



forestry, fisheries & the environment

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

MINUTES FOR THE NON-COMPULSORY INFORMATION SESSION FOR

DFFE-T026 (24-25): THE APPOINTMENT OF A SERVICE PROVIDER TO COORDINATE THE IMPLEMENTATION OF THE NATIONAL FOREST PESTS AND DISEASES PROGRAMME AS SUPPORTED BY THE INTEGRATED NATIONAL FOREST PROTECTION STRATEGY AND RESEARCH AND DEVELOPMENT STRATEGY FOR A PERIOD OF FIVE (05) YEARS.

DATE: 22 November 2024

VENUE: Microsoft Teams

TIME: 10:00 – 11:00

CHAIRPERSON:

Ms. Hlobisile Jabulile Sithole

NO	ITEM	DISCUSSIONS	DECISION	COMMENTS
1.	OPENING AND WELCOME	The chairperson, Ms. Hlobisile Jabulile Sithole, officially opened the meeting and welcomed all those in attendance. She further introduced the officials from the Department of Forestry, Fisheries and the Environment and allowed the prospective bidders to introduce themselves as well.	Noted	None
2.	ATTENDANCE	The following DFFE officials were in attendance: • Ms. Hlobisile Jabulile Sithole– Chairperson • Dr Andile Churchill Mkwalo – Project Manager • Mr. Xhanti Mdledle– SCM Support • All prospective bidders who were in attendance were requested to provide their information in the Microsoft Teams chat panel as a form of registration. • No apologies tendered.	Noted	None



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3.	PURPOSE OF THE MEETING	Ms. Hlobisile Jabulile Sithole indicated that "the purpose of this of this meeting is to provide clarity in so far as the scope and extent of work conducted by prospective bidders as it relates to the appointment of a service provider to coordinate the implementation of the National Forest Pests and Diseases Programme as supported by the Integrated National Forest Protection Strategy and Research and Development Strategy for a period of five (05) years. She further confirmed that this was a Non-Compulsory Briefing Session therefore, prospective bidders are to note as indicated on the Bid Document that this is a Non-Compulsory Briefing Session. This means that bidders who failed to attend this briefing session will not be disqualified, and their proposals will be considered. Dr Andile Churchill Mkwalo gave a brief overview of the project and emphasis was made on the following: PURPOSE To appoint a Professional Service Provider (PSP) to coordinate the implementation of the National Forest Pests and Diseases programme as supported by the Integrated National Forest Protection Strategy and Research and Development Strategy for a period of five (5) years. INTRODUCTION AND BACKGROUND	Noted	None
4.	TECHNICAL PRESENTATION OF THE PROJECT		Noted	None



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		- The forestry sector substantially contributes towards the socio-economic growth in South Africa. Therefore, it is important to maintain and promote the health and vitality of forests. However, the plight of increasing forest pests and diseases poses a serious risk to the forests species, especially commercial forestry, which is highly impacted. - Pests and diseases are the most frequently identified risk and pose serious threats to the sustainability of the forestry sector in South Africa. The forest vigour, its yield and quality of timber, fibre, wood and non-wood products are primarily affected by the forest pests and diseases. There has been a noticeable escalation in the number of pests coming into the country, e.g. <i>Sirex noctilio</i> and many others. The recent heightened impact of forest pests and disease outbreaks has become a national concern. - As supported by Sections 5 and 6 of the National Forest Act (Act No. 84 of 1998), the National Forestry Research and Development Strategy and the Integrated National Forest Protection Strategy make provisions for commissioning forestry research and monitoring programmes aimed at identifying forest pests and diseases, analysing risks, developing procedures to reduce occurrence and entry of pests and diseases to the borders of the country and to minimise threats when incursions occur. This is also in response to the existing and potential future pests and disease impacts.		



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		- The implementation of the National Forestry Research and Development Strategy and the Integrated National Forest Protection Strategy will contribute to the implementation of the Forestry Masterplan, and it is also integral towards achieving Sustainable Forest Management (SFM). - The Forest Sector, Research and Development Strategy ensures that research does not remain at a theoretical level; the benefits of new technologies are disseminated to the end users – the growers and users of our forests and a sustainable sector that is internationally competitive. - The current infrastructure and technical capacity within the Department of Forestry, Fisheries and the Environment (DFFE) only supports the development of forestry-related policies, and DFFE has limited capacity and infrastructure concerning research and monitoring of forest pests and diseases. However, DFFE had a Memorandum of Agreement (MoA) to initiate the forest pests and diseases monitoring programme, but the term of the MoA is coming to an end in February 2025. From the successful outcome of the existing MoA, an imminent need for a continuous programme was realised. The proposed ToR is meant to ensure continuity with the initiated national forest pests and diseases implementation.		



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		- Given the above, DFFE would like to initiate a tender process for coordinating the implementation of national forest pests and diseases. OBJECTIVES - The main objective is to appoint the service provider to coordinate the implementation of the National Forest Pests and Diseases programme for a period of five (5) years. The secondary objectives of the forest pests and diseases programme will be: - Coordinating surveillance of forest pests and diseases for the early detection of new pests and pathogens. - Monitoring and evaluating the extent and spread of forest pests and diseases includes a control programme for Sirex wood wasps. - Coordinating research on the identification and control of forest pests and diseases, as well as mitigating the impact on the forestry sector. - Develop and conduct awareness programmes about forest pests and diseases in consultation with the DFFE Forestry Branch and Chief Directorate Communications and Advocacy.		



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		SCOPE AND EXTENT OF WORK - To meet the project objectives, the Professional Service Provider (PSP) must ensure the delivery of the following outputs: - Inception meeting with the DFFE. - Determination of the presence, absence, extent, and spread of pests and diseases through internationally accepted protocols in the country to detect infestation, this includes control of the Sirex wood wasp programme. - On all occasions, the Professional Service Provider must alert the DFFE Forestry Branch on the occurrence and anticipated outbreaks of pests and diseases to enable the Department to develop and implement a Communication Plan to create awareness about the occurrences and prevention of those outbreaks through media platforms. The Professional Service Provider shall also convene stakeholder engagements in consultation with the DFFE Forestry Branch and Chief Directorate Communications. - Provide services to small growers in the country to increase the resilience of small growers in the sector, such as trees inoculated per landowner, deploying biological control agents to growers, and extension services.		



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		- Provision of diagnostic services in line with the Integrated National Forest Protection Strategy - Conduct multidisciplinary research on the pests, diseases, and affected trees toward mitigating the impact of pests and diseases on the forestry sector. EXPECTED DELIVERABLES / OUTPUTS - Upon completion of the assignment, the following deliverables are expected from the preferred bidder: -(as per the TOR) - He further outlined the functionality criteria (phase 02) evaluation that will be followed for this tender.		
5.	PRESENTATION OF THE BID EVALUATION PROCESS	The Supply Chain Management official, Mr. Xhanti Mdledle, gave a brief overview of the process as follows: - Emphasis was made on the closing date and time, the delivery address, and that bidders are to ensure that the bid submission register is signed when submitting their proposals into the tender box. - Only physical bid proposals will be accepted (no emailed or faxed proposals). - Late bids will not be accepted; as such, bid proposals must be in the bid box at 11h00.	Noted	None



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		• All queries of the tender document post the briefing session should still be sent to Tenders@dfre.gov.za at least seven (07) calendar days before the stipulated closing date. • Outlined the three (03) evaluation phases that will be followed for this tender • Phase 1: Pre-compliance • All SCM Administrative documents are to be duly completed and signed. • The information and amounts on SBD 3.3 and Annexure A – Pricing Schedule should correlate. • In a case of Consortia/ Joint Venture, bidders must submit an agreement that is signed by all parties involved. • Phase 2: Functionality Criteria • Bidders will be evaluated according to the criteria stipulated in the Terms of Reference and must score a minimum of 70 out of 100 in order to be evaluated further. • Phase 3: Price and Specific Goals • The Preference Point System applicable for this bid is 80/20 - where 80 is the maximum points allocated to the lowest acceptable tender for price, and 20 is the maximum points for the specific goals as per the table below. • Bidders must meet any of the three (03) specific goals, provide proof of such and duly complete SBD 6.1 to claim in order to be allocated the preference points. Upon conclusion of the technical and evaluation process of the project, prospective bidders were given an opportunity to ask questions.		



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6.	QUESTIONS & ANSWERS (Q & A)	- Q -What is the validity period of an affidavit? - A sworn affidavit is valid up to 12 months from the date signed by the commissioner. - Q – Are there timelines for evaluation phases? - Completion of evaluation phases depend on the number of responses the department receives, evaluation may take one day or two days or more.	None	None
7.	CLOSURE	The chairperson thanked all attendees for their time and attendance. The meeting was adjourned.	Meeting was adjourned	None