petroleum Gas (LPG) terminal for the handling of liquified petroleum gas for a twenty-five (25) year concession period at island view in the port of Durban.



Project Schedule	20	Clause 70.5.2.7 of Part II of this RFP
Concept Design	10	Clause 70.5.2.8 of Part II of this RFP
Total	100	

70.5.4. **Summary of Technical and Functional Criteria Assessment<sup>2</sup>**

TECHNICAL CRITERIA ASSESSMENT	MAXIMUM NO OF POINTS	RFP REFERENCE
Previous experience	20	Clause 70.1.1 of Part II of this RFP
Track record	20	Clause 70.1.1.5 of Part II of this RFP
SHE requirements	10	Clause 70.2 of Part III of this RFP
Financial Capability	50	Clause 70.3 of Part III of this RFP
Business Case	100	Clause 70.5 of Part II of this RFP
<b>TOTAL</b>	<b>200</b>	

## 71. THE STRUCTURE OF THIS EVALUATION CRITERIA ASSESSMENT

71.1. This Part III Stage 2 (*Evaluation Criteria Assessment*) of this RFP contains the requirements for the detailed Bid Response and the evaluation methods, criteria, and weighting in respect of those parts of the Bid Response that are subject to evaluation in terms of this Evaluation Criteria Assessment. Those parts are:

71.1.1. Evaluation Criteria 1: Price: Concession Fee Offer; and

71.1.2. Evaluation Criteria 2: Preference B-BBEE Contributor Level.

---

<sup>2</sup> NOTE: Only Bidders that score a minimum of 140 points and above will move to Part III Stage 2 of the evaluation process.

- 71.2. TNPA will only consider a Bidder's Bid Response in terms of this Evaluation Criteria Assessment if that Bidder fulfills all of the Qualification Criteria Assessment of Part II of this RFP.
- 71.3. The Bidder must respond to each and every heading in this clause 68 of this RFP I (Evaluation Criteria Assessment) and in the Annexures referred to in this clause 68 of this RFP (Evaluation Criteria Assessment) and provide comprehensive responses and information in respect of each heading. Failure by a Bidder to respond adequately or at all to any of the headings of this Clause 68 (Evaluation Criteria Assessment) and the Annexures referred to in this Evaluation Criteria Assessment shall have an adverse impact on the evaluation of its Bid Response and may result in disqualification and or (0) zero points being awarded.
- 71.4. The evaluation will be undertaken in accordance with a 90/10 points system. The Concession Fee Offer (Price) will be scored out of 90 (ninety) points and B-BBEE Contributor Level (Preference) will be scored out of 10 (ten) points.
- 71.5. The points for Concession Fee Offer (Price) (scored out of 90 (ninety) points) and B-BBEE Contributor (Preference) (scored out of 10 (ten) points) will be added together to determine the total points (scored out of 100 (one hundred) earned in respect of the Evaluation Criteria Assessment. The total points will be rounded off to the nearest two decimal places if required.
- 71.6. The decision to appoint a particular Bidder as First Ranked Bidder will have regard to all objective considerations relating to the response to Part II (Qualification Criteria Assessment) and Part III (Evaluation Criteria Assessment) submitted by that Bidder and the requirements of TNPA as contained in this RFP, together with the overall scoring achieved by that Bidder.

## **72. EVALUATION CRITERIA**

### **72.1. EVALUATION CRITERIA 2: CONCESSION FEE OFFER (PRICE)**

- 72.1.1. Evaluation Criteria 2 has a weighting of 90 (ninety) percent of the total score for the Evaluation Criteria Assessment.

#### **72.1.2. Price (Concession Fee Offer)**

- 72.1.2.1. This section has a point allocation of 90 (ninety) points.

- 72.1.2.2. The Bidder must offer a Concession Fee Offer amount in Rand (land), based on annual rental escalation
- 72.1.2.3. The Concession Fee Offer will be used to calculate the return and will be assessed and scored competitively between the Bidders with a maximum score available out of 90 (ninety) points.
- 72.1.2.4. The Concession Fee offered will be benchmarked to market-related and comparable opportunities which may compromise property valuations and liquid bulk terminal valuations. Therefore, TNPA reserves the right to further embark and request BAFO with top 3 highest ranked Bidders to ensure the payment of a market-related Concession Fee.
- 72.1.2.5. The Bidder making the highest Concession Fee Offer will be awarded maximum points with the other Bidders with lower rental will proportionately obtain lower percentages based on the following formula:

$$Ps = 90 (1 + (Pt - Pmax / Pmax))$$

Where:

**Ps** = points scored for the offer under consideration

**Pt** = the price of bid/offer under consideration

**Pmax** = the price of the highest acceptable bid/offer received

- 72.1.2.6. Ramp up percentages for each payment period which will be applied to the monthly Concession Fee structured as follows:

72.1.2.6.1. 0% (zero percent) of rental fee during the application of Environmental Impact Assessment to a maximum of 24 months,

72.1.2.6.2. 25% (twenty-five percent) during the construction phase (to a maximum of 18 months), after that 100% rental fee will apply until such time that the terminal is commissioned.

- 72.1.2.7. Summary of Concession Fee Offer:

Price (Concession Fee Offer)	Points	RFP Reference
------------------------------	--------	---------------

Concession Fee Offer	90	Clause 72.1.2 of Part III of this RFP
Total	90	

**72.2. EVALUATION CRITERIA 2: PREFERENCE (B-BBEE CONTRIBUTOR LEVEL)**

- 72.2.1. This section has a point allocation of 10 (ten) points.
- 72.2.2. Preference points will be awarded to a Bidder for attaining the required B-BBEE status level of contribution in accordance with the table indicated in clause 72.2.4 below.
- 72.2.3. The Bidder must submit a valid B-BBEE Scorecard to confirm adherence to this requirement.
- 72.2.4. Points awarded for B-BBEE Status Level of Contribution:

Summary of Preference Criteria	Points	RFP Reference
B-BBEE Status Level of Contributor	90/10 system	Clause 72.2 of Part III of this RFP
1	10	
2	9	
3	6	
4	5	
A level of 5 and above	0	

**72.3. SUMMARY OF EVALUATION CRITERIA 1 AND 2: PRICE (CONCESSION FEE OFFER) AND PREFERENCE (B-BBEE CONTRIBUTOR LEVEL CRITERIA<sup>3</sup>)**

Summary of Evaluation Criteria	Points	RFP Reference
Price	90	Clause 72.1.2 of Part III of this RFP
Preference	10	Clause 72.2 of Part III of this RFP
Total	100	

<sup>3</sup> NOTE: When 72.3 is completed, the Bidders are then ranked according to the scores achieved

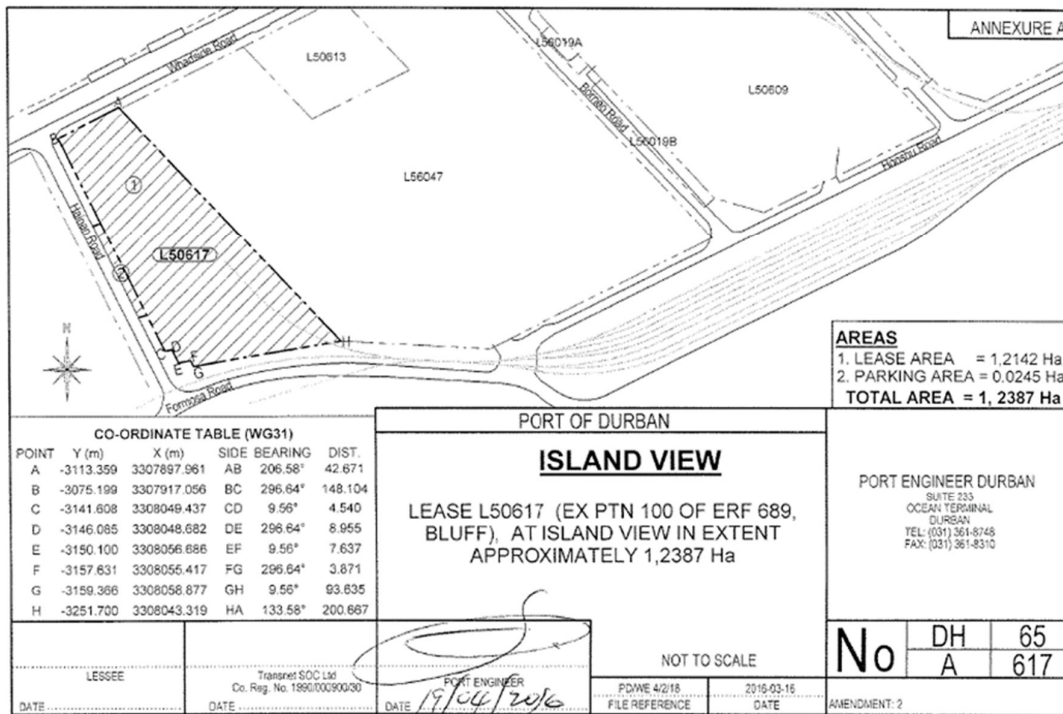
## ANNEXURES

**Annex A**

**BID NOTICE**

(as contained in separate PDF document uploaded on National Treasury website)

**SITE MAP**



Request for proposal for the possible appointment of a Terminal Operator to design, develop, finance, construct, operate, maintain and transfer a Liquefied Petroleum Gas (LPG) terminal for the handling of liquefied petroleum gas for a twenty-five (25) year concession period at island view in the port of Durban.

## Annex C

### **PORT OF DURBAN'S SAFETY HEALTH AND ENVIRONMENT (SHE) INTEGRATED MANAGEMENT SYSTEM POLICY**

Transnet National Ports Authority, Port of Durban is responsible for the safe, effective and efficient economic functioning of the port system, which it manages in a landlord capacity. It provides port infrastructure and marine services. It operates within a legislative and regulatory environment and is governed by the National Ports Act (Act No. 12 of 2005). The Port of Durban is aware of the potential impacts of its operations and that of its lease holders, contractors and service providers that negatively impact on the environment and therefore, undertakes to:

- Comply with all applicable Health, Safety and Environmental legislation and regulations as well as international Protocols and Codes ratified by the Republic of South Africa;
- Provide a healthy and safe working environment for all employees and stakeholders;
- Prevent pollution, injury and ill health;
- Set and annually review SHE objectives, targets and programmes;
- Promote the efficient use of energy and natural resources;
- Promote continual improvement through 5s of goal alignment of all operations and performance management;
- Promote a safety culture within the organisation and enhance behavioural change for all employees;
- Implement sustainability and environmental monitoring; and
- Empower all our employees by providing information, instruction, training and supervision to enable them to perform their assigned roles safely and help drive TNPA SHE performance.

#### **Our commitment is to:**

- Conform to the requirements of ISO 14001, SANS 3000 and OHSAS 18001 Standards;
- Manage and mitigate SHE risks within legally acceptable limits;
- Review the SHE Policy annually in the SHE IMS Management Review to ensure it remains relevant and appropriate to the organisation; and
- Communicate and make the SHE Policy available to all stakeholders upon request.

#### **Responsibility and accountability:**



The Port of Durban's Executive Committee recognises its ultimate responsibility and accountability for Safety, Health and Environment Integrated Management System in its capacity as the landlord and that all employees, contractors and port users have a role to play in delivering on commitments set out in this Policy.

Port Manager : \_\_\_\_\_ Date: \_\_\_\_\_

**PORT OF DURBAN BERTHING POLICY**

(as contained in separate PDF document uploaded on National Treasury website)

**ANNEX E**

**TRANSNET NATIONAL PORTS AUTHORITY**

**SECURITY POLICY**

**PORTFOLIO: LEGAL, RISK & COMPLIANCE**

**DEPARTMENT: SECURITY**

**Table of contents**

1.	Statement of Purpose	3
2.	Scope	4
3.	Legislative Regulatory Requirements	4
4.	Policy Statement	4
5.	Specific responsibilities	13
6.	Audience	15
7.	Enforcement	15
8.	Exceptions	16
9.	Other Considerations	16
10.	Communicating the Policy	16
11.	Review and Update Process	17
12.	Implementation	17
13.	Monitoring of Compliance	17
14.	Disciplinary Action	17
15.	Approval	18
16.	Annexures	

## **1. STATEMENT OF PURPOSE**

1.1 Transnet National Port Authority (TNPA) depends on its personnel, information and other assets to deliver services that ensure the health, safety, security and economic growth and development of our country. TNPA must therefore manage these resources with due diligence and take appropriate measures to protect them.

1.2 Threats that can cause harm to TNPA, and some economies abroad, include acts of terror and sabotage, espionage, unauthorised access to buildings and premises, theft, armed robbery, fraud and corruption, vandalism, fire, natural disasters, technical failures and accidental damage. The threat of cyber attack and malicious activity through the internet is prevalent and can cause severe harm to electronic services and critical infrastructure. Threats to the national interests, such as transnational criminal activity, foreign intelligence activities and terrorism, continue to evolve as the result of changes in local, national and international environment.

1.3 The Security Policy of TNPA prescribes the application of security measures to reduce the risk of harm that can be caused to the company if the above threats should materialise. It has been designed to protect employees, preserve the confidentiality, integrity, availability and value of information and assets, and assure the continued delivery of services. Since TNPA relies extensively on information and communication technology (ICT) to provide its services, this policy emphasises the need for acceptable use of ICT equipment as well as ICT protection measures to be complied with by employees.

1.4 The main objective of this Policy therefore is to support the national interest and TNPA's business objectives by protecting employees, information and other assets and assuring the continued delivery of services to South African citizens and the maritime community.

1.5 This Policy complements other TNPA Policies (e.g. sexual harassment, occupational health and safety, official languages, information management, asset control, real estate and financial resources).

## **2. SCOPE**

### **2.1 This Policy applies to the following individuals and entities:**

- All TNPA employees;
- All contractors and consultants delivering a service to TNPA, including their employees who may interact with TNPA;
- Temporary TNPA employees;
- All information assets of TNPA;

<ul style="list-style-type: none"> <li>• All intellectual property of TNPA;</li> <li>• All fixed property that is owned or leased out by TNPA;</li> <li>• All moveable property that is owned or leased out by TNPA;</li> <li>• All Facilities operating at TNPA Ports including their employees;</li> <li>• All private port users;</li> <li>• All State Agencies operating at the Ports;</li> <li>• All Port users with a temporary right of access.</li> </ul> <p><b>2.2 The Policy further covers the following seven elements of the security program of TNPA:</b></p> <ul style="list-style-type: none"> <li>• Security organisation</li> <li>• Security administration</li> <li>• Information security</li> <li>• Physical security</li> <li>• Personnel security</li> <li>• Information and communication Technology (ICT) security</li> <li>• Business Continuity Planning (BCP)</li> </ul> <p><b>3. LEGISLATIVE OR REGULATORY REQUIREMENTS</b></p> <p><b>3.1</b> This Policy is informed by and complies with applicable national legislation, international codes, national security policies and national security standards. A list of applicable regulatory documents in this regard has been attached as Annexure 1.</p> <p><b>4. POLICY STATEMENT</b></p> <p><b>4.1 General</b></p> <ul style="list-style-type: none"> <li>• Employees of TNPA must be protected against identified threats according to baseline security requirements and continuous security risk management;</li> <li>• Information and assets of TNPA must be protected according to baseline security requirements and continuous security risk management;</li> <li>• Continued delivery of services of TNPA must be assured through baseline security requirements, including business continuity planning and continuous security risk management.</li> </ul> <p><b>4.2 Compliance requirements</b></p> <p><b>4.2.1</b> All individuals and institutions mentioned in par. 2 above must comply with the baseline requirements (refer 4.3 below) of this Policy and its associated Security Directives as contained in the Port Security Plans of TNPA (i.e. Security Plans of the</p>	<p>Port Security Plans</p>
--	----------------------------

<p>respective Ports). These requirements are/shall be based on integrated security Threat and Risk Assessments (TRA's) to the national interest as well as employees, information and assets of TNPA. The necessity of security measures above baseline levels will also be determined by the continual updating of the security TRA's.</p> <p><b>4.2.2 Security threat and risk assessments involve:</b></p> <ul style="list-style-type: none"> <li>• Establishing the scope of the assessment and identifying the information, employees and assets to be protected;</li> <li>• Determining the threats to information, employees and assets of TNPA and assessing the probability and impact of threat occurrence;</li> <li>• Assessing the security risk based on the adequacy of existing security measures and vulnerabilities;</li> <li>• Implementing any supplementary security measures that will reduce the security risk to an acceptable level.</li> </ul> <p><b>4.2.3 Staff accountability and acceptable use of assets</b></p> <p><b>4.2.3.1</b> The Chief Executive (CE) of TNPA shall ensure that information and assets of TNPA are used in accordance with procedures as stipulated in the Security Directives as contained in the Security Plan of TNPA.</p> <p><b>4.2.3.2</b> All employees of TNPA shall be accountable for the proper utilisation and protection of such information and assets. Employees that misuse or abuse assets of TNPA shall be held accountable therefore disciplinary action shall be taken against any such employee.</p> <p><b>4.3 Specific baseline requirements</b></p> <p><b>4.3.1 Security organisation</b></p> <p><b>4.3.1.1</b> The CE of TNPA will/has appointed the Head of Security (National Security Manager) to establish and direct a security program that ensures co-ordination of all Policy functions and implementation of this Policy requirements;</p> <p><b>4.3.1.2</b> Given the importance of this role, a Head of Security with sufficient security experience and training who is strategically positioned within TNPA so as to provide institution-wide strategic advice and guidance to senior management, must be appointed.</p>	<p>See Disciplinary Code</p> <p>See organisational diagram of the security component</p>
---	--

4.3.1.3	The CE of TNPA must ensure that the Head of Security has an effective support structure (security component) to fulfil the functions referred to in par. 4.3.2 below.	
4.3.1.4	Individuals that will be appointed in the support structure of the Head of Security must be security professionals with sufficient security experience and training to effectively cope with their respective job functions.	
4.3.2	<b>Security administration</b>	See detailed functions the Security Component SOP's in the Security Directive
4.3.2.1	<p>The functions referred to in par. 4.3.1 above are, but not limited to:</p> <ul style="list-style-type: none"> <li>• General security administration (company directives and procedures, training and awareness, security risk management, security audits, sharing of information and assets);</li> <li>• Setting of access limitations;</li> <li>• Administration of security screening (refer par. 4.3.5 below);</li> <li>• Implementing physical security;</li> <li>• Ensuring the protection of employees;</li> <li>• Ensuring the protection of information;</li> <li>• Ensuring ICT security;</li> <li>• Ensuring security in emergency and increased threat situations;</li> <li>• Facilitating business continuity planning;</li> <li>• Ensuring security in contracting; and</li> <li>• Facilitating security breach reporting and investigations.</li> </ul>	
4.3.2.2	<b>Security incident/breaches reporting process</b>	See Security Directive Reporting of Security Breaches
4.3.2.2.1	Whenever an employee of TNPA becomes aware of an incident that might constitute a security breach or an unauthorised disclosure of information (whether accidentally or intentionally), he/she shall report that to the Head of Security of TNPA by utilising the formal reporting procedure prescribed in the Security Breach Directive of TNPA; who will then report to the CE.	
4.3.2.2.2	The CE of TNPA shall report to the appropriate authority (as indicated in the Security Breach Directive of TNPA) all cases or suspected cases of security breaches, for investigations;	See Security Directive Security Breaches Response Process
4.3.2.2.3	The Head of Security of TNPA shall ensure that all employees are informed about the procedure for reporting security breaches.	
4.3.2.3	<b>Security incidents/breaches response process</b>	





<p>4.3.3.1.2 Employees of TNPA who generate sensitive information are responsible for determining information classification levels and the classification thereof, subject to management review. This responsibility includes the labelling of classified documents;</p> <p>4.3.3.1.3 The classification assigned to documents must be strictly adhered to and the prescribed security measures to protect such documents must be applied at all times;</p> <p>4.3.3.1.5 Access to classified information will be determined by the following principles:</p> <ul style="list-style-type: none"><li>• Intrinsic secrecy approach;</li><li>• Need-to-know;</li><li>• Level of security clearance.</li></ul> <p>4.3.4 <b>Physical Security</b></p> <p>4.3.4.1 Physical security involves the proper layout and design of facilities of TNPA and the use of physical security measures to delay and prevent unauthorised access to assets of TNPA. It includes measures to detect attempted or actual unauthorised access and the activation of an appropriate response.</p> <p>4.3.4.2 Physical security measures must be developed, implemented and maintained in order to ensure that the entire personnel, property and information are secured. These security measures shall be based on the findings of the Threat and Risk Assessment (TRA) conducted by auditor/s under the guidance of the Head of Security.</p> <p>4.3.4.3 TNPA shall ensure that physical security is fully integrated with business processes early in the process of planning, selecting, designing and modifying of its facilities. TNPA shall:</p> <ul style="list-style-type: none"><li>• Select, design and modify facilities in order to facilitate the effective control of access thereto;</li><li>• Demarcate restricted access areas and have the necessary entry barriers, security systems and equipment to effectively control access thereto;</li><li>• Include the necessary security specifications in planning, request for proposals and tender documentation;</li></ul> <p>4.3.4.4 TNPA will also ensure the implementation of appropriate physical security measures for the secure storage, transmittal and disposal of classified and protected information in all forms;</p>	<p>See Security Directive Physical Security</p>
	<p>See Security Directive</p>

4.3.4.5	All employees, respective State Agents personnel, employees of Facilities at the respective Ports, private port users, port users' visitors are required to comply with access control procedures of TNPA at all times. This includes the producing of Corporate ID Cards/permits upon entering any sites of TNPA including Ports, the display thereof whilst on the premises and the escorting of official visitors.	Protection of Information Requirements
4.3.5	<b>Personnel Security</b>	
4.3.5.1	<b>Security Screening</b>	See Security Directive Security Screening
4.3.5.1.1	All employees, contractors and consultants of TNPA, who require access to classified information and critical assets in order to perform their duties or functions, must be subjected to a security screening investigation conducted by the National Intelligence Agency (NIA) so that they could be granted a security clearance at the appropriate level;	
4.3.5.1.2	The level of security clearance given to a person will be determined by the content of or access to classified information entailed by the post already occupied or to be occupied in accordance with their respective responsibilities and accountability;	
4.3.5.1.3	A security clearance provides access to classified information subject to the need-to-know principle;	
4.3.5.1.4	A declaration of secrecy shall be signed by every individual issued with a security clearance to complement the entire security screening process. This will remain valid even after the individual has terminated his/her service with TNPA;	
4.3.5.1.5	A security clearance will be valid for a period of ten years in respect of the Confidential Level and five years for Secret and Top Secret. This does not preclude re-screening on a more frequent basis as and when need arises and/or as determined by the CE of TNPA, based on information which impact negatively on an individual's security competence;	
4.3.5.1.6	Security clearances in respect of all individuals who have terminated their services with TNPA shall be immediately withdrawn.	
4.3.5.2	<b>Polygraph Examination</b>	
4.3.5.2.1	A polygraph examination shall be utilised to provide support to the security screening process. All employees subjected to a Top Secret security clearance will also be subjected to a polygraph examination. The polygraph shall only be used to determine the reliability of the information gathered during the	

<p>security screening investigation and does not imply any suspicion or risk on the part of the applicant;</p> <p>4.3.5.2.2 In the event of any negative information being obtained with regard to the applicant during the security screening investigation (all levels), the applicant shall be given an opportunity to prove his/her honesty and/or innocence by making use amongst others of the polygraph examination. Refusal by the applicant to undergo the examination does not necessarily signify that a security clearance will not be granted.</p> <p>4.3.5.3 <b>Transferability of Security Clearances</b></p> <p>4.3.5.3.1 A security clearance issued in respect of an official from other government institutions shall not be automatically transferable to TNPA. The responsibility for deciding whether the official should be re-screened rests with the CE of TNPA.</p> <p>4.3.5.4 <b>Security Awareness and Training</b></p> <p>4.3.5.4.1 A security training and awareness program must be developed by the Security Department and implemented to effectively ensure that all personnel and service providers of TNPA remain security conscious;</p> <p>4.3.5.4.2 All employees shall be subjected to the security awareness and training programs and must certify that the contents of the program have been understood and will be complied with. The program will not only cover training with regard to specific security responsibilities but also sensitise employees, relevant contractors and consultants about the security policy, security measures of TNPA as well as the need to protect sensitive information against disclosure, loss or destruction;</p> <p>4.3.5.4.3 Periodic security awareness presentations, briefings and workshops will be conducted and in addition to that, posters and pamphlets will be frequently distributed in order to enhance the training and awareness program. Attendance of the above programs will be compulsory for all employees who shall have been identified and notified to attend;</p> <p>4.3.5.4.4 Regular audits, surveys and walkthrough inspections shall be conducted by the Head of Security and members of the security department to monitor the effectiveness of the security training and awareness program.</p> <p>4.3.6 <b>Information and Communication Technology (ICT) Security</b></p> <p>4.3.6.1 <b>IT Security</b></p>	<p>See Security Directive Security Training and Awareness</p> <p>See ICT Security Policy and Security Directive ICT Security</p>
---	--

<p>4.3.6.1.1 A secure network shall be established for TNPA in order to ensure that information systems are secured against rapidly evolving threats that have the potential to impact on their confidentiality, integrity, availability, intended use and value;</p> <p>4.3.6.1.2 To prevent the compromise of IT systems, TNPA shall implement baseline security controls and any additional control identified through the security TRA. These controls, and the security roles and responsibilities of all personnel, shall be clearly defined, documented and communicated to all employees;</p> <p>4.3.6.1.3 To ensure policy compliance, the Chief Information Officer of TNPA shall:</p> <ul style="list-style-type: none"> <li>• Certify that all its systems are secure after procurement, accredit IT systems prior to operation and comply with minimum security standards and directives;</li> <li>• Conduct periodic security evaluations of systems, including assessments of configuration changes conducted on a routine basis;</li> <li>• Periodically request assistance, review and audits from the National Intelligence Agency (NIA) in order to get an independent assessment.</li> </ul> <p>4.3.6.1.4 Server rooms and other related security zones where IT equipment is kept shall be secured with adequate physical security measures and strict access control shall be enforced and monitored;</p> <p>4.3.6.1.5 Access to the resources on the network of TNPA shall be strictly controlled to prevent unauthorised access. Access to all computing and information systems and peripherals of TNPA shall be restricted unless explicitly authorised;</p> <p>4.3.6.1.6 System hardware, operating and application software, the network and communication systems of TNPA shall be adequately configured and safeguarded against both physical attack and unauthorised network intrusion;</p> <p>4.3.6.1.7 All employees shall make use of IT systems of TNPA in an acceptable manner and for business purposes only. All employees shall comply with the IT Security Directives in this regards at all times;</p> <p>4.3.6.1.8 The selection of passwords, their use and management as a primary means to control access to systems is to strictly adhere to best practice guidelines as reflected in the IT Security Directives. In particular, passwords shall not be shared with any other person for any reason;</p>	<p>See BCP</p> <p>See Security Directive ICT Security</p>
--	---

<p>4.3.6.1.9 To ensure the ongoing availability of critical services, TNPA shall develop IT continuity plans as part of its overall Business Continuity Planning (BCP) and recovery activities.</p> <p><b>4.3.6.2 Internet Access</b></p> <p>4.3.6.2.1 The Chief Information Officer (CIO) of TNPA, having the overall responsibility for setting up Internet Access for TNPA, shall ensure that the network of TNPA is safeguarded from malicious external intrusion by developing, as a minimum, a configured firewall. Human Resources management shall ensure that all personnel with Internet access (including e-mail) are aware of, and will comply with, an acceptable code of conduct in their usage of the Internet;</p> <p>4.3.6.2.2 The CIO of TNPA shall be responsible for controlling user access to the Internet, as well as ensuring that users are aware of the threats, and are trained in the safeguards, to reduce the risk of Information Security breaches and incidents;</p> <p>4.3.6.2.3 Incoming e-mails must be treated with the utmost care due to its inherent Information Security risks. The opening of e-mail with file attachments is not permitted unless such attachments have already been scanned for possible computer viruses or other malicious code;</p> <p><b>4.3.6.3 Use of Laptop Computers</b></p> <p>4.3.6.3.1 Usage of laptop computers by employees of TNPA is restricted to business purposes only, and users shall be aware of, and accept the terms and conditions of use, especially the responsibility for the security of the information held on such devices;</p> <p>4.3.6.3.2 The information stored on a laptop computer of TNPA shall be suitably protected at all times, in line with the protection measures prescribed in the IT Security Directive;</p> <p>4.3.6.3.3 Employees shall also be responsible for implementing the appropriate security measures for the physical protection of laptop computers at all times, in line with the protection measures prescribed in the IT Security Directive.</p> <p><b>4.3.6.4 Communication Security</b></p> <p>4.3.6.4.1 The application of appropriate security measures shall be instituted in order to protect all sensitive and confidential communication of TNPA in all its forms and at all times;</p>	<p>See Security Directive ICT Security</p> <p>See Security Directive ICT Security</p>
---	---



4.3.7.3	All employees of TNPA shall be made aware and trained on the content of the BCP to ensure understanding of their own respective roles in terms thereof;	
4.3.7.4	The Business Continuity Plan shall be kept up to date and re-tested periodically by the Head of Security.	
<b>5.</b>	<b>SPECIFIC RESPONSIBILITIES</b>	
5.1	<b>Chief Executive</b>	
5.1.1	<p>The CE of TNPA bears the overall responsibility for implementing and enforcing the security program of TNPA. In executing this responsibility, the CE shall:</p> <ul style="list-style-type: none"> <li>• Establish the post of the Head of Security and appoint a well-trained and competent security official in the post;</li> <li>• Establish a <b>Security Committee</b> for the company and ensure the participation of all Senior Management members of all the core business functions of TNPA in the activities of the Committee;</li> <li>• Approve and ensure compliance with this Policy and its associated Security Plans and Directives.</li> </ul>	
5.2	<b>Head of Security</b>	
5.2.1	<p>The delegated security responsibility lies with the Head of Security of TNPA who will be responsible for the execution of the entire security function and program within TNPA (co-ordination, planning, implementing, controlling). In executing his/her responsibilities, the Head of Security shall, amongst others;</p> <ul style="list-style-type: none"> <li>• Chair the Security Committee of TNPA;</li> <li>• Draft the internal Security Policy and Security Plan (containing the specific and detailed Security Directives) of TNPA in conjunction with the Security Committee;</li> <li>• Ensure that Port Security and Port Facility Security Plans are in place and reviewed annually; for all regulated ports falling under TNPA jurisdiction;</li> <li>• Review the Security Policy and Security Plan at regular intervals;</li> <li>• Conduct a security TRA of TNPA with the assistance of the Security Committee;</li> <li>• Advise management on the security implications of management decisions;</li> <li>• Implement a security risk awareness program;</li> <li>• Conduct internal compliance audits and inspections at TNPA at regular intervals;</li> <li>• Conduct preliminary enquiries on security breaches within TNPA;</li> </ul>	



<ul style="list-style-type: none"> <li>• Establish a good working relationship with both NIA and SAPS and liaise with these institutions on a regular basis.</li> </ul> <p><b>5.3 Security Committee</b></p> <p>5.3.1 The Security Committee referred to in par. 5.1.1 above shall consist of senior managers of TNPA representing all main business units of TNPA.</p> <p>5.3.2 Participation in the activities of the Security Committee by the appointed representatives of business units of TNPA shall be compulsory;</p> <p>5.3.3 The Security Committee of TNPA shall be responsible for, amongst others, assisting the Head of Security in the execution of all security related responsibilities at TNPA, including completing tasks such as drafting/reviewing of the Security Policy and Plan; conducting of a security TRA; conducting of security audits; drafting of BCP; and assisting with security risk awareness and training.</p> <p><b>5.4 Port Managers</b></p> <p>5.4.1 All Port Managers have a delegated responsibility and commensurate authority to manage security at their respective regulated ports and must account on security matters to the Head of Security's Office;</p> <p>5.4.2 Port Managers must ensure that appropriate measures are implemented and steps are taken immediately to rectify any non-compliance issues that may come to their attention. This includes taking disciplinary action against employees if warranted.</p> <p><b>5.5 Port Security Officer (PSO)</b></p> <p>5.5.1 Manage, lead, co-ordinate, plan and organise the total TNPA security function within a specified port;</p> <p>5.5.2 Carry out duties as specified in the Maritime Security Regulations 2004.</p> <p><b>5.6 Port Facilities (Terminal Operators)</b></p> <p>5.6.1 All Terminal Operators are required to manage their security in accordance with their approved Port Facility Security Plans.</p> <p>5.6.2 All Terminal Operators are required to act upon the security levels as set by the Director General, National Department of Transport.</p>	<p>See Disciplinary</p>
---	-------------------------

<p>5.6.3 All Terminal Operators are required to comply with all applicable legislation and International Legal Instruments.</p> <p><b>5.7 Line Management</b></p> <p>5.7.1 All managers of TNPA shall ensure that their subordinates comply with this policy and the Security Directives as contained in the Security Plan of TNPA at all times;</p> <p>5.7.2 Managers must ensure that appropriate measures are implemented and steps are taken immediately to rectify any non-compliance issues that may come to their attention. This includes taking disciplinary action against employees if warranted.</p> <p><b>5.8 Port Facility Security Officer (PFSO)</b></p> <p>A Port Facility Security Officer shall:</p> <p>5.8.1 Ensure that Port Facility Security Plans are developed in line with the respective overall Port Security Plan;</p> <p>5.8.2 Ensure that regular reviews are held and plans updated accordingly;</p> <p>5.8.3 Carry out functions as per the Maritime Regulations 2004; and the ISPS Code;</p> <p>5.8.4 Report incidents as provided for in Section 62 (5) of the National Ports Authority Act (Act 12 of 2005).</p> <p><b>5.9 Employees, Consultants, Contractors and Other Service Providers</b></p> <p>5.9.1 Every employee, consultant, contractor, various port users and other service providers of TNPA shall know what their security responsibilities are, accept it as part of their normal job function, and not only co-operate, but contribute to improving and maintaining security at TNPA at all times.</p> <p><b>6. AUDIENCE</b></p> <p>6.1 This Policy is applicable to all members of the management, employees, consultants, contractors, port facilities &amp; various port users and any other service providers of TNPA. It is further applicable to all visitors and members of the public visiting premises of, or may officially interact with, TNPA.</p>	
---	--

<p><b>7. ENFORCEMENT</b></p> <p>7.1 The CE of TNPA and the appointed Head of Security are accountable for the enforcement of this Policy;</p> <p>7.2 All employees of TNPA are required to fully comply with this Policy and its associated Security Directives and Port Facility Security Plans as contained in the Security Plan. Non-compliance with any prescripts shall be addressed in terms of the Disciplinary Code of TNPA;</p> <p>7.3 Prescripts to ensure compliance to this Policy and the Security Directives by all consultants, contractors, or other service providers of TNPA shall be included in the contracts signed with such individuals/institutions/companies. The consequences of any transgression/deviation or non-compliance shall be clearly stipulated in said contracts and shall be strictly enforced. Such consequences may include the payment of prescribed penalties or termination of the contract, depending on the nature of any non-compliance.</p>	<p>See Security Directive Security Training and Awareness</p>
<p><b>8. EXCEPTIONS</b></p> <p>8.1 Deviations from this Policy and its associated Security Directives will only be permitted in the following circumstances;</p> <ul style="list-style-type: none"> <li>• When security can be breached in order to save or protect the lives of people;</li> <li>• During unavoided emergency circumstances e.g. natural disasters;</li> <li>• On written permission by the CE of TNPA (reasons for allowing non-compliance to one or more aspects of the Policy and directives shall be clearly stated in such permission; no blanket non-compliance shall be allowed under any circumstances).</li> </ul>	
<p><b>9. OTHER CONSIDERATIONS</b></p> <p>9.1 The following shall be taken into consideration when implementing this Policy:</p> <p>9.1.1 Occupational Health and Safety issues within TNPA operations;</p> <p>9.1.2 Disaster management at TNPA;</p> <p>9.1.3 Disabled persons shall not be inconvenienced by physical security measures and must be catered for in such a manner</p>	<p>See Security Directive Security Audits and Inspections</p>

<p>that they have access without compromising security or the integrity of this Policy;</p>	
<p>9.1.4 Environmental issues as prescribed and regulated in relevant legislation (e.g. when implementing physical security measures that may impact on the environment).</p>	
<p><b>10. COMMUNICATING THE POLICY</b></p>	
<p>10.1 The Head of Security of TNPA shall ensure that the content of this Policy (or applicable aspects thereof) is communicated to all employees, port facilities and various port users, consultants, contractors, other service providers, clients, visitors, members of the public that may officially interact with TNPA. The Head of Security will further ensure that all security policy and directive prescriptions are enforced and complied with.</p>	
<p>10.2 The Head of Security must ensure that a comprehensive security risk awareness program is developed and implemented within TNPA to facilitate the above said communication. Communication of the Policy by means of this program shall be conducted as follows:</p> <ul style="list-style-type: none"> <li>• Awareness workshops and briefings to be attended by all employees, port facilities and various port users;</li> <li>• Distribution of memos and circulars to all employees;</li> <li>• Access to the policy and applicable directives on the intranet of TNPA.</li> </ul>	
<p><b>11. REVIEW AND UPDATE PROCESS</b></p>	
<p>11.1 The Head of Security, assisted by the Security Committee of TNPA, must ensure that this Policy and its associated Security Directives is reviewed and updated on an annual basis. Amendments shall be made to the Policy and Directives as need arises.</p>	
<p><b>12. IMPLEMENTATION</b></p>	
<p>12.1 The Head of Security of TNPA must manage the implementation process of this Policy and its associated Security Directives (contained in the Security Plan by means of an action plan (also to be included in the Security Plan of TNPA).</p>	
<p>12.2 Implementation of the Policy and its associated Security Directives is the responsibility of each and every individual this Policy is applicable to (see par. 2.1 above).</p>	

### **13. MONITORING OF COMPLIANCE**

- 13.1 The Head of Security, with the assistance of the security department and Security Committee of TNPA must ensure compliance with this policy and it's associated Security Directives by means of conducting internal security audits and inspections on a frequent basis.
- 13.2 The findings of the said audits and inspections shall be reported to the CE of TNPA forthwith after completion thereof.

### **14. DISCIPLINARY ACTION**

- 14.1 Non-compliance with this Policy and its associated Security Directives shall result in disciplinary action which may include, but is not limited to:
- Re-training;
  - Verbal and written warnings;
  - Termination of contracts in the case of contractors or consultants delivering a service to TNPA;
  - Dismissal;
  - Suspension;
  - Loss of TNPA information and asset resources access privileges.
- 14.2 Any disciplinary action taken in terms of non-compliance with this Policy and its associated directives will be in accordance with the Disciplinary Code of TNPA.

### **15. APPROVAL**

**APPROVED BY**

\_\_\_\_\_  
**Mr. K. Phihlela (CE TNPA)**

**Date:** \_\_\_\_\_

**Summary of Changes:**

Version	Status/Changes	Author	Year of Issue	
01	Second Issue	MJ Moleya	2008/09	
<b>Distribution:</b> To all				

## **ANNEXURE “1”**

### **APPLICABLE LEGISLATION AND OTHER REGULATORY FRAMEWORK DOCUMENTS**

#### **1. Applicable Legislation**

- 1.1 The Constitution Act 108 of 1996
- 1.2 The National Ports Authority Act 12 of 2005
- 1.3 Control of Access to Public Premises and Vehicles Act 53 of 1985 as amended
- 1.4 The Criminal Procedure Act 51 of 1977 as amended
- 1.5 The Protection of Information Act 84 of 1982 as amended
- 1.6 The Occupational Health and Safety Act 85 of 1993 as amended
- 1.7 The Promotion of Access to Information Act of 2 of 2000
- 1.8 Firearms Control Act 60 of 2000
- 1.9 State Information Technology Act 88 of 1998
- 1.10 Private Security Industry Regulation Act 56 of 2001
- 1.11 Trespass Act 6 of 1959 as amended
- 1.12 National Archives of South Africa Act, 43 of 1996
- 1.13 Fire Brigade Services Act, 99 of 1987 as amended
- 1.14 Public Finance Management Act, 1 of 1999
- 1.15 Public Service Regulations, of 2001
- 1.16 The National Strategic Intelligence Act, 39 of 1994
- 1.17 The National Key Points Act 102 of 1980
- 1.18 The Corruption Act, 94 of 1992
- 1.19 Prevention of Organised Crime Act, 121 of 1998
- 1.20 Protected Disclosures Act, 26 of 2000
- 1.21 Telecommunications Act, 2 of 2000
- 1.22 Prevention of Interception and Monitoring Act, 70 of 2002
- 1.23 Electronic Communication Security Act, 68 of 2002
- 1.24 The National Building Regulations and Standards Act, 103 of 1956 as amended
- 1.25 The Prevention and Combating of Corrupt Activities Act 12 of 2004
- 1.26 National Environmental Management Act, 107 of 1995

#### **2. Other Regulatory Framework Documents**

- 2.1 Minimum Information Security Standards (MISS), Second Edition March 1998;
- 2.2 Minimum Physical Security Standards (MPSS)
- 2.3 International Ship and Port Facility Security Code and SOLAS Amendments 2002;
- 2.4 Merchant Shipping Act (Maritime Security Regulations) of 2004
- 2.5 Risk Management Standard GRB 1.1 Transnet Generic Security Standard;
- 2.6 White Paper on Intelligence (1995)
- 2.7 SACSA/090/1(4) Communication Security in the RSA
- 2.8 NIA Guidance Documents: ICT Policy and Standards: Part 1 & 2
- 2.9 ISO 17799
- 2.10 National Building Regulations

## ANNEXURE “2”

### GLOSSARY AND DEFINITIONS

- “accreditation” means the official authorisation by management for the operation of an Information Technology (IT) system, and acceptance by that management of the associated residual risk. Accreditation is based on the certification process as well as other management considerations;
- “assets” means material and immaterial property of an institution. Assets include but are not limited to information in all forms and stored on any media, networks or systems, or material, real property, financial resources, employee trust, public confidence and international reputation;
- “availability” means the condition of being usable on demand to support operations, programs and services;
- “business continuity planning” includes the development of plans, measures, procedures and arrangements to ensure minimal or no interruption of the availability of critical services and assets;
- “candidate” means an applicant, an employee, a contract employee or a person acting on behalf of a contract appointee or independent contractor;
- “certification” means the issuing of a certificate certifying that a comprehensive evaluation of the technical and non-technical security features of an Information and Communication Technology system (hereinafter referred to as an ICT system) and its related safeguards has been undertaken and that it was established that its design and implementation meets a specific set of security requirements;
- “COMSEC” means the organ of state known as the Electronic Communications Security (Pty) Ltd, which was established in terms of section 2 of the Electronic Communications Security Act, 2002 (Act No. 68 of 2002) and until such time as COMSEC becomes operational, the South African Communication Security Agency will be in force;
- “critical service” means a service identified by an institution as a critical service through a Threat and Risk Assessment and the compromise of which will endanger the effective functioning of the institution;
- “document” means –
  - any note or writing, whether produced by hand or by printing, typewriting or any other similar process, in either tangible or electronic format;
  - any copy, plan, picture, sketch or photographic or other representation of any place or article;
  - any disc, tape, card, perforated roll or other device in or on which sound or any signal has been recorded for reproduction;
- “information security” includes, but is not limited to;
  - document security;
  - physical security measures for the protection of information;



- information and communication technology security;
  - personnel security;
  - business continuity planning;
  - contingency planning;
  - security screening;
  - technical surveillance counter-measures;
  - dealing with information security breaches;
  - security investigations; and
  - administration and organisation of the security function at organs of state;
- “National Intelligence Structures” means the National Intelligence Structures as defined in section 1 of the National Strategic Intelligence Act, (Act 39 of 1994);
  - “reliability check” means an investigation into the criminal record, credit record and past performance of an individual or private organ of state to determine his, her or its reliability;
  - “risk means the likelihood of a threat materialising by exploitation of a vulnerability;
  - “screening investigator” means a staff member of a National Intelligence Structure designated by the head of the relevant National Intelligence Structure to conduct security clearance investigations;
  - “security breach” means the negligent or intentional transgression of or failure to comply with security measures;
  - “security clearance” means a certificate issued to a candidate after the successful completion of a security screening investigation, specifying the level of classified information to which the candidate may have access subject to the need-to-know principle;
  - “site access clearance” means clearance required for access to installations critical to the national interests;
  - “Technical Surveillance Counter measures” (TSCM) means the process involved in the detection, localisation, identification and neutralisation of technical surveillance of an individual, an organ of state, facility or vehicle;
  - “technical/electronic surveillance” means the interception or monitoring of sensitive or proprietary information or activities (also referred to as bugging);
  - “threat” means any potential event or act, deliberate or accidental, that could cause injury to person, compromise the integrity of information or could cause the loss or damage of assets;
  - “Threat and Risk Assessment” (TRA) means, within the context of security risk management, the process through which it is determined when to avoid reduce, and accept risk, as well as how to diminish the potential impact of a threatening event;
  - “vulnerability” means a deficiency related to security that could permit a threat to materialise.

## **ANNEXURE “3”**

### **SUPPORTING DOCUMENTS**

- Security Plan containing the following:
  - Security Component Organisation Structure
  - Security Component SOP's
  - Specific Responsibilities of Key Role Players
  - Port Security Plans
  - Security Directive: Reporting of Security Breaches
  - Security Directive: Security Breaches Response Procedures
  - Security Directive: Information Security: General Responsibilities
  - Security Directive: Classification System
  - Security Directive: Security Screening
  - Security Directive: Physical Security
  - Security Directive: Access Control
  - Security Directive: ICT Security
  - Security Directive: Secure Discussion Areas
  - Security Directive: TRA
  - Security Directive: Security Audits and Inspections
- ICT Security Policy
- BCP
- OHS Policy
- Disciplinary Code

**Annex F****CULTLER SECURITY POLICY AND TRAFFIC MANAGEMENT PLAN**

**(as contained in separate PDF document uploaded on National Treasury website)**

**Annex G**

**GAS ACT NO. 48 of 2001**

**(as contained in separate PDF document uploaded on National Treasury website)**

**Annex H**

**NATIONAL PORTS ACT NO. 12 OF 2005**

**(as contained in separate PDF document uploaded on National Treasury website)**

## Annex I

## Form of Preferred Bidder Guarantee

*[To be submitted on the letterhead of the issuing institution]*

By: **[insert name of issuer of the Preferred Bidder Guarantee\_\_\_\_\_]**

**In favour of: Transnet National Ports Authority.**

Terms with initial capital letters, unless otherwise defined herein, have the meanings given to them in the RFP.

WHEREAS Transnet National Ports Authority ("**TNPA**"), a division of Transnet SOC Limited has issued a Request for Proposals ("**RFP**") in respect of the Development, Design, Financing, Construction, Operation, and Maintenance and after 25 years Decommission, Rehabilitate and Transfer of the Liquified Petroleum GasTerminal for the purpose of entering into, *inter alia*, the Terminal Operator Agreement with TNPA;

AND WHEREAS pursuant to the RFP, TNPA has selected ***[insert the names of each Member of the Preferred Bidder consortium, or the name of the Preferred Bidder]*** ("**Preferred Bidder**") as a Preferred Bidder in the RFP process for which it submitted a Bid Response;

AND WHEREAS TNPA requires the Bidder to provide and on demand guarantee in favour of TNPA in the amount of Two Million Five Hundred Thousand Rand (R2 500 000) ("**Guarantee Amount**") to secure certain undertakings or obligations of the Bidder as the Preferred Bidder under the RFP;

AND WHEREAS we, **[insert name of guarantor institution]** ("**Bank / [Insurer (substitute throughout if applicable)]**") have agreed to issue this guarantee to secure such undertakings and obligations of the Preferred Bidder ("**Preferred Bidder Guarantee**").

NOW THEREFORE

1. the Bank, duly represented by \_\_\_\_\_ being duly authorised to sign this Preferred Bidder Guarantee, hereby irrevocably and unconditionally guarantees and as a primary obligation undertakes to pay TNPA without objection or argument amounts not exceeding in aggregate the Guarantee Amount, such payment(s) to be made by the Bank upon first written

demand by TNPA being received at the Bank's counter, situated at [●], attention [●], declaring that the Preferred Bidder has:

2. **breached any law relating to the Procurement Programme or is disqualified from the Procurement Programme as a result of its actions or omissions;**
  - 2.1. **failed to extend the term of guarantee after agreeing to the TNPA's request to extend the expiry date of the Preferred Bidder Guarantee: and or**
  - 2.2. **failed to sign the Terminal Operator Agreement within the time period agreed;**
  - 2.3. **revoked, repudiated or withdrawn its Bid Response.**
3. More than one demand may be made under this Preferred Bidder Guarantee, provided that the aggregate amount payable shall not exceed the Guarantee Amount.
4. Payment of the amounts so demanded will be made without set-off or deduction to TNPA's bank account. or to other accounts as TNPA may notify the Bank in writing.
5. This Preferred Bidder Guarantee shall be valid and effective from the date of its issue until the earlier of (a) the expiry of the Bid Validity Period (as it may be extended in terms of the RFP); and (b) the date on which the Preferred Bidder complies with the requirements of any protocol issued by TNPA.
6. The Preferred Bidder Guarantee shall remain valid during the period described above notwithstanding the Bidder's insolvency, winding-up, liquidation, business rescue, dissolution or deregistration, whether provisionally or finally.
7. Notwithstanding the above provisions, this Preferred Bidder Guarantee shall terminate and be returned to the Bank within fifteen (15) Business Days of payment of an amount or amounts which, in aggregate, equal the Guarantee Amount, or of expiry of Preferred Bidder Guarantee as set out above.
8. This Preferred Bidder Guarantee shall be governed by the laws of the Republic of South Africa, and the parties hereto consent and submit for the benefit of TNPA to the non-exclusive jurisdiction of the High Court of South Africa, Gauteng Division, Pretoria.

---

Signature of Representative

---

Signature of Representative

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Annex J****GUIDELINES FOR TERMINAL OPERATOR PERFORMANCE STANDARDS****(as contained in separate PDF document uploaded on National Treasury website)**





**Bid Response Form**

We \_\_\_\_\_

*[name of entity, company, consortium, close corporation or partnership]*

of \_\_\_\_\_ *[full* \_\_\_\_\_ *address]*

\_\_\_\_\_

\_\_\_\_\_

carrying on business trading/operating as

\_\_\_\_\_

represented

by \_\_\_\_\_

in my capacity as

\_\_\_\_\_

being duly authorised thereto by a Resolution of the Board of Directors or Members or Certificate of Partners, as per Annex N (*Resolution of Board of Directors*) of this RFP (a certified copy of which is Annexed hereto) hereby offer to undertake the Project at the prices determined in terms of Part III (*Evaluation Criteria*) of this RFP).

1. We agree to be bound by those conditions in TNPA's:

1.1 terms of this RFP; and

1.2 any other standard or special conditions mentioned and or embodied in this RFP or Terminal Operator Agreement.

2. We accept that unless TNPA should otherwise decide and so inform us in the letter of appointment, our Bid Response (and, if any, its covering letter and any subsequent exchange of correspondence), together with TNPA's acceptance thereof shall constitute a binding contract between TNPA and us.

3. Should TNPA decide that the Terminal Operator Agreement should be negotiated and entered into with us, this Bid Response (and, if any, its covering letter and any subsequent exchange of correspondence) together with TNPA's letter of appointment, shall constitute a binding contract between TNPA and us until the formal contract is signed.
4. We further agree that if, after we have been notified of the acceptance of Bid Response, we fail to enter into the Terminal Operator Agreement, or fail to commence the provision of services within 24 (twenty four) months thereafter, TNPA may, without prejudice to any other legal remedy which it may have, recover from us any expense to which it may have been put in calling for Bid Responses afresh and or having to accept any less favourable Bid Response.

We accept that the Terminal Operator Agreement resulting from this offer will be for a period of 25 (twenty-five) years only. Furthermore, we agree to the penalty Clauses to be negotiated with TNPA, which will allow TNPA to invoke a penalty against us for non-compliance with material terms of this RFP including the delayed delivery of the services due to non-performance by ourselves, failure to meet Economic Development and or B-BBEE Improvement Plan commitments. In addition, we agree that non-compliance with any of the material terms of the RFP, including those mentioned above, will constitute a material breach of the Terminal Operator Agreement and provide TNPA with cause for cancellation.

#### 5. ADDRESS FOR NOTICES

- 5.1 The law of the Republic of South Africa shall govern any contract created by the acceptance of this RFP. The *domicilium citandi et executandi* shall be a place in the Republic of South Africa to be specified by the Bidder hereunder, at which all legal documents may be served on the Bidder who shall agree to submit to the jurisdiction of the courts of the Republic of South Africa. Foreign Bidders shall, therefore, state hereunder the name of their authorised representative in the Republic of South Africa who has the power of attorney to sign the Terminal Operator Agreement which may have to be entered into in the event of their Bid Response being accepted and to act on their behalf in all matters relating to such Terminal Operator Agreement.

- 5.2 Bidder to indicate the details of its *domicilium citandi et executandi* hereunder:

Name of Entity:

---

Facsimile:

---

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## 6. NOTIFICATION OF AWARD OF RFP

- 6.1 As soon as possible after approval to award the appointment of the Preferred Bidder, the Preferred Bidder will be informed of the acceptance of its Bid Response. Unsuccessful Bidders will be advised in writing of the name of the Preferred Bidder and the reason as to why their Bid Responses have been unsuccessful, for example, in the category of administrative responsiveness, technical criteria, B-BBEE status or for any other reason.

## 7. VALIDITY PERIOD

- 7.1 TNPA requires a validity period of 365 (three hundred and sixty five) calendar days from the Bid Submission Date against this RFP.

## 8. NAME(S) AND ADDRESS / ADDRESSES OF DIRECTOR(S) OR MEMBER(S)

- 8.1 The Bidder must disclose hereunder the full name(s) and address(s) of the director(s) or members of the consortium, company or close corporation [C.C.] on whose behalf the RFP is submitted.

- 8.2 Registration number of company or CC

\_\_\_\_\_

- 8.3 Registered name of company or CC or name of consortium

\_\_\_\_\_

- |     |   |                   |
|-----|---|-------------------|
| 8.4 | Full name(s) of director or member(s)<br>ID Number(s) | Address/Addresses |
|-----|---|-------------------|

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## 9. CONFIDENTIALITY

- 9.1 All information related to this RFP is to be treated with strict confidence. In this regard Bidders are required to complete and return a signed copy of Annex P (*Certificate of Acquaintance with RFP Documents*) with Annex M (*Non-Disclosure Agreement*) Annexed to this RFP. All information related to the Terminal Operator Agreement, both during and after completion thereof, will be treated with strict confidence. Should the need however arise to divulge any information gleaned from provision of the services, which is either directly or indirectly related to TNPA's business, written approval to divulge such information must be obtained from TNPA.

## 10. DISCLOSURE OF THE CONCESSION TENDERED

- 10.1 Bidders must indicate below whether TNPA may disclose their tendered concession and conditions to other Bidders:

YES		NO	
-----	--	----	--

## 11. RETURNABLE DOCUMENTS

- 11.1 All sections, must be signed, stamped and dated by the Bidder. Bid Returnable Documents means all the documents, sections and Annexes, as listed in the tables below.

- 11.2 Mandatory Returnable Documents

***Failure to provide all mandatory Returnable Documents at the closing date and time of this tender will result in a Bidder's disqualification. Bidders are therefore urged to ensure that all these documents are returned with their Bid Responses.***

- 11.2.1 Please confirm submission of the mandatory Returnable Documents detailed below by so indicating [Yes or No] in the table below:

MANDATORY RETURNABLE DOCUMENTS	RFP REFERENCE	SUBMITTED [Yes or No]
Part II: Minimum BEE certificate (four), valid B-BBEE verification certificate which is not older than 12 months and is issued by a SANAS certified agency at Bid Submission Date		

### 11.3 Essential Returnable Documents

11.3.1 Bidders are further required to submit with their Bid Responses the following essential Returnable Documents as detailed below.

***Failure to provide all essential Returnable Documents may result in a Bidder's disqualification at TNPA's sole discretion. Bidders are therefore urged to ensure that all these documents are returned with their Bid Responses.***

11.3.2 Please confirm submission of these essential Returnable Documents by so indicating [Yes or No] in the table below.

11.3.3 Full responses and documentation in respect of each qualification criterion in Part II of the RFP, including the following:

ESSENTIAL RETURNABLE DOCUMENTS & SCHEDULES	RFP REFERENCE	SUBMITTED [Yes or No]
<b>2. Business Case - Financial Qualification Criteria</b>		
<b>2.1</b> Profitability EBITDA		
<b>2.2</b> Proposed funding model		
<b>2.3</b> Past experience in raising capital		
<b>2.4</b> Operational Costs (Projected)		
<b>2.5</b> Operational Revenue (Projected)		

ESSENTIAL RETURNABLE DOCUMENTS & SCHEDULES		RFP REFERENCE	SUBMITTED [Yes or No]
2.6	Key Financial Indicators (Projected)		
2.7	Key Financial Ratios (Projected)		
3.	<b>Business Case - Technical Qualification Criteria</b>		
2.1	Previous Experience		
2.2	Throughput Volumes		
2.3	Market and Sustainability Analysis		
2.4	Commercial and Operations Analysis		
2.5	Project Schedule		
2.6	Preliminary Design		
2.7	SHE Requirements		
4.	<b>Evaluation Criteria</b>		
3.1	Rental offer		
3.2	Black Ownership Commitments		
3.3	B-BBEE Improvement Plan		
3.3	Development Phase		
3.4	Operational Phase		
5.	A Mark-up of the Terminal Operator Agreement		
ANNEXES		RFP REFERENCE	SUBMITTED [Yes or No]
Annex A ( <i>Bid Notice</i> )		N/A	TNPA Document
Annex K ( <i>Bid Response Form</i> )		N/A	

ESSENTIAL RETURNABLE DOCUMENTS & SCHEDULES	RFP REFERENCE	SUBMITTED [Yes or No]
Annex L ( <i>TNPA Declaration of Bidder</i> )	N/A	
Annex M ( <i>Non-Disclosure Agreement</i> )	N/A	
Annex N ( <i>Resolution of Board of Directors</i> )	N/A	
Annex O ( <i>Resolution of Each Member</i> )	N/A	
Annex P ( <i>Certificate of Acquaintance with the RFP Documents</i> )	N/A	
Annex Q ( <i>Declaration of Interest</i> )	N/A	
Annex R ( <i>Tax Clearance Requirements</i> )	N/A	
Annex S ( <i>Certificate of Acquaintance with the Requirements of the RFP</i> )		
Annex T ( <i>Certificate of Acquaintance with Conditions of Contract with TNPA</i> )		
Annex Y ( <i>Standard RFP Response Form: Information about Bidder</i> )		
Annex Z ( <i>Lenders Support Letter</i> )		
Annex AA ( <i>Financial Support Letter</i> )		
Annex BB ( <i>B-BBEE Verification Certificate</i> )		
Annex CC ( <i>Business Case</i> )		
Annex DD ( <i>Rental Offer</i> )		
Annex EE ( <i>Plan of Black Ownership Commitments</i> )		
Annex GG ( <i>Economic Development Guidelines</i> )		
Annex HH ( <i>Development Phase Value Summary</i> )		
Annex II ( <i>Operational Phase Value Summary</i> )		



ESSENTIAL RETURNABLE DOCUMENTS & SCHEDULES	RFP REFERENCE	SUBMITTED [Yes or No]
Annex JJ ( <i>Economic Development Plan</i> )		
Annex KK ( <i>Terminal Operator Agreement</i> )		

12. CONTINUED VALIDITY OF RETURNABLE DOCUMENTS

- 12.1 The Preferred Bidder will be required to ensure the validity of all returnable documents, including but not limited to its Tax Clearance Certificate and valid B-BBEE verification certificate, for the duration of any contract emanating from this RFP. Should the Preferred Bidder be awarded the Terminal Operator Agreement and fail to present TNPA with such renewals as and when they become due, TNPA shall be entitled, in addition to any other rights and remedies that it may have in terms of the Terminal Operator Agreement, to terminate such Terminal Operator Agreement forthwith without any liability and without prejudice to any claims which TNPA may have for damages against the Bidder. **By**

12.2

signing these RFP documents, the Bidder is deemed to acknowledge that it has made itself thoroughly familiar with all the conditions governing this RFP, including those contained in any printed form stated to form part hereof, and TNPA will recognise no claim for relief based on an allegation that the Bidder overlooked any such condition or failed properly to take it into account for the purpose of calculating tendered concession or otherwise.

SIGNED at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_

SIGNATURE OF WITNESSES

ADDRESS OF WITNESSES

1 \_\_\_\_\_

\_\_\_\_\_

Name \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2 \_\_\_\_\_

\_\_\_\_\_

Name \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

SIGNATURE OF RESPONDENT'S AUTHORISED REPRESENTATIVE:

\_\_\_\_\_

NAME: \_\_\_\_\_

DESIGNATION: \_\_\_\_\_

**Annex L****TNPA Declaration of Bidder**

NAME OF ENTITY: \_\_\_\_\_

**[insert name of Bidder] ("the Bidder")]**

We \_\_\_\_\_ do hereby certify that:

1. In this declaration, words and expressions which are defined in the Request for Proposals for 25 (twenty five) year concession for the Development, Design, Financing, Construction, Operation, Maintenance and after 25 years Decommission, Rehabilitate and Transfer of the Liquified Petroleum Gas Terminal at the Port of Durban back to TNPA, Tender No: TNPA/2022/06/14/RFP shall bear the same meaning when used in this letter, unless the context requires otherwise.
2. The Bidder further certifies that:
  - 2.1 the TNPA has supplied and we have received appropriate responses to any or all questions, as applicable, which were submitted by ourselves for the RFP clarification purposes;
  - 2.2 we have received all information we deemed necessary for the completion of this RFP;
  - 2.3 at no stage have we received additional information relating to the subject matter of this RFP from the TNPA sources, other than information formally received from the designated the TNPA contact(s) as nominated in the RFP documents;
  - 2.4 we are satisfied, insofar as our entity is concerned, that the processes and procedures adopted by the TNPA in issuing this RFP and the requirements requested from Bidders in responding to this RFP have been conducted in a fair and transparent manner; and
  - 2.5 furthermore, we declare that a relationship formed on the basis of any one or more of family (including spouses and in-laws), friendship, business acquaintance, professional engagement, or employment exists or does not exist [delete as applicable] between an owner or member or director or partner or shareholder of our entity and an employee or board member of the TNPA including any person who may be involved in the evaluation and or adjudication of this Bid.
  - 2.6 In addition, we declare that an owner or member or director or partner or shareholder of our entity is or is not [delete as applicable] an employee or board member of the TNPA.

2.7 If such a relationship as indicated in paragraph 2.5 and or 3 exists, the Bidder is to complete the following section:

FULL NAME OF OWNER/MEMBER/DIRECTOR/PARTNER/SHAREHOLDER:

---

ADDRESS:

---

Indicate nature of relationship with TNPA:

---

DATE:

---

SIGNATURE:

---

***[Failure to furnish complete and accurate information in this regard will lead to the disqualification of a response and may preclude a Bidder from doing future business with TNPA]***

2.8 We declare, to the extent that we are aware or become aware of any relationship between ourselves and the TNPA (other than any existing and appropriate business relationship with the TNPA) which could unfairly advantage our entity in the forthcoming adjudication process, we shall notify TNPA immediately in writing of such circumstances.

2.9 We accept that any dispute pertaining to this Bid Response will be resolved through the Ombudsman process and will be subject to the Terms of Reference of the Ombudsman. The Ombudsman process must first be exhausted before judicial review of a decision is sought.

2.10 We further accept that TNPA reserves the right to reverse an award of business or decision based on the recommendations of the Ombudsman without having to follow a formal court process to have such award or decision set aside.

SIGNED at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

For and on behalf of

AS WITNESS:

\_\_\_\_\_

duly authorised hereto

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Position: \_\_\_\_\_

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Place: \_\_\_\_\_

**Non-Disclosure Agreement****NON-DISCLOSURE AGREEMENT****BETWEEN**

---

**(Reg .....)****AND****TRANSNET SOC Ltd,****acting through its operating division****TRANSNET NATIONAL PORTS AUTHORITY****(Reg 1990/000900/30)**

This agreement entered into between

\_\_\_\_\_ located at ..... and

Transnet SOC Ltd, acting through its operating division, Transnet National Ports Authority ("TNPA"),

(hereinafter referred to respectively as 'a Party' or 'the Parties'),

concerns the safeguarding of proprietary and company confidential information to be provided by each  
Party to the other in connection with discussions regarding

\_\_\_\_\_  
\_\_\_\_\_

**WITNESSED THAT:** It is agreed between the Parties as follows:

1. For purposes of this Agreement, company confidential and/or proprietary information, hereinafter called "proprietary Information", shall be construed to mean any information disclosed by a Party to the other Party, including without limitation all computer software, which is identified as such by an appropriate stamp or legend or any other notice in writing, or when disclosed orally, has been identified as proprietary at the time of disclosure and has been promptly (30 (thirty) days at the latest) confirmed and designated in writing as Proprietary Information of the disclosing party, hereinafter called the 'Disclosing Party', in either hard copy or electronic media and which each Party considers to be material to its



- business operations, including, without limitation, wage and salary information, technical information, commercial information, financial information and personnel records.
2. The receiving party, hereinafter called the 'Receiving Party' of any Proprietary Information covenants that, for a period of 7 (seven years) from the effective date of this Agreement, the Proprietary Information received from the Disclosing Party:
    - 2.1 shall not be used, duplicated, in whole or in part, for any purpose other than the purpose here above stated, without the prior written consent of the Disclosing Party,
    - 2.2 shall be protected and kept in confidence said Proprietary Information by using the same degree of care and safeguard as it uses to protect its own Proprietary Information of like importance,
    - 2.3 shall only be disclosed to persons within the Receiving Party's organisation who have a need to know and solely for the purpose mentioned in the preamble.
    - 2.4 Nothing contained in the Agreement shall be construed as granting or conferring, expressly or impliedly, any rights in or title to the proprietary information disclosed hereunder. It is agreed that no license under any patents of either Party is granted by this Agreement or by any disclosure or use of such Proprietary Information which:
      - 2.5 Was at the time of receipt otherwise known to the Receiving Party
      - 2.6 Has been published or is otherwise within the public knowledge or is generally known to the public at the time of its disclosure to the Receiving Party
      - 2.7 Subsequently is developed independently in good faith by employees of the Receiving Party who did not have access to the Proprietary Information
      - 2.8 Becomes legally known or available to the Receiving Party from a source other than the Disclosing Party, and without breach of the Agreement by the recipient
      - 2.9 Becomes part of the public domain without breach of the Agreement by the recipient
      - 2.10 Is so disclosed or used with the written approval of the Disclosing Party
      - 2.11 Unless extended in writing by mutual agreement and unless earlier terminated as hereafter, this Agreement shall terminate upon the expiration of 7 (seven) years from its effective date. This Agreement including all rights and obligations of the Parties hereto, except the obligations specified in paragraph 2 hereof, may be earlier terminated by either Party by

operation of law and without demand at any time upon 30 (thirty) days written notice. The end of termination of the Agreement shall not relieve either Party from complying with the obligations of paragraph 2 with respect to the use and protection of the Proprietary Information received prior to the date of termination or the end of this Agreement. Such obligations shall continue for the period applicable as set forth in said paragraph.

- 2.12 Each Party shall bear its own costs incurred under or in connection with the Agreement. Nothing in the Agreement shall be construed as an obligation by either Party to enter into a contract, subcontract or any other business relationship with the other Party or to disclose any Proprietary Information to the other Party.
- 2.13 It is understood that this Agreement constitutes a Non-Disclosure Agreement only. Nothing in this Agreement shall grant either Party the right to make any commitments of any kind for, or on behalf of, the other Party without the prior written consent of the other Party.
- 2.14 This Agreement and the rights and obligations hereunder may not be transferred or assigned by a Party without the proper written approval of the other Party hereto.
- 2.15 This Agreement shall be governed by and interpreted in accordance with the laws of the Republic of South Africa
- 2.16 Any dispute arising from or in connection with this Agreement, which cannot be settled amicably by the Parties, shall be finally resolved in accordance of the Arbitration Foundation of Southern Africa (AFSA) by an arbitrator or arbitrators appointed by the Foundation. The arbitration will be held in Sandton, Johannesburg, in accordance with the formalities of AFSA rules and procedure settled by the arbitrator and may be held in informal and summary manner, on the basis that it will not be necessary to observe or carry out the usual formalities or procedures, pleadings or the strict rules if the evidence.
- 2.17 Any Proprietary Information (and copies thereof) disclosed by a Party to the other Party shall remain the property of the Disclosing Party and shall be returned by the Receiving Party immediately upon request.
- 2.18 Any Proprietary Information disclosed by the Parties under this Agreement, shall be identified by the Disclosing Party as Proprietary Information at the time of disclosure, and the disclosure, protection, use and handling of such information shall be in accordance with the security procedures prescribed by the South African government.
- 2.19 In the event of one Party visiting any of the facilities of the other Party, the visiting party undertakes that any further Proprietary Information relating to the Party being visited which

may come to the visiting Party's knowledge as a result of any such visit, including without limitation, any information relating to plant and equipment which may be seen at such facilities, the methods of operation thereof and the various applications thereof shall be kept strictly confidential and be subject to the same protection as is provided for in Clause 2 above.

- 2.20** The execution, existence and performance of the Agreement shall be kept confidential by the Parties and shall not be disclosed by a Party without the prior consents of the other Party.
- 2.21** This Agreement constitutes the entire agreement between the Parties with respect to the subject matter hereof and supersedes and cancels all prior representations, negotiations, commitments, undertakings, communications whether oral or written, acceptances, understanding and agreements between the Parties with respect to or in connection with any of the matters or things to which such Agreement applies or refers.
- 2.22** The Parties hereby represent that the disclosure of Proprietary Information by and between themselves is not contrary to the laws and regulations of the Republic of South Africa.
- 2.23** With respect to any exchange of Proprietary Information which may occur as a result of the Agreement, it is expressly understood and agreed that the below listed employees shall, on behalf of the respective Parties be the exclusive individuals authorized to receive and or transmit Proprietary Information under the Agreement:

\_\_\_\_\_  
TNPA

- 2.23.1** As regard the individuals identified in Paragraph Error! Reference source not found. here above, each Party shall have the right and power to redesignate such persons within their organisation as are authorized to receive/transmit Proprietary Information, which are made by a Party, shall be effected by rendering written notice of such change to the other Party.
- 2.23.2** The Parties agree that this Agreement shall be drafted in the English language.

*IN WITNESS WHEREOF*, the Parties hereto have to set their hands as of the date first above written.

TNPA

\_\_\_\_\_

Date: .....

Place:

Witness 1: (Name, Address, Signature, Date).....

.....  
.....

Witness 2: (Name, Address, Signature, Date) .....

.....  
.....

**Terminal Operator**

\_\_\_\_\_

**Date:** .....

**Place:**

**Witness 1:** (Name, Address, Signature, Date).....

.....  
.....

**Witness 2:** (Name, Address, Signature, Date).....

.....  
.....



## Annex N

## Resolution of Board of Directors

(TO BE COMPLETED BY LEAD MEMBER OF A BIDDER CONSORTIUM OR BY THE  
PROJECT COMPANY IF ESTABLISHED AT BID SUBMISSION DATE)

[Name of Entity] (Registration Number: [insert])

(the "Company")

---

RESOLUTION OF THE BOARD OF DIRECTORS OF THE COMPANY PASSED AT A MEETING HELD  
ON [•],

---

RESOLVED THAT:

1. the Company participates as the Bidder **[OR, in the case of a Bidder consortium]**, in the **[insert name of Bidder]** consortium ("Bidder") in responding to the RFP issued by the TNPA on or about **[insert date]** under Tender Reference number TNPA/2022/06/14/RFP, in respect of the for 25 (twenty five) year concession for the Development, Design, Financing, Construction, Operation and Maintenance, and after 25 years Decommission, Rehabilitate and Transfer of the Liquified Petroleum Gas Terminal at the Port of Durban,
2. **[Note: This paragraph is for Bidders that are consortia]** the Company, by agreement with the other Members, be the Lead Member of the Bidder consortium (the "Lead Member"); and
3. **[Note: This paragraph is for all Bidders]****[insert name of authorised individual in the Company]** be and hereby is authorised to enter into, sign, execute and complete any documents relating to this Bid Response and any subsequent agreement for the provision of services.

Signed by the Directors

\_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

## Annex O

## Resolution of each Member

(OTHER THAN THE LEAD MEMBER) OF A BIDDER CONSORTIUM OR EACH  
SHAREHOLDER OF A BIDDER PROJECT COMPANY

[Name of Entity] (Registration number: [insert])

(the "Company")

RESOLUTION OF THE BOARD OF DIRECTORS OF THE COMPANY PASSED AT A  
MEETING HELD ON [INSERT DATE]

## RESOLVED THAT:

1. the Company participates as the Bidder **[OR, in the case of a Bidder consortium]**, in the **[insert name of Bidder]** consortium ("Bidder") in responding to the RFP issued by the TNPA on or about **[insert date]** under Tender Reference number TNPA/2022/06/14/RFP, in respect of the for 25 (twenty five) year concession for the Development, Design, Financing, Construction, Operation and Maintenance, and after 25 years Decommission, Rehabilitate and Transfer of the Liquefied Natural Gas Terminal at the Port of Durban,
2. **[Note: This paragraph is for Bidders that are consortia]**the Company, by agreement with the other Members, be the Lead Member of the Bidder consortium (the "Lead Member"); and
3. **[Note: This paragraph is for all Bidders]**[insert name of authorised individual(s) in the Company] be and hereby is authorised to authorised to enter into, sign, execute and complete any documents relating to this Bid Response and any subsequent agreement for the provision of services.

Signed by the Directors

\_\_\_\_\_

Name: \_\_\_\_\_



Date: \_\_\_\_\_

**Annex P****Certificate of Acquaintance with RFP Documents****NAME OF ENTITY:**

- 
1. We \_\_\_\_\_ do hereby certify that we acquainted ourselves with all the documentation comprising this RFP and all conditions contained therein, as laid down by TNPA for the carrying out of the Project for which we submitted our Bid Response.
  2. We furthermore agree that TNPA shall recognise no claim from us for relief based on an allegation that we overlooked any RFP or contract condition or failed to take it into account for the purpose of calculating our offered concession or otherwise.
  3. We accept that an obligation rests on us to clarify any uncertainties regarding this bid which we may have, before submitting the Bid Response. We agree that we will have no claim based on an allegation that any aspect of this RFP was unclear but in respect of which we failed to obtain clarity.
  4. We understand that the accompanying Bid Response will be disqualified if this Certificate is found not to be true and complete in every respect.
  6. For the purposes of this Certificate and the accompanying Bid Response, we understand that the word "competitor" shall include any individual or organisation, other than the Bidder, whether or not affiliated with the Bidder, who:
    - 6.1 has been requested to submit a Bid Response in respect of the RFP;
    - 6.2 could potentially submit a Bid Response in response to RFP, based on their qualifications, abilities or experience; and
    - 6.3 provides the same services as the Bidder and/or is in the same line of business as the Bidder.
  7. The Bidder has arrived at the accompanying Bid Response independently from, and without consultation, communication, agreement or arrangement with any competitor. However

communication between partners in a joint venture or consortium will not be construed as collusive bidding.

8. In particular, without limiting the generality of paragraph 5 above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
  - 8.1 prices;
  - 8.2 geographical area where Services will be rendered (market allocation);
  - 8.3 methods, factors or formulas used to calculate concession;
  - 8.4 the intention or decision to submit or not to submit, a Bid Response;
  - 8.5 the submission of a Bid Response which does not meet the specifications and conditions of the RFP; or
  - 8.6 bidding with the intention not being awarded Preferred Bidder status.
9. In addition, there have been no consultations, communications, agreements or arrangements with any competitor regarding the quality, quantity, specifications and conditions or delivery particulars of the services to which this RFP relates.
10. The terms of the accompanying Bid Response 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.
11. We are aware that, in addition and without prejudice to any other remedy provided to combat any restrictive practices related to bids and contracts, Bid Responses 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 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 10 (ten) years in terms of the Prevention and Combating of Corrupt Activities Act 12 of 2004 or any other applicable legislation.

SIGNED at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_.

SIGNATURE OF WITNESS

\_\_\_\_\_

SIGNATURE OF BIDDER

---

## Annex Q

## Declaration of Interest

## 1. General

- 1.1. This Declaration of Interest Form is to be duly completed and signed by each Bidder which is a Project Company, each Shareholder thereof, and where the Bidder is a consortium, by each Member of the Bidder (for purposes of this Declaration, the "Member").
- 1.2. Failure to complete this form may lead to disqualification.
- 1.3. 'Related' in this form means a relationship formed on the basis of any one or more of (i) family (including spouses and in-laws), (ii) friendship, (iii) business acquaintance, (iv) professional engagement, or (v) employment).

## 2. Disclosure of Interest

- 2.1. Please state if the Bidder or any Member or any individual who is a director, officer, employee or shareholder of any Member is Related, in any manner, to any employee of the TNPA or Transnet and or to any other Government official or person directly involved in the Procurement Programme in respect of the Liquefied Petroleum Gas Terminal, who may be involved with the evaluation of Bid Responses.

**Yes / No** [*The Member is required to circle the applicable response*]

If so, state particulars:

.....

.....

.....

- 2.2. Please state if the Bidder or any Member or any individual who is a director, officer, employee or shareholder of any Member is Related, in any manner, to any employee of the TNPA or Transnet and or any other Government official or person with the ability to influence the

decision of TNPA with respect to the appointment of the Preferred Bidder and or the Reserve Bidder.

**Yes / No** [*The Member is required to circle the applicable response*]

If so, state particulars:

.....

.....

.....

- 2.3. Is any national public entity, or provincial public entity (both as defined in the Public Finance Management Act 1 of 1999), or a person employed by a national public entity or a provincial public entity, a Contractor of or participating as a Member, or a shareholder (direct or indirect) of any Member, of the Bidder?**

**Yes / No** [*The Member is required to circle the applicable response*]

If so, state particulars:

.....

.....

.....

**3. Declaration in respect of Litigation**

- 3.1. Please describe the extent of any material pending or threatened litigation or legal proceedings (civil or criminal, and including any investigations or complaint proceedings conducted against the Member in terms of the Competition Act, 89 of 1998 or in terms of any other legislation providing for investigations or complaint proceedings) in which the Member is involved as at the Bid Submission Date, or has been involved during the last 5 (five) years, instituted by any South African organ of state against the Member. If the Bidder or Member has something to declare, please provide all details in the space provided below. If the Bidder or Member has nothing to declare, please insert "*nothing to declare*" in the space provided below. [*Add extra pages to be appended to this Declaration if necessary.*]**

.....

.....

.....

.....

.....

.....

**3.2. Please describe in detail:**

**3.2.1. all occurrences of a failure by the Member to timeously complete any contracts (a) with any South African organ of state; or (b) relating to any Government project or procurement programme;**

**3.2.2. any incidences of damages deducted or recovered within the last 5 (five) years by any South African organ of state in relation to a contract with the Member, or by any person in relation to any Government project or procurement programme; and**

**3.2.3. any contract between the Member and any South African organ of state which was terminated during the past five years on account of failure by the Member to perform on or to comply with the contract. If the Bidder or Member has something to declare, please provide all details in the space provided below. If the Bidder or Member has nothing to declare, please insert "*nothing to declare*" in the space provided below. *[Add extra pages to be appended to this Declaration if necessary.]***

.....

.....

.....

.....

.....

.....

**4. Declaration of Past Supply Chain Practices**

- 4.1. Is the Member or any of its directors listed on the National Treasury database as companies or persons prohibited from doing business with the State / public sector?**

**Yes / No** [*The Member is required to circle the applicable response*]

If yes, state particulars:

.....

.....

.....

- 4.2. Is the Member or any of its directors listed on the Register for Tender Defaulters in terms of section 29 of the Prevention and Combating of Corrupt Activities Act 12 of 2004?**

- 4.3. Yes / No** [*The Member is required to circle the applicable response*]

If yes, state particulars:

.....

.....

.....

- 4.4. Was the Member or any of its directors convicted by a court of law (including a court outside of the Republic of South Africa) for fraud or corruption during the past five years?**

**Yes / No** [*The Member is required to circle the applicable response*]

If yes, state particulars:

.....

.....

.....

DECLARATION



I, the undersigned (Name of authorised individual representing the Member)

---

CERTIFY THAT THE INFORMATION FURNISHED IN THIS DECLARATION IS COMPLETE, TRUE AND CORRECT. I ACCEPT THAT THE TNPA MAY DISQUALIFY MY BID RESPONSE IN THE EVENT THAT THE INFORMATION FURNISHED ABOVE IS IN ANY RESPECT UNTRUE, INCORRECT OR INCOMPLETE.

Signature\_\_\_\_\_

Date\_\_\_\_\_

Position\_\_\_\_\_

Name of Member\_\_\_\_\_

Name of Bidder\_\_\_\_\_

**Who warrants his / her authority hereto**

**Annex R****Tax Clearance Requirements**

1. It is a condition of bidding in response to this RFP that:
  - 1.1. the taxes of a Bidder and its Members must be in order, or that satisfactory arrangements have been made with the South African Revenue Services ("**SARS**") or other local revenue authority for the relevant Bidder to meet its tax obligations;
  - 1.2. the form "Application for Tax Clearance Certificate TCC 001", available on the official SARS website or at any SARS office, must be completed in all respects and submitted to SARS where the Bidder is registered for tax purposes. SARS will then furnish the Bidder with a Tax Clearance Certificate that will be valid for a period of six (6) months from the date of issue.
2. Each Bidder and its Members established or incorporated in South Africa more than 365 days prior to the Bid Submission Date must submit an original and valid Tax Clearance Certificate with the Bidder's Bid Response.
3. Each Bidder and its Members established or incorporated in South Africa within the last 365 days of the Bid Submission Date must submit proof that an application for a Tax Clearance Certificate has been submitted and received by SARS, with the Bidder's Bid Response.
4. A Bidder and its Members which are not established or incorporated in South Africa must produce a tax clearance certificate or equivalent certificate translated into English, if applicable, from the local revenue authority where they are established or incorporated to demonstrate that they are in good standing with that authority.

**Annex S****Certificate of Acquaintance with the Requirements of the RFP**

NAME OF ENTITY:

\_\_\_\_\_

We **[insert name of Bidder]** \_\_\_\_\_ do hereby certify that we acquainted ourselves with all the documentation comprising the requirements of the RFP as received on \_\_\_\_\_ ***[insert date]*** from TNPA in respect of the Project for which we submitted our Bid Response.

We furthermore agree that TNPA shall recognise no claim from us for relief based on an allegation that we overlooked any terms and conditions of the RFP or failed to take it into account for the purpose of calculating our offered concession or otherwise.

SIGNED at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

\_\_\_\_\_

SIGNATURE OF WITNESS

\_\_\_\_\_

SIGNATURE OF BIDDER

**Annex T****Certificate of Acquaintance with Conditions of Contract with TNPA**

NAME OF ENTITY: **[insert name of Bidder]** \_\_\_\_\_

We \_\_\_\_\_ do hereby certify that we acquainted ourselves with all the documentation comprising the Terminal Operator Agreement and the provisions of Clause 21.4 of Part I of the RFP as received on \_\_\_\_\_ **[insert date]** from TNPA in respect of the Project for which we submitted our Bid Response.

We furthermore agree that TNPA shall recognise no claim from us for relief based on an allegation that we overlooked any requirement of the Terminal Operator Agreement or failed to take it into account for the purpose of calculating our offered concession or otherwise.

**We also note the obligations as set out in the Terminal Operator Agreement.**

SIGNED at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
SIGNATURE OF WITNESS

\_\_\_\_\_  
SIGNATURE OF BIDDER

**Annex U****Breach of Law Form**

NAME OF ENTITY:

\_\_\_\_\_

We \_\_\_\_\_

do hereby certify that we **have/have not** been **[delete as applicable]** found guilty during the preceding 5 (five) years of a serious breach of law, including but not limited to a breach of the Competition Act, 89 of 1998, by a court of law, tribunal or other administrative body. The type of breach that the Bidder is required to disclose excludes relatively minor offences or misdemeanours, e.g. traffic offences.

Where found guilty of such a serious breach, please disclose:

NATURE OF BREACH:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

DATE OF BREACH:

\_\_\_\_\_

Furthermore, we acknowledge that TNPA reserves the right to exclude any Bidder from the bidding process, should that person or entity have been found guilty of a serious breach of law, tribunal or regulatory obligation.

SIGNED at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_.

\_\_\_\_\_

SIGNATURE OF WITNESS

\_\_\_\_\_

SIGNATURE OF BIDDER

## Annex V

## RFP Clarification Request Form

RFP No: TNPA 2016/04/015/CM

RFP deadline for questions / RFP Clarifications: Before 12h00 10 February 2023

TO: TNPA

ATTENTION: The Tender Administrator

EMAIL:

DATE: \_\_\_\_\_

FROM: \_\_\_\_\_

RFP Clarification No *[to be inserted by TNPA]*

.....
-------

## REQUEST FOR RFP CLARIFICATION

[illegible]

---

---

**Annex W****LIQUEFIED PETROLEUM GAS ROLL OUT STRATEGY**

**(as contained in separate PDF document uploaded on National Treasury website)**

**Annex X****Supplier Integrity Pact**

1. **TNPA's Integrity Pact requires a commitment from Bidders to TNPA that they have not, nor will they engage in any:**

- 1.1 corrupt and fraudulent practices;
  - 1.2 anti-competitive practices; and
  - 1.3 act in bad faith towards each other.
2. The Integrity Pact also serves to communicate TNPA's Gift Policy as well as the remedies available to TNPA where a Bidder contravenes any provision of the Integrity Pact.
3. Bidders are required to familiarise themselves with the contents of the Integrity Pact which is available on the Transnet Internet site [[www.transnet.net/Tenders/Pages/default.aspx](http://www.transnet.net/Tenders/Pages/default.aspx)] or on request.

NAME \_\_\_\_\_ OF \_\_\_\_\_ ENTITY:

We \_\_\_\_\_ do hereby certify that we have acquainted ourselves with all the documentation comprising the TNPA Integrity Pact. We agree to fully comply with all the terms and conditions stipulated in the TNPA Supplier Integrity Pact.

4. We furthermore agree that TNPA shall recognise no claim from us for relief based on an allegation that we overlooked any terms and conditions of the Integrity Pact or failed to take it into account for the purpose of submitting our offer.
5. We confirm having been advised that a signed copy of this Schedule can be submitted in lieu of the entire TNPA Integrity Pact as confirmation in terms of the Returnable Schedule.

SIGNED at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_.

\_\_\_\_\_

SIGNATURE OF WITNESS

\_\_\_\_\_

SIGNATURE OF BIDDER



## Annex Y

### Standard RFP Response Form: Information about Bidder

#### 1. INSTRUCTIONS FOR COMPLETION OF THE RESPONSE FORM

##### 1.1. Structure of the Questionnaire

- 1.1.1. The responses to the information requests set out in clause **67.2.1** (*Information about the Bidder and the Project*) of Part II (*Qualification Criteria*) of the RFP must be submitted as requested and provided for in the response forms contained in this Annex Y (*Standard RFP Response Form: Information about the Bidder*) of the RFP.
- 1.1.2. The questionnaire has been structured in sections so that the capability and suitability of the Bidder and its Members can be tested in each of the following areas to encompass general capability or suitability and technical ability. These headings largely mirror the evaluation criteria contained in clause 67.2.1 (*Information about the Bidder and the project*) of Part II (*Qualification Criteria*) of the RFP and are inserted as headings for the Bidders' reference throughout the response forms in this Annex Y (*Standard RFP Response Form: Information about the Bidder*) of the RFP to broadly indicate which responses will be evaluated under each evaluation item:
- 1.1.3. Information about the Bidder (Bidder's Details);
- 1.1.4. Member Information;
- 1.1.5. Government Contracts; and

#### 1.1.6. Legal Proceedings.

### 1.2. Notes for Completion

- 1.2.1. Please note that each section may relate to one or more entities and care should be taken to ensure that each Member provides a completed response for the general sections and those which relate to their speciality or experience. Certain sections of the response form may have to be duplicated and completed in respect of the Bidder and each Member.
- 1.2.2. Please answer using the electronic forms, in the manner and space provided for in the response forms in this Annex Y (Standard RFP Response Form: Information about the Bidder) of the RFP, the questions stated in the following sections as fully as possible. Extra pages may be appended to the response form if necessary.
- 1.2.3. Bidders should note that the provision of false or misrepresenting information may result in an entity's exclusion from the RFP.
- 1.2.4. To the extent that some of the information sought and responded to by each Bidder and its Members constitute its or their views and opinions on certain issues, TNPA is under no obligation to accommodate any such views and or opinions at any later stage of the procurement process, but reserves the right to hold the Bidder (and relevant Member) thereto.

### 2. Information about the Bidder

- 2.1. Please state (in the format provided):
  - 2.1.1. the name of the Bidder, indicating whether or not it is incorporated and the date of its legal formation. If a Bidder is a Company, the Bidder must submit the Constitutional Documents of the Company. If the Bidder is a joint venture or consortium, the Bidder must submit a signed joint venture or consortium

agreements between the Members clearly stating the percentage split of the joint venture or consortium and the associated responsibilities of each Member. If such a joint venture or consortium agreement is unavailable, the Members must submit confirmation in writing of their intention to enter into a joint venture or consortium agreement should they be appointed as Preferred Bidder by TNPA through this RFP. This written confirmation must clearly indicate the percentage split of the business and the responsibilities of each Member;

BIDDER INFORMATION	
Name of Bidder	
Legal status: (e.g. Limited Liability Company or Joint Venture or Consortium)	
Date of legal formation of Bidder	

HEAD OFFICE	
physical address:	
postal address:	
e-mail address:	
telephone number:	
telefax number:	

- 2.1.2. name and contact details of the contact person for the Bidder for purposes of this RFP. If the Bidder is an unincorporated joint venture or consortium, this will be the lead member of the Bidder who is responsible for the submission of a RFP Bid Response. The contact details are to include the physical address, postal address, e-mail address, telephone and telefax numbers of that person;

CONTACT PERSON / LEAD MEMBER FOR THE BIDDER	
Name:	
Physical address:	
Postal address:	
E-mail address:	
Telephone numbers:	
Telefax number:	

- 2.1.3. the names of all those persons that will be Lenders, Legal Advisors, Financial Advisors and technical consultants in respect of the Bid Response and the Project and their respective roles and responsibilities:

NAME LEGAL ADVISORS	ROLES AND RESPONSIBILITIES


NAME FINANCIAL CONSULTANTS	ROLES AND RESPONSIBILITIES

NAME TECHNICAL ADVISORS	ROLES AND RESPONSIBILITIES

- 2.1.4. the Bidder's Legal and Financial Advisors must provide a written declaration of interest where they disclose any potential or existing conflicts of interest due to any affiliation or relation with TNPA, Transnet or any other Government official or person with the ability to influence the decision of TNPA and/or other Bidders. Relationship will include a relationship formed on the basis of any one or more of (i) family (including spouses and in-laws), (ii) friendship,

(iii) business acquaintance, (iv) professional engagement, or (v) employment. If the Advisor has something to declare, please provide all details in the space provided below. If the Bidder or Member has nothing to declare, please insert "*nothing to declare*" in the space provided below. Failure by the relevant Advisors to disclose an interest may result in the Bidder being disqualified from the RFP.

2.1.5. \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

2.1.6. Please attach to this response form an organogram which details the entire structure of the Bidder with explanatory notes in respect of the identity and role of each Member of the Bidder.

## 2.2. Member Information

2.2.1. Please state (in the format provided) the following name and contact detail information in relation to each Member:

2.2.2. name and legal status of the Member, its registration number, date and country of registration;

2.2.3. registered address and website address (if any) of each Member;

2.2.4. street address, postal address, telephone number and telefax numbers and e-mail address of each Member; and

2.2.5. the person dealing with this RFP and the Bid Response on each Member's behalf and their contact details.



***[The tables in this section must be duplicated and completed for each Member of the Bidder.]***

MEMBERS INFORMATION	
Name of Member:	
Legal status: (e.g. Limited Liability Company, Trust, or Joint Venture or Consortium or other)	
Registration :	
Date and country of registration:	
Registered address of the Member:	

Website address, if any:	
--------------------------	--

HEAD OFFICE	
Physical address:	
Postal address:	
E-mail address:	
Telephone numbers:	
Telefax number:	
CONTRACT PERSON INFORMATION	
Name:	
E-mail address:	
Mobile number:	
Telephone number:	

Telefax number:	
-----------------	--

2.2.6. Please state (in the format provided) the following key personnel information in relation to the aforementioned entities:

2.2.7. the full names and addresses of (i) each director or equivalent of each Member; and

	NAME OF DIRECTOR OR EQUIVALENT	ADDRESS

2.2.8. Brief description of each Member's primary business and main products or services, comprising of no more than 4 (four) pages.

---

---

---

---

---

2.2.9. Brief history of each Member, comprising of no more than 4 (four) pages, including detail of any parent or associated companies and any changes in ownership of the Member, over the last 5 (five) years:

---

---

---

---

---

2.2.10. Brief description, comprising of no more than 4 (four) pages of the Member's main customers and suppliers and highlighting any associations with or sales to any entities within the Government sector:

---

---

---

---

---

2.3. Please attach the following information in respect of each Member to this Schedule:

2.3.1. certified copies of all Constitutional Documents, including all documents that evidence changes thereto, such as change of name certificates;

2.3.2. certified copies of documents that evidence the Member's directorship; and

2.3.3. particulars of share capital showing classes of shares and amounts of authorised and issued share capital, including relevant copies of share registers and/or share option details.

2.3.4. Please provide (in the format provided) the following information in relation to either the Bidder or the Member with the appropriate experience:

2.3.5. a brief description of the leadership and project management capabilities of the Bidder or the Member in operation and maintenance or similar projects, including the outcomes of those projects and the time periods from development to financial close of those projects;

---

---

---

---

---

- 2.3.6. a detailed description of how the Member or Bidder will approach the leadership and control and co-ordination of the Bidder during the bid preparation phase, negotiations phase and the Operation and Maintenance phase of the Project should the Bidder be appointed as Preferred Bidder and then awarded the Terminal Operator Agreement to implement the Project, as the case may be;

---

---

---

---

---

- 2.3.7. a detailed description of how the Member or Bidder will deliver and or co-ordinate an experienced project management, Operation and Maintenance management, legal and finance team capable of delivering the Project on a fully integrated basis.

---

---

---

---

---

## 2.4. Government Contracts

Please state (in the format provided) the following information in relation to each Member forming part of the Bidder:

- 2.4.1. Details of any contracts awarded to the Member by the Government in the last 3 (three) years:



---

---

---

---

---

- 2.4.2. Brief details of any contracts awarded to the Member by other governments during the last 3 (three) years, highlighting any cruise terminal and/or port related Construction, operation and maintenance of the cruise terminal projects:

---

---

---

---

---

- 2.4.3. Details of the bidding processes of any similar projects from which any of the Members withdrew, indicating the reasons for withdrawal and whether any claim and/or legal proceedings was made against the Member by the relevant government in relation to the bid process:

---

---

---

---

---



- 2.4.4. Details of any current cruise terminal concession projects for which any of the Members are bidding and their status (for example: preferred bidder, short-listed) in respect of such projects:

---

---

---

---

---

2.5. **Legal Proceedings [Each of these sections must be duplicated and completed for the Bidder and each Member.]**

Please provide (in the format provided) the following information in respect of the Bidder and each of the Members:

- 2.5.1. whether any order of a court for that Bidder's and/or its Member's winding up has been granted. If so, please advise whether such order has been for the purposes of *bona fide* reconstruction or amalgamation or not;

---

---

---

---

---

- 2.5.2. whether the Bidder and/or its Members has ever been or is currently subject to, liquidation, business rescue or insolvency proceedings or equivalent proceedings in a foreign jurisdiction, and if so, please provide details thereof, including the current status and the outcome of such proceedings;

---

---

---

---

---

- 2.5.3. whether the Bidder and/or its Members or any director thereof is currently being prosecuted for or has been convicted of a criminal offence, including fraud and corruption, related to the conduct of its business or profession in South Africa and worldwide. If so, please provide details thereof as well as the outcome or current status thereof;

---

---

---

---

---

- 2.5.4. whether the Bidder and or its Member is currently or has been engaged in any disputes in respect of the provision of services with any supplier and/or client within the last 3 (three) years to the value above R5 million (five million Rand). If so, please furnish details of the nature of such dispute as well as the current status or outcome thereof;

---

---

---

---



---

- 2.5.5. whether the Bidder and/or its Member has suffered a deduction for liquidated or ascertained damages in respect of any government contract within the last 3 (three) years. If so, please furnish details of the reasons for such deductions; and

---



---



---



---

- 2.5.6. whether the Bidder and/or its Member has had any government contract cancelled or not renewed, for failure to perform in accordance with the terms thereof.

---



---



---



---

**Annex Z****Lenders Support Letter**

**(as contained in separate PDF document uploaded on National Treasury website)**



## Financial Support Letter

**Annex BB****B-BBEE Verification Certificate****Annex CC****Business Case Guidelines**

Bidders will be required to submit a detailed business case including as a minimum the information listed below. The Business Case is mandatory and will contribute to the scoring as detailed in the RFP.

**1) Executive Summary**

**2) Company Description**

Shareholding of entity

B-BBEE Shareholding

Advisors

Products and services

Long Term Aim of Business

Objectives

S.W.O.T. Analysis



### 3) Technical aspects

TECHNICAL CRITERIA	ITEM
Previous experience	<ul style="list-style-type: none"> <li>Number of years operating in the liquid Bulk sector.</li> </ul>
Throughput volumes	<ul style="list-style-type: none"> <li>Average throughput volumes over the past 3 years (kilo liters per annum)</li> </ul>
Market analysis	<ul style="list-style-type: none"> <li>a clear statement of the vision, mission and strategic objectives of the Bidder;</li> <li>value proposition of business,</li> <li>identification of the status quo market and services at the Port;</li> <li>identification of the potential market and segment analysis for the Facility;</li> <li>a market strategy which includes a SWOT analysis;</li> <li>economic spin-offs per market segment;</li> <li>provide the Short, Medium and Long term projection forecast;</li> <li>provide the strategy for open access (Third Party access)</li> <li>sustainability and growth assumptions of the Liquified Petroleum Gas Terminal ; and</li> <li>details of sources of information on all market information or analysis</li> </ul>
Commercial and Operations Analysis	<ul style="list-style-type: none"> <li>Profitability and price forecast;</li> <li>LPG distribution plan between pipeline, rail and road linking to regional and hinterland destinations;</li> <li>Competitor analysis;</li> </ul>
Project schedule	<ul style="list-style-type: none"> <li>a project schedule, highlighting key sequential milestones and relevant timelines</li> </ul>
Preliminary Design	<ul style="list-style-type: none"> <li>Terminal plan layout of the full site arrangement indicating: <ul style="list-style-type: none"> <li>Tanks (including capacities)</li> <li>Safety infrastructure and equipment (including safety distances i.e. tank to tank spacing, tank to bund wall spacing, tank to road spacing)</li> <li>Linkages to pipeline, rail and road for distribution</li> <li>Other</li> </ul> </li> </ul>

SHE Requirements	<ul style="list-style-type: none"> <li>• Environmental Management <ul style="list-style-type: none"> <li>○ ISO 14001:2004 Environmental Management System or the equivalent</li> <li>○ A typical environmental risk assessment that is associated with the intended infrastructure and its operation. It should identify aspects and impacts and mitigation controls in respect thereof</li> </ul> </li> <li>• Occupational Health &amp; Safety <ul style="list-style-type: none"> <li>○ an Occupational Health and Safety policy that deals with the Bidder's commitment in their current business signed by a director of the Bidder or another properly delegated person</li> <li>○ a valid letter of good standing from the Department of Labour or Federated Employers Mutual Assurance or equivalent.</li> <li>○ the budgeted amount assigned to health and safety for the duration of the Project</li> </ul> </li> <li>• Risk Management <ul style="list-style-type: none"> <li>○ a business continuity management plan from the Bidder's existing business aligned to a recognised BCM system that will ensure that resilience is considered as part of the Bidders operations in order to mitigate potential business continuity risks to the Project</li> <li>○ a separate risk management plan aligned to a recognised written SHE management system which stipulates how the risks pertaining to construction, development and operational phases will be identified, assessed and managed by the Bidder</li> </ul> </li> <li>• Health and Safety Performance <ul style="list-style-type: none"> <li>○ Compliance Strategy / framework</li> <li>○ Comprehensive Risk Assessment</li> <li>○ Health and Safety policy document together with objectives and targets</li> <li>○ The bidder must have an existing Safety Management System (SMS) Certificate which is certified by a recognised body or assurance audit</li> </ul> </li> </ul>
------------------	--

#### 4) Financial Aspects

FINANCIAL CRITERIA	ITEM
Profitability EBITDA	<ul style="list-style-type: none"> <li>• Profitability of the Bidder averaged over the past 3 (three) year period</li> </ul>

Proposed funding model	<ul style="list-style-type: none"> <li>• The Bidder must provide the proposed funding model that supports the business case and capital investment required</li> <li>• The source of the capital investment required must be explained in terms of the debt/equity structure</li> </ul>
Past Experience in raising capital	<ul style="list-style-type: none"> <li>• The details for each Member relating to its past experience (within the last 10 (ten) year period) of raising debt on a project finance and or corporate finance basis, which demonstrates an ability to: (i) provide equity; (ii) secure and structure such equity; and (iii) letters from the lenders or funders that provided the finance setting out their role and confirming the Member's past experience in raising the capital disclosed in response to the criterion</li> </ul>
Operational Cost (projected)	<ul style="list-style-type: none"> <li>• Maintenance Cost</li> <li>• Environmental Management Cost</li> <li>• Other Operating Costs</li> </ul>
Operational Revenue (projected)	<ul style="list-style-type: none"> <li>• Income generation information, providing revenue generation streams and indicating the cyclical nature of the business (both Qualitative and quantitative information)</li> <li>• Other revenue sources identified</li> </ul>
Key Financial indicators (projected)	<ul style="list-style-type: none"> <li>• Cash flow projections</li> <li>• Present value of future cash flow</li> <li>• Profit and lost accounts (projected)</li> <li>• Statement of financial position (projected)</li> <li>• Return on investment</li> </ul>
Key Financial Ratios (projected)	<ul style="list-style-type: none"> <li>• Current</li> <li>• Solvency</li> </ul>

5) Marketing strategy for the Terminal

6) Appendices



### CONFIRMATION OF RENTAL OFFER

NAME OF ENTITY: [insert name of Bidder]

We \_\_\_\_\_ do hereby offer R\_\_\_\_\_ per square  
meter per month for \_\_\_\_\_ square meter of total available land of 12 233m<sup>2</sup>.

1. We agree that this rental offer is subject to acceptance by TNPA and is also subject to negotiation at the discretion of the TNPA.
2. The offered rental amount or if applicable, the negotiated and agreed upon rental amount will be incorporated in the Terminal Operator Agreement.

**We also note the obligations as set out in the Terminal Operator Agreement.**

\_\_\_\_\_

SIGNATURE OF BIDDER

## Annex EE

### Plan of Black Ownership Commitments

NAME OF ENTITY: **[insert name of Bidder]**

We \_\_\_\_\_ do hereby certify that we acquainted ourselves with the Black Ownership requirements commitments as detailed in this RFP.

1. Bidders must propose their black ownership improvement plan over the concession period for the following periods:
  - 1.1 Year 5: Bidders Proposal;
  - 1.2 Year 10: Bidders Proposal;
  - 1.3 Year 15: Bidders Proposal;
  - 1.4 Year 20: Bidders Proposal;
2. We agree that these percentages will be included in the Terminal Operator Agreement as commitments that will be subject to negotiation, penalties and termination of the Terminal Operator Agreement for non-compliance by the Terminal Operator.
3. We furthermore agree that TNPA shall recognise no claim from us for relief based on an allegation that we overlooked any requirement of the RFP or failed to take it into account the obligations detailed in the above Clauses.

**We also note the obligations as set out in the Terminal Operator Agreement.**

---

SIGNATURE OF WITNESS

---

SIGNATURE OF BIDDER

**Annex FF****Draft MHI Regulations**

**(as contained in separate PDF document uploaded on National Treasury website)**



**Annex GG**

**ECONOMIC DEVELOPMENT GUIDELINE DOCUMENT**  
**[March 2015]**

## TABLE OF CONTENTS

1	What is ECONOMIC DEVELOPMENT?.....	227
2	Background and Guidance on the ECONOMIC DEVELOPMENT Objectives for South Africa	227
3	Transnet's ECONOMIC DEVELOPMENT Objectives and Framework.....	228
4	Response based on the IC <sup>3</sup> Matrix Quadrants .....	230
5	ECONOMIC DEVELOPMENT Category Definitions and High Level Descriptions.....	233
6	Market Intelligence Assistance .....	237
7	Government Policy Documents .....	237
8	Other Reference Websites .....	238
	GLOSSARY OF WORDS.....	239

### Note

For the purposes of this document, any reference to a/the “**Concessionaires**” shall be construed to mean a reference to a Respondent (in terms of this RFP) and/or to a successful Respondent (to whom the concession is to be awarded), as so indicated by the context hereinafter.

## 1 WHAT IS ECONOMIC DEVELOPMENT?

The ECONOMIC DEVELOPMENT (ED) Programme is an initiative of the Department of Public Enterprises (DPE) supported by Transnet. The aim of ED is to increase the competitiveness, capability and capacity of the South African supply base where there are comparative advantages and potential for local or regional supply. This can be achieved through skills transfer, as well as building new capability and capacity in the South African supply base. In addition, ED has its roots grounded firmly around the transformation of South Africa and the empowerment of previously disadvantaged individuals and enterprises.

## 2 BACKGROUND AND GUIDANCE ON THE ECONOMIC DEVELOPMENT OBJECTIVES FOR SOUTH AFRICA

As a developing economy with inherent structural and social imbalances, South Africa is facing the significant economic challenge of increasing growth in a manner that includes all South Africans. The historical lack of investment in infrastructure in South Africa has negatively impacted on local industry, resulting in a loss of key skills and a decrease in manufacturing industry capabilities. To respond to this, Government policies have been designed to address these imbalances and to act as a catalyst of change for the benefit of South Africa.

One of these Government policies, the National Development Plan (NDP) aims to enhance growth, employment creation and equity by reducing the dependencies of South African industries on imports, and promoting the development of skills and capabilities that are in short supply within the country. It identifies strategies that will enable South Africa to grow in a more equitable and inclusive manner and promotes the development of new industry to attain South Africa's developmental agenda.

Transnet's ED effort is closely aligned to the NDP objectives and as a result we are able to fulfil our commitment to sustainability within South Africa whilst at the same time addressing other corporate objectives including increasing productivity and efficiency, volume growth, capital investment, financial stability, funding, human capital, SHEQ regulatory compliance and improving customer service.

The combined objectives of Transnet and Government will be realised through:

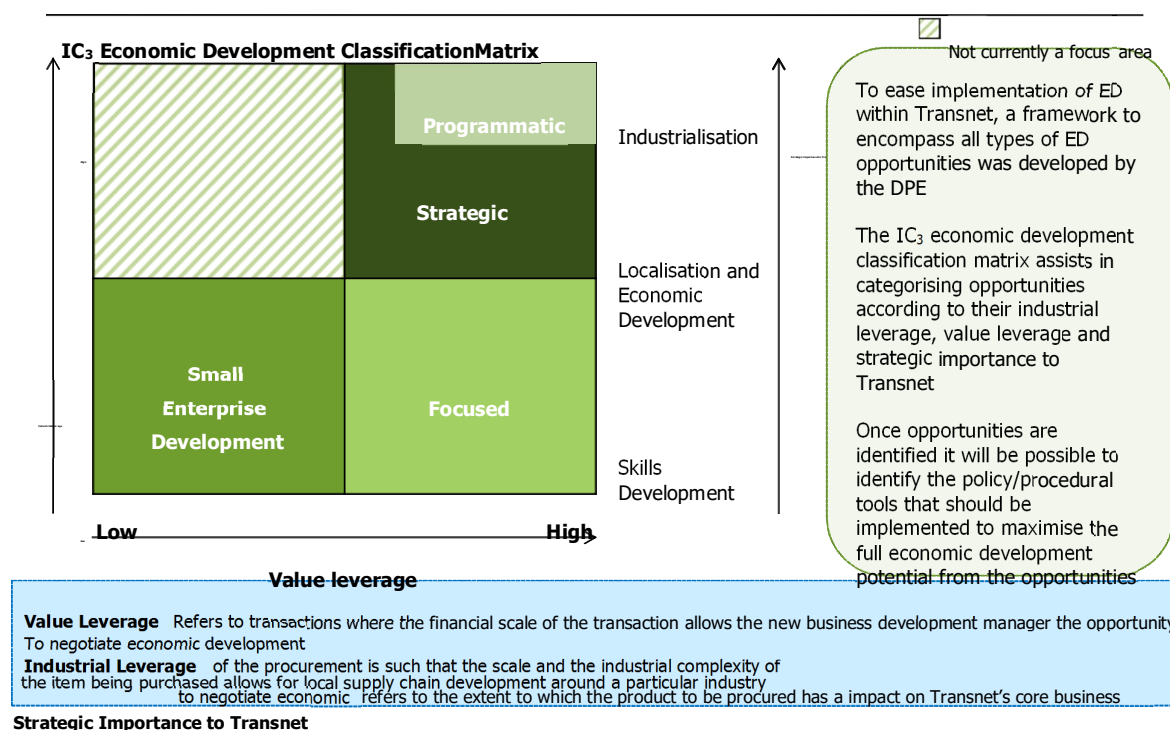
- aggressively implementing capital investment plans which will result in competitive local industries;
- improving operational efficiency;
- using procurement to influence the development of the local supplier industry; and
- ensuring it creates sufficient economic opportunities for the participation of previously disadvantaged groups.

This will lead to Transnet achieving its long-term objective of increasing both shareholder and societal value using its procurement expenditure to ensure local development through the sustainable growth of capability and capacity in South Africa's supply chain and the inclusion of the previously disadvantaged individuals in the economy in a manner that is beneficial to Transnet, South African industry and the people of South Africa. As a result this State Owned Company (SOC) is able to fulfil its responsibility as the biggest link in the South African freight logistics chain whilst complementing the objectives of Government.

### 3 TRANSNET'S ECONOMIC DEVELOPMENT OBJECTIVES AND FRAMEWORK

To aid its implementation of ED, Transnet has adapted an existing framework from the DPE. This framework allows for a basic set of principles to be applied to appropriately target ED initiatives. ECONOMIC DEVELOPMENT initiatives aim to assist local concessionaires in developing their competitive advantage through increasing their capability and capacity potential. Hence the framework has been termed the Increased Competitiveness, Capability and Capacity (IC<sup>3</sup>) ECONOMIC DEVELOPMENT Classification Matrix.

This framework encapsulates the types of ED opportunities which Transnet currently considers effective and allows Transnet to move its ED structure away from a dynamic policy environment towards a framework that is designed around general ECONOMIC DEVELOPMENT objectives. This enables Transnet to adopt a standard structure but also allows the flexibility to reconsider emphasis on certain aspects as objectives change. The IC<sup>3</sup> Matrix (refer to Figure 1 below) categorises ED opportunities in a matrix based on their value, extent of industrial leverage and strategic importance to Transnet. Further categorisation of opportunities into the relevant quadrants is based on concessionaire-new business development manager power, industrial complexity, risk and the length of procurement period.



**Figure 1: The IC<sub>3</sub> ECONOMIC DEVELOPMENT Classification Matrix**

In order for Concessionaires to successfully meet the needs of a particular initiative, a detailed understanding of each quadrant is required.

### 3.1 Programmatic

Programmatic initiatives follow a longer than normal planning horizon and generally exceed the funding capacity of Transnet's balance sheet. Collaboration between the SOC and Government is achieved through focused task teams whereby infrastructure development and industrialisation is achieved through joint support and in some cases public spending. Investment is focused in plant, technology and skills in both intermediate and advanced capabilities to develop competitive advantage.

### 3.2 Strategic

Strategic initiatives follow a three to five year planning horizon, involving investment in at least plant, technology and/or skills in intermediate capabilities. This enforces the need for multinational corporations and Original Equipment Manufacturers (**OEMs**) to develop a certain percentage of their products locally. Strategic initiatives can therefore be used to achieve Transnet's objectives by increasing the competitiveness, capability and efficiency of local concessionaires. Strategic initiatives can sometimes focus on advanced capabilities but will in most cases require Government support to develop local capability.

### 3.3 Focused

Focused initiatives include all high value transactions with limited industrial leverage and medium to low strategic importance. These initiatives address short to medium-term contracts that can be leveraged to encourage ECONOMIC DEVELOPMENT, with a focus on investment in technology or skills to enhance existing local capability. Emphasis will largely be placed on benefiting previously disadvantaged individuals. The overall result improves the socio-economic environment by creating competitive local concessionaires and furthers objectives of empowerment, transformation and regional development.

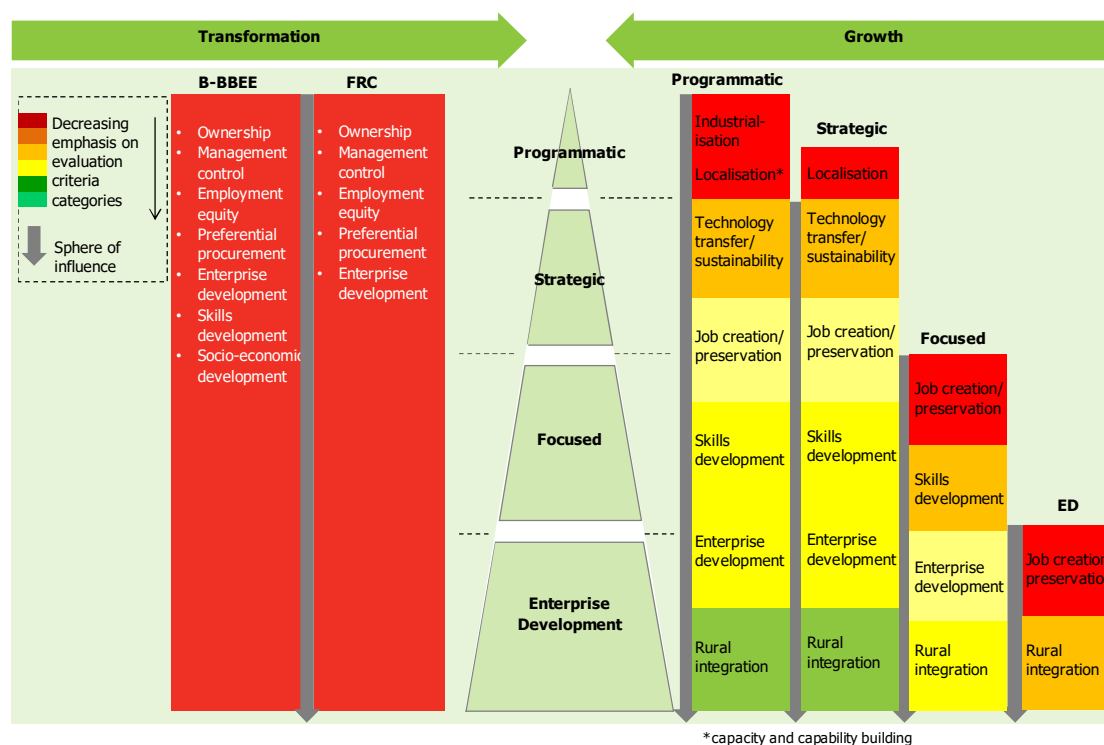
### 3.4 Small Enterprise Development

Small Enterprise Development initiatives are typically of low value and have no industrial leverage as they are characterised by typically low complexity goods and high competition. These initiatives concentrate on increasing the capability of small local concessionaires and are targeted toward historically disadvantaged individuals and communities, providing basic skills development and improving local employment and quality job creation. It includes a wide range of non-financial services that help entrepreneurs start new business and grow existing ones.

## 4 **RESPONSE BASED ON THE IC<sup>3</sup> MATRIX QUADRANTS**

Based on the concessionaire-new business development manager power, industrial complexity, risk and the length of procurement period, the Concessionaire is expected to formulate a ED Plan to identify the opportunities that it will pursue. Ideally the ED Bid Plan should address factors that are specific to the applicable quadrant of the IC<sup>3</sup> matrix.

Transnet has identified a number of opportunities which may aid a Concessionaire in formulating its response based on each quadrant. Each of the opportunities identified by the Concessionaire should have a direct or indirect effect on the value it creates for the country in order to maximise the socio-economic impact.



**Figure 2: Transnet value capture through supplier influence**

#### 4.1 Programmatic

The strategic objective of “Programmatic transactions” is to assist Government to achieve its industrialisation objectives through the development of the local concessionaire base, in order to increase the cost efficiency of SOC procurement, support and maintenance programmes. In order to satisfy this objective a number of focus areas and key outcomes have been identified:

##### 4.1.1 Programmatic Focus Areas -

- Industrialisation
- Capability and capacity building in South Africa
- Technology transfer
- Skills development related to the manufacturing process and the industry
- Development of new technology and innovation
- Investment in plant
- Development of local companies aligned to empowerment objectives

##### 4.1.2 Key Outcomes -

- Industrialisation
- Manufacturing capability and capacity building

- Technology transfer
- Skills development

#### 4.2 Strategic

The main objective of Strategic transactions is to leverage local downstream concessionaires through large-scale SOC procurement in order to develop a competitive local concessionaire base. In response to these objectives the following are the specific focus areas and key outcomes applicable:

##### 4.2.1 Strategic Focus Areas -

- Capability and capacity building in South Africa
- Transfer of technology and innovation to local concessionaires from foreign OEM's
- Skills development related to the industry
- Development of local companies aligned to empowerment objectives

##### 4.2.2 Key Outcomes -

- Increased S.A. manufacturing capability and capacity
- Increased technology transfer
- Skills development
- Job creation/preservation

#### 4.3 Focused

Focused initiatives assist local concessionaires to improve their performance, enhance their existing production and skills capabilities with emphasis being placed on benefiting previously disadvantaged individuals and rural development. In order to satisfy these objectives a number of focus areas and key outcomes have been identified:

##### 4.3.1 Focused Focus Areas -

- Developing a local concessionaire base that supports preferential procurement outcomes
- Developing skills within the specific industry
- Creating opportunity for job preservation
- Reducing income inequality in specific regions

##### 4.3.2 Key Outcomes -

- Empowerment
- Skills development
- Rural development
- Job creation/preservation

#### 4.4 Small Business Development

Enterprise Development (**ED**) objectives are centred around assisting local concessionaires to improve their skills by placing increased emphasis on benefiting previously disadvantaged individuals and rural



development in line with the Broad-Based Black Economic Empowerment (B-BBEE) strategy. The following focus areas and key outcomes have been identified:

#### 4.4.1 Small Business Development Focus Areas -

- Providing small businesses with opportunities and preferential trading terms, increased focus on Black woman-owned enterprises, focus on the youth, people with disabilities and region-specific initiatives
- Empowering previously disadvantaged individuals to create their own businesses resulting in quality job creation

#### 4.4.2 Key Outcomes -

- Empowerment
- Rural development
- Skills development
- Job creation/preservation

Based on these focus areas and key outcomes, a concessionaires would need to actively focus on the quadrant-specific requirements in order to maximise the potential commercial benefit for Transnet, South Africa and themselves. In doing so value can be created across all lines of reporting resulting in continued relations.

## 5 ECONOMIC DEVELOPMENT CATEGORY DEFINITIONS AND HIGH LEVEL DESCRIPTIONS

### 5.1 Industrialisation

Industrialisation refers specifically to industrial development that will result in globally leading capabilities within South Africa.

Criteria	Description
➤ Value of investment in plant	➤ Quantification of the monetary value invested in machinery, equipment and/or buildings as a result of this RFP
➤ Percentage of the investment of plant purchased in South Africa	➤ Percentage value invested in machinery, equipment and/or buildings that are sourced from local companies
➤ Reduction in import leakage	➤ A percentage indication of the increase in locally supplied products and therefore the resultant decrease in imports as a result of the award of a contract
➤ Potential increase in export content	➤ The percentage increase in exports that will result from increased industrial capability locally in relation to the award of a contract

### 5.2 South African Capability and Capacity Building

South African capability and capacity building refers specifically to industrial development that focuses on value-added activities for the local industry through manufacturing or service-related functions.

Criteria	Description
➤ Value-added manufacturing activity/activities to be undertaken in South Africa	➤ Description of value-added activities to be performed during the contract period in South Africa
➤ Service-related functions to be undertaken in South Africa	➤ Description of service-related functions to be performed during the contract period in South Africa
➤ Number of local suppliers in the supply chain	➤ Number of South African suppliers that are to be utilised in the fulfilment of a contract

### 5.3 Technology transfer/sustainability

Technology improvements are intangible assets with significant economic value. The concessionaires will be measured on its plan to transfer knowledge and IP to contribute towards capability building of the local supply base, which ultimately leads to improved efficiency and capability. Plans to assist in this by a concessionaires must be assessed to enable the local supply base to potentially export its newly-acquired technological know-how, thereby decreasing capital leakage.

Criteria	Description
Technology transfer including:	
➤ Methods of manufacturing	➤ Introduction of a new/improved method of manufacturing
➤ Introduction of new technologies	➤ Provision of new technologies: <ul style="list-style-type: none"> <li>○ For processes</li> <li>○ ICT</li> </ul>
➤ IP transfer (number and value)	➤ The provision of patents, trademarks and copyrights
➤ Number of local concessionaires to be evaluated for integration into the OEM supply chain	➤ An indication of the number of South African concessionaires that an OEM/Service Provider plans to evaluate for possible inclusion into its supply chain, should it meet the requirements

### 5.4 Skills development

Skills development indicates the company's commitment to education and whether that fits in with targeted groups (artisans, technicians, etc.). Consideration needs to be directed towards the adequate quality and value of skills so developed in order to allow for better evaluation in line with Government's objectives.

Criteria	Description
➤ Number of downstream supply chain individuals to be trained including:	➤ Number of individuals that the concessionaires plans to train in the local industry over the contract period; training undertaken in the previous year will be taken into account

Criteria	Description
<ul style="list-style-type: none"> <li>• Number of artisans trained</li> <li>• Number of technicians trained</li> <li>• Number of black people trained</li> <li>• Total number of people trained</li> </ul>	
➤ Number of company employees to be trained	➤ Number of individuals within the company (in South Africa) that the concessionaires plans to train over the contract period; training undertaken in the previous year will not be taken into account as past employee training appears in the skills development pillar of the B-BBEE scorecard; criteria broken down as for industry training above
➤ Certified training (yes/ no)	➤ Compliance with local and/or international skills accreditation
➤ Rand value spent on training	➤ Total planned monetary value spend (as a % of contract value) on skills development /training for the contract period within the industry; money spent in the previous year will be included in year 1 to make allowance for concessionaire who have just completed a training drive within the industry
➤ Number of bursaries/ scholarships (specify field of study)	➤ The number of higher education bursaries/scholarships provided in the previous year and planned for the length of the contract
➤ Number of apprentices (sector must be specified)	➤ The number of apprentices that the concessionaire plans to enlist during the course of the contract
➤ Investment in Schools in specific sectors e.g. engineering	➤ The monetary value that the concessionaire is prepared to invest in the development and running of schools to increase technical skills development

## 5.5 Job creation/preservation

Job creation and/or preservation allows assessment of Government's objectives to increase labour absorption, focusing on unskilled workers and the youth.

Criteria	Description
➤ Number of jobs preserved	➤ Number of jobs which would be preserved through Award of Contract
➤ Number of jobs created including: <ul style="list-style-type: none"> <li>• New skilled jobs created</li> <li>• New unskilled jobs created</li> </ul>	➤ Number of jobs to be created during the period of the contract <ul style="list-style-type: none"> <li>• Jobs for people in a specialised field of work requiring a defined training path and / or requisite level of experience in order for them to perform that role. These people could be in possession of a certificate, diploma or degree from a higher education institution.</li> <li>• Jobs for people where the field of work does not require extensive formal training or from</li> </ul>

	whom no minimum level of education is required
➤ Number of jobs created for youth	➤ Jobs created for individuals aged 16 – 35 years
➤ Number of jobs created for Black youth	➤ Jobs created for Black individuals aged 16 – 35 years

## 5.6 Enterprise and ECONOMIC DEVELOPMENT

Small business promotion criteria give an indication of the Supplier/Service Provider's commitment to developing small business in line with NDP and B-BBEE requirements.

Criteria	Description
➤ Percentage procurement from: <ul style="list-style-type: none"> <li>• QSEs</li> <li>• EMEs</li> <li>• Start-ups</li> <li>• B-BBEE Facilitators</li> </ul>	➤ Refers to the planned procurement from small business as a % of the total planned procurement spend
➤ Sub-contracting	➤ Refers to sub-contracting to QSEs/EMEs that are preferably Black Owned, Black Women Owned, Black Youth Owned or owned by Black People with disabilities
➤ Non-financial support provided to small business	➤ Concessionaires will be credited for each non-financial ED support that they are planning to give to small business e.g. Professional support; employee time allocated to assisting small business
➤ Financial support provided to small business	➤ Concessionaires will be credited for each financial ED support initiative that they are planning to undertake during the contract period e.g. Shorter payment terms; interest free loans
➤ Joint ED initiatives with Transnet	➤ The number of ED initiatives that the Concessionaires will jointly run with Transnet: <ul style="list-style-type: none"> <li>• That are aligned to Transnet's objectives</li> <li>• That are non-financial in nature</li> </ul>

## 5.7 Rural development/integration

Rural development / integration indicates the Supplier's/Service Provider's planned use of local labour and business which will contribute to Governments NDP objectives and result in supply chain efficiencies. Commitment to rural development will result in the alleviation of poverty and thereby contribute to development objectives. The development must be sustainable in order to have a long-term and meaningful impact.

Criteria	Description
➤ Number of local employees	➤ Number of people employed from within the town/city of operation
➤ Value spent on local business	➤ Monetary value spent on businesses within the town/city of operation

➤ Proximity of business to operations	➤ The locality of the business in relation to operations, preference is given for regional (provincial) locality
➤ Number of rural businesses to be developed	➤ The number of rural businesses that the Concessionaire plans to develop as a result of the contract
➤ Value of development to local community (sustainable)	➤ The monetary value spent on rural community development that will result in long-term social improvements

## 6 MARKET INTELLIGENCE ASSISTANCE

Concessionaires with limited knowledge of the local market, supply base and its capabilities may require assistance in identifying local concessionaires and the development needs in order to develop its ED Plan. The United Nations Industrial Development Organisation (UNIDO) supplies a benchmarking service in South Africa which will be able to assist concessionaires in identifying potential local suppliers with which to work. In addition, this service will provide insight as to the type of support that these local suppliers require in order to become more competitive. UNIDO's benchmarking tool gives insight into the performance levels being seen in Suppliers'/Service Providers' businesses and the practices used to deliver the products or services being offered. The benchmarking tool focuses on:

- 6.1 Performance data relating to -
  - 6.1.1 Financial performance
  - 6.1.2 Customer data
  - 6.1.3 Processes
  - 6.1.4 Learning & growth
- 6.2 Company's current business situation -
  - 6.2.1 Plans for the business and capabilities to manage their fulfilment
  - 6.2.2 Ability to generate business
  - 6.2.3 Employee relationships
  - 6.2.4 Developing new markets
  - 6.2.5 Developing products and services
  - 6.2.6 Managing money

The UNIDO benchmarking tool provides a basic framework through which an understanding of the South African market can be established. Whilst the list of criteria may not be exhaustive, Concessionaires are free to meet with UNIDO to further understand how they can work together to develop a deeper understanding of the market and the ED opportunities available.

## 7 GOVERNMENT POLICY DOCUMENTS

NIPP [http://www.thedti.gov.za/industrial\\_development/nipp.jsp](http://www.thedti.gov.za/industrial_development/nipp.jsp)

IPAP2 <http://www.thedti.gov.za/DownloadFileAction?id=561>

CEDP <http://www.dpe.gov.za/res/transnetCEDP1.pdf>

## 8 OTHER REFERENCE WEBSITES

References	Website
Department of Public Enterprise (DPE)	<a href="http://www.dpe.gov.za">www.dpe.gov.za</a>
United Nations Industrial Development Organisation (UNIDO)	<a href="http://www.unido.org/spx">www.unido.org/spx</a>

## GLOSSARY OF WORDS

<b>Broad-Based Black Economic Empowerment (B-BBEE)</b>	A South African legal requirement that require all entities operating in the South African economy to contribute to empowerment and transformation
<b>Enterprise Development (ED)</b>	An element contained within the B-BBEE scorecard whereby a Measured Entity can receive recognition for any Qualifying Enterprise Development Contributions towards Exempted Micro-Enterprises or Qualifying Small Enterprises which are 50% black owned or 30% black woman owned. Enterprise Development Contributions consists of monetary and non-monetary, recoverable and non-recoverable contributions actually initiated in favour of a beneficiary entity by a measured entity with the specific objective of assisting or accelerating the development, sustainability and ultimate financial independence of the beneficiary. This is commonly accomplished through the expansion of a beneficiaries financial and/ or operation capacity.
<b>Industrial Policy Action Plan II (IPAPII)</b>	The implementation plan for the National Industrial Policy Framework (NIPF) which details key action plans (KAPs) and timeframes for the implementation of industrial policy actions in line with the NIPF.
<b>Integrated Supply Chain Management (iSCM)</b>	Refers to an integrated “one supply chain management” strategy within Transnet which has been developed with Centres of Excellence (COEs) with cross-functional teams comprising divisional and corporate task team members, to deliver value through improved efficiencies and compliance with the regulatory environment.
<b>National Development Plan (NDP)</b>	Developed by the National Planning Commission in 2010 and tabled in 2013, the plan frames a new approach to unlocking economic growth by knitting together the IPAP2 as well as policies and programmes in rural development, agriculture and, sciences & technology, education, skills development, labour, mining and beneficiation, tourism and social development with the aim to target limited capital and capacity at activities that maximise the creation of decent work

	opportunities. Key indicators include: Quality job creation, Youth employment, Labour intensive growth, and Equity.
<b>Original Equipment Manufacturer (OEM)</b>	Refers to a manufacturing company that owns the intellectual property rights and patents for the equipment it sells and services
<b>Socio-economic Development</b>	Refers to development which addresses social and economic aspects such as job creation, poverty reduction and increased national value add and which not only focuses on the business's financial bottom line.
<b>State Owned Company (SOC)</b>	Refers to Government-owned corporations. They are legal entities created, and owned, by Government to undertake commercial activities on behalf of an owner Government, and are usually considered to be an element or part of the state. They are established to operate on a commercial basis.
<b>ECONOMIC DEVELOPMENT (ED)</b>	Improving the socio-economic environment by creating competitive local suppliers via Enterprise Development, CEDP and other initiatives such as Preferential Procurement. This results in a supply base that can eventually be competitive to market its goods on the international market leading to increased exports.
<b>United Nations Industrial Development Organisation (UNIDO)</b>	A specialised agency of the United Nations. Its mandate is to promote and accelerate sustainable industrial development in developing countries and economies in transition, and work towards improving living conditions in the world's poorest countries by drawing on its combined global resources and expertise.



**Annex HH****DEVELOPMENT PHASE VALUE SUMMARY**

**(as contained in separate PDF document uploaded on National Treasury website)**

**Annex II****OPERATIONAL PHASE VALUE SUMMARY**

**(as contained in separate PDF document uploaded on National Treasury website)**

## Annex JJ

### ECONOMIC DEVELOPMENT PLAN

Transnet requires that all Respondents submit an **Economic Development Plan** demonstrating how they will discharge their commitments made in the Development Phase and Operational Phase Value Summary.

The Economic Development Plan is a detailed narrative document explaining the Respondent's Economic Development proposal as summarised in the Development Phase and Operational Phase Value Summary.

Respondents must compile the Economic Development plan, with an understanding of Economic Development as detailed and described in the Economic Development Guideline Document and further guided by the specific requirements mentioned below.

#### Important Notes for completion of Economic Development Plan:

- (i) Respondents are urged to pay careful attention to the compilation of the Economic Development Plan since it, together with the Development Phase and Operational Phase Value Summary, represents a binding commitment on the part of the successful Respondent.
- (ii) Respondents are required to address each of the categories under the detailed Economic Development Description as a minimum for submission. This is however not an exhaustive list and Respondents are not limited to these choices when compiling each section.
- (iii) Respondents must ensure that the Development Phase and Operational Phase Value Summary submission and the Economic Development Plan submission are accurately cross-referenced with each other.
- (iv) Respondents are requested to address each of the Economic Development aspects in no more than two (2) pages per category, to avoid lengthy submissions.
- (v) Respondents are required to provide an electronic copy [Economic Development] of the completed Development Phase and Operational Phase Value Summary and Economic Development Plan as part of their submissions.

#### Minimum Economic Development plan requirements

The Economic Development Plan should outline the type of activities you intend to embark upon should you be awarded the contract. This Economic Development Plan should also provide an overview of what you intend to achieve, by when, and the mechanisms to be used to achieve those objectives.

Category	Description
Local Capability and Capacity Building in South Africa (existing industry)	Industrial capability building that focuses on value-added activities of the South African industry through manufacturing or service-related activities
New Skills development	Skills transfer & skills education which will occur as a result of the award of contract
Job Creation/Preservation	Number of jobs created or preserved resulting from the award of contract
Small Business Promotion	Encouragement for growth and the expansion of emerging local firms, through procurement and support mechanisms

Rural Integration and Regional Development

Incorporation of the use of rural labour and regional businesses which will contribute to NDP objectives

## ECONOMIC DEVELOPMENT PLAN

### 1. Economic Development Executive Summary

.....  
 .....  
 .....

### 2. Economic Development plan per category:

2.1. Local Capability and capacity building in South Africa (Localisation)

2.2. New Skills development

2.3. Job Creation/preservation

2.4. Small Business Promotion

2.5. Rural / regional integration

Conclusion

.....

**Annex KK**

**TERMINAL OPERATOR AGREEMENT**

**(as contained in separate PDF document uploaded on National Treasury website)**

**Annex LL**

**TECHNICAL INFORMATION PROVIDED BY THE PORT OF DURBAN**

**(as contained in separate PDF document uploaded on National Treasury website)**