

83417963 - Questions & Answers -

Phase 2

1. Is our interpretation correct that the 24 Climate Risk profiles and Climate Change action plans need to be developed targeted at 22 PSHDAs and the 2 cities would be zoomed into as lower spatial levels of planning?

Correct

2. Are the profiles expected to be purely spatial or must it consist of 24 reports?

They must consist of reports.

3. Is our interpretation correct that no climate change risk profiles need to be developed for the 16 District Municipalities specified for capacity building workshops?

This is correct

4. Will the Draft Scoping Report (to be submitted in Phase 1) be a subsection in the Inception Report, an addendum to the Inception report, or a standalone submission?

A standalone submission.

5. Please clarify the definitions of 'regional planning level' in relation to PSHDAs and City of Mbombela and Polokwane Municipality.

Please provide clarity or reference the relevant section

6. We assume the workshops to be conducted in Phase 2, activity 2 can be done virtually. Is this correct?

Plan for both.

7. We assume that it is acceptable to conduct 1 workshop per the intermediary cities and that PSHDAs can be grouped per provinces or districts for efficiency, such that 1 joint workshop could be conducted per province or district. Is this correct?

Yes, workshops can be grouped.

8. Please clarify – is the contractor expected to update the already existing information on the 22 PSHDAs and 2 cities found in the Green book or is the expectation to develop new (enhanced) profiles of the 22 selected PSHDAs based on new specific data sets?

See highlighted area. That is the expectation.

9. Will the spatial risk profiles have to be developed based on the existing risk assessment indicators used for the analyses presented in the Green Book risk profile?

That can be used as one of the reference points.

10. Will the service provider expected to apply the risk assessment methodology as already developed for the green book?

That can be used as a baseline.

11. Will the service provider expected to develop a new methodology with relevant indicators and indices for the development of the risk profiles?

See above.

12. Does the "cost of each risk" refer to the cost of impact/damage or the cost of adaptation/response?

Both should be considered. Focus should be more on the response/adaptation element.

13. Please provide a breakdown of the categories of cost to be provided?

Look to the TOR for guidance.

14. It is assumed that the service provider will not be required to compile cost benefit analyses. Is this correct?

Correct.

15. Will the supervisor be expected to develop the risk profiles by populating the Green Book template available for download via the online portal?

See above

16. Will the supervisor be responsible for identify suitable data sources or will this be prescribed in alignment with the Green Book data sources?

Both will be required.

17. Is the understanding correct that the 9 bulleted points on pg 5 of the ToR under Activity 2 should make up the thematic issues, i.e. chapters of risk profiles?

This is not correct.

18. Please provide an overview of the criteria or basis on which these 22 PSHDAs and 2 intermediary cities were selected.

That is internal information that cannot be shared.

19. What format must deliverables be submitted in to allow it to be uploaded embedded in the Green Book online platform.

Refer to the Greenbook portal.

Phase 3

20. Can you please provide an example of the green book manuals to be updated.

Refer to the Greenbook website.

21. Will the review and updates be municipality specific. i.e. be completed separate for each district municipality?

Correct.

22. What information is expected to inform the update and review of the Green Book manuals?

This you would need to provide us as part of your proposal.

23. How many printed copies must the service provider cost for?

There is no current estimate.

24. Please define the requirements of the tailored data packages for each District Municipality.

25. Please explain the criteria or basis on which the 16 District Municipalities were selected in Phase 3.

26. Please clarify the connection between the activities in phase 2 and phase 3. What is the rationale behind excluding the District Municipalities from which the identified 2 cities – Polokwane (from Capricorn DM) and Mbombela (from Ehlanzeni DM) – from the District Municipalities to benefit from the capacity building exercise?

Q 25 and 26, see Q20

Schedule and Bid Requirements

27. Deadline d) under phase 2, Activity 1 indicates “workshops to be conducted within two weeks of the approval of the final scoping report”. Then deadline e) indicates “workshops to be conducted over a period of 14 weeks” with regards to the conduction of the 24 workshops.

Does deadline d) mean the conduction of workshops will only take place 2 weeks after the final scoping report has been submitted and approved by the PMT? If proposed changes have been made, what's the time implication?

28. What are the tentative review periods for all / different deliverables?

29. Can the proposed project activities and timeframes be adjusted or are they fixed?

30. The proposed project duration is roughly 1 year 8 months. Would the client factor in the service provider's office-closure period (between 15 December and 15 January) in the duration, or what will be the expectation here?

Q27 to 30 and 32 (below) all timelines will be finalised during project inception phase. The bidder can submit a proposal with suggested timeframes within the project timeline.

31. Under “3. Concept” on page 8, it's stated that “The bidder is required to present the actors relevant for the services for which it is responsible and describe the cooperation with them.” Are these ‘actors’ referring to the service provider project team of the broader project stakeholder groups/beneficiaries?

The PMT and Broader project stakeholders

32. What is the anticipated schedule for reviewing and monitoring timesheets – daily, weekly, monthly?

See above

33. Does the project intern identified as expert 3 on page 12 have to be a new resource procured externally for this project only, or will the Client accept a project intern already enrolled in the companies internship programme?

The intern can be procured internally if it meets the set requirements.

Q1:

Phase 2, Activity 1:

Are these 24 workshops to be physical or on a virtual platform?

The 22 Priority Human Settlements and Housing development areas (PHSHDAs) and the two intermediary cities are bundled in 6 Provinces, the expectation would be a bundling method for these areas as listed in the TOR and not necessary 24 workshops.

The submission can propose either virtual, physical or both.

Q2:

Under Phase 3 Activity 1:

16 virtual knowledge exchange events are required. Then under Activity 3, 4 capacity building workshops are required. Can these events not overlap or are there to be 20 events during Phase 3 between Activities 1 and 3?

These can be overlapped in the submission but must be explicit in defining how each would be catered for.

Q3:

Phase 3, Activity 5:

Will the 4 workshops, 2 in KZN for the 10 DMs, 1 in North West for 4 DMs and 1 in Mpumalanga for 2 DMs, be combined into 4 virtual events, or will they be physical events?

The submission can propose either or a combination of both.

Q4:

Is it permitted to name and provide CVs of experts to support Team Leader, Expert 1 and Expert 2. The extent of the task will require additional support personal.

It is permitted, with an attached motivation.

Q5:

We note the education and training profile for Expert 2 (Environmental Social and Climate Risk Expert) is a post-graduate degree in the field of Climate change, environmental sciences, and environmental risk assessments. Due to the strong emphasis on capacity building and stakeholder consultation would it be permissible to propose an expert with appropriate qualifications and experience aligned to capacity development, stakeholder engagement, learning event management (online and physical), and materials development? The climate change/environmental/risk content is incorporated into the deliverables for Expert 1.

All proposals will be reviewed and assessed according to listed requirements.

Q6:

Phase 3 Activity 1 (Review, update and print interactive manuals on the Green Book):

Does this entail the development of new learning materials or more simply the adaptation of the existing Green Book manual for the purposes of the virtual training events? This has important time implications.

It entails the review and adaptation of existing material.