



forestry, fisheries & the environment

Department:
Forestry, Fisheries and the Environment
REPUBLIC OF SOUTH AFRICA

MINUTES FOR DFFE-RFP002 23-24 COMPULSARY INFORMATION SESSION

DATE: 05DECEMBER 2023 VENUE: MICROSOFT TEAMS TIME: 10:00 – 10:47

CHAIRPERSON:

Ms Onica Zikhali

MINUTES OF COMPULSORY INFORMATION SESSION INTERESTED BIDDERS –

CALL FOR PROPOSALS (CFP) FOR INVITING PROPOSALS FROM INVESTORS WILLING TO FORM STRATEGIC PARTNERSHIP WITH COMMUNITIES IN MANAGING THE STATE FOREST PLANTATIONS IN EASTERN CAPE, KWAZULU- NATAL, LIMPOPO AND MPUMALANGA AND NORTH-WEST PROVINCES FOR A PERIOD OF THIRTY- FIVE (35) YEARS WITH THE OPTION TO RENEW AT THE END OF THE TERM TO SEVENTY (70) YEARS.

NO	ITEM	DISCUSION	DECISION	COMMENTS
1.	OPENING AND WELCOME	Ms Onica Zikhali officially opened the meeting and welcomed all members in attendance. Everyone introduced themselves.	Noted	None
2.	PRESENT/ ATTENDEES AND APOLOGIES	Information provided by attendees via MS Teams chat function were as follows: <ul style="list-style-type: none">• Ms. Onica Zikhali (Forest Enterprise Development)• Mr. Kim Weir (Forestry Operations)	Noted	None



forestry, fisheries & the environment

Department:
Forestry, Fisheries and the Environment
REPUBLIC OF SOUTH AFRICA

NO	ITEM	DISCUSSION	DECISION	COMMENTS
		<p>Administration)</p> <ul style="list-style-type: none"> Ms. Doreen Gadebe (SCM Support) Ms. Mmamotshela Seema (SCM Support) <p>Apologies were received from:</p> <ul style="list-style-type: none"> Mr. Matodzi Luvhimbi (Chairperson) Ms. Thembile Dlungwane (State Forest Land Administration) <ul style="list-style-type: none"> Attendance Register for bidders is attached. 		
3.	PURPOSE OF THE MEETING	<p>The purpose of the meeting is to provide clarity in so far, the scope and extent of work to be conducted by prospecting bidders as it relates to a call for proposal by inviting investors to submit investment proposals to enter strategic partnership with communities for the management of DFFE (cat B & C) plantations in Eastern Cape, KwaZulu-Natal, Limpopo, Mpumalanga, and North-West provinces in terms of the advertised bid document.</p>	Noted	Follow-up meeting after the previously held briefing session on the 14 November 2023.
4.	INTRODUCTION AND EXPLANATION OF TENDER PROCESS AND EVALUATION	<p>Ms Doreen Gadebe (SCM)</p> <ul style="list-style-type: none"> Proceeded with presentation in so far, the bid documents and bidding process. Presentation displayed and interpreted bid submission requirements, returnable documents and elaborated on the three phases of Evaluation Criteria. <p>Upon completion of the explanation session an opportunity</p>	Noted	None



forestry, fisheries & the environment

Department:
Forestry, Fisheries and the Environment
REPUBLIC OF SOUTH AFRICA

		for comments / questions and or clarification was provided.		
5.	QUESTIONS FOR CLARIFICATION.	<p>Q- Is there a possibility that the closing period can be extended?</p> <p>A- In terms of the extension of the bid, we won't be able to extend as the minimum days of advertising a bid is 21 days and we have already exceeded our maximum days. The bid was advertised for 37 days and even if we request approval to extend further, an instruction note has been issued from Treasury to close all procurement by the 14th of December 2023 until 09th January 2024 due to the festive season, therefore we are unable to extend any bid at this state.</p> <p>Q- What need to be on the electronic copy (USB)?</p> <p>A- All documents attached on the physical copy which is the master document, pricing schedules and the bidding documentations.</p> <p>Q- Is there a template for the consent and indemnity form?</p> <p>A- Annexure D will be attached with the minutes of the briefing/information session.</p> <p>Q- How will the percentage for the preferential point be scored for 90/10 or 80/20 system?</p> <p>A- Bidder should take note that the scores will be allocated as per the categories of fifty percent (50%) or more for black</p>		



forestry, fisheries & the environment

Department:
Forestry, Fisheries and the Environment
REPUBLIC OF SOUTH AFRICA

		<p>owned, women or people with disabilities claimed by the company will get a full twenty (20) or ten (10) point. If none of the categories persons are claimed then bidder will score zero (0) point.</p> <p>Q- The DFFE employees who are presently working on the plantation will be withdrawn and will not be the responsibility of the successful bidder. Does the same principle apply to the Working on Fire employees if they are stationed or based on plantations?</p> <p>A- If there are no changes during the negotiation process with the companies and communities, the existing contracts with Working on Fire as base partners and forestry support programs will continue. These agreements are likely to continue as they involve delivering a service, although funded from a different budget.</p> <p>Q- With regard to the score for whether it's going to be 50 + 1% with the community or black partner. Do you expect us to have completed negotiations with the community when we submit our bid, or is this merely an indication of our intended course of action?</p> <p>A- Expressing interest is simply a way to showcase what you intend to do. The department will play an important in getting the industry and community to sit around table and come up with an agreement. The department needs to ensure that the correct community is linked to the interested party from industry.</p> <p>Q- In terms of the land claims, we have received no indication of the land claim status on individual parcels.</p>		
--	--	--	--	--



forestry, fisheries & the environment

Department:
Forestry, Fisheries and the Environment
REPUBLIC OF SOUTH AFRICA

		<p>Can clarity be provided on how the department will assist in terms of assurance or support for the continued lease of parcels in the future?</p> <p>A- Because is a long term lease, the DFFE will register the lease on the tittle deed.</p> <p>Q- (i)Bidders have encountered resistance from local plantation officials due to their lack of awareness about the process. It is evident that the bid documents were not adequately shared with them. (ii)Additionally, will bidders be allowed to request information/data on the plantations to help understand the status of the biological assets, such as planting regimes and standing timber? (iii) When will the information on biological assets be provided?</p> <p>A- (i) The foresters are aware of the visit however, to address the concern about individuals being unaware, DFFE will once again inform all managers /foresters of the process and make sure that the information is available. Email will be sent to all Managers. (ii) The details regarding micro forest should be provided(emailed) to potential bidders so that they can submit well-informed bids. Similarly, the same information should be shared with all the personnel.</p> <p>Q- Have there been any changes to the sizes of the packages as indicated in the bid documentation? A discrepancy was identified during external visit to the package of interest.</p> <p>A-There has been change to one of the packages, specifically for Sokhulu plantation near Richards Bay. RBM is currently mining in that area. They have the mining rights until 2032, and</p>		
--	--	---	--	--



forestry, fisheries & the environment

Department:
Forestry, Fisheries and the Environment
REPUBLIC OF SOUTH AFRICA

		<p>during this period, the majority of the planned 5400 hectares, as mentioned in the document, still belongs to RBM. According to micro forest, only 500 hectares will be included in that package. After 2032 when the plantation return to the department , the same process needs to be followed.</p> <p>Q-How will you respond to all the questions not answered?</p> <p>A-The answers will be published on the departmental website and an e-mail will be sent to bidders that registered their companies and e-mail addresses on the chat box.</p> <p>Q- Can new companies with no trading record submit their proposal?</p> <p>A- Yes, the aim is to open up the sector to new entrants in the market. However, it's crucial to have a comprehensive plan and a team with knowledge and expertise and experience in forestry. For instance, forming a company with a community that lacks a track record is feasible. It is worth noting that during the evaluation, attention is paid to the project managers' experience and the team's expertise. The department welcomes new companies, provided they have the necessary experience/expertise and present comprehensive plans.</p> <p>Q- what would be a reasonable extension from the 13th of December? Is there a general feeling that by the end of February or the end of March would be reasonable?</p> <p>A- Although the supply chain processes are clear, and acknowledging that no extension will be granted, the focus should not solely be on supply chain processes. Instead, emphasis should be placed on ensuring that the</p>		
--	--	---	--	--



forestry, fisheries & the environment

Department:
Forestry, Fisheries and the Environment
REPUBLIC OF SOUTH AFRICA

		government receives bankable and accurate bids, guaranteeing the sustainability of the project post-transfer and maximizing benefits to the community. To facilitate the submission of comprehensive bids, aligning with the document's requirements, a three-month extension, at least, would be more practical.		
6.	CLOSURE	Ms. Onica Zikhali thanked all attendees their time and presence and for their contribution and SCM will publish minutes and presentation within seven working days, meeting adjourned at 10:47 AM	Meeting was adjourned	None