PRESIDENTIAL
CLIMATE COMMISSION
TOWARDS A JUST TRANSITION

REQUEST FOR PROPOSAL

APPOINTMENT OF EXPERIENCED SERVICE PROVIDER TO PROVIDE A POSITION PAPER OUTLINING THE SPECIFIC REQUIREMENTS TO ENHANCE THE PENETRATION OF NEVS IN SOUTH AFRICA

Date of Issue	26 August 2024
Closing Date	Friday, 6 September 2024, 16h00

1. INTRODUCTION

The Presidential Climate Commission requires a suitably qualified and experienced service provider to conduct a study on what would be required to enhance the penetration of new energy vehicles (NEVs), in the South African market considering: the timelines to 2030, 2035 and 2050, market readiness for the adoption of NEVs, managing emerging risks, and what investment (supply side and demand side), skills and policy environment would be needed to enhance the penetration of NEVs in the South African market. With this request for proposal (RFP), the PCC is therefore supporting research on the transition to NEVs which have co-benefits for emissions reduction efforts of the transport sector and the country's nationally determined contributions (NDC) commitment.

The PCC requires a suitably qualified, experienced service provider to provide a comprehensive position paper on what would be required to enhance the penetration of NEVs in the South African market.

2. INSTITUTIONAL BACKGROUND

The PCC is an independent advisory body established by the President, overseen by a Commission drawn from government, business, labour, NGO, community based and research constituencies. The Commission emanates from the Presidential Summit held in October 2018, when social partners agreed that a statutory entity should be formed to coordinate and oversee the just transition towards a low-carbon, inclusive, climate-resilient economy, and society. Thus, the PCC advises government and social partners on South Africa's climate change response and the long-term transition to a climate resilient and low carbon economy and society.

The PCC is supported by a Secretariat which undertakes research and policy work to support the commission, manages its outreach and communications, and provides logistical support to the functioning of the commission.

3. BACKGROUND

In November 2023, the PCC hosted an energy dialogue on the transition to NEVs. Some key concerns raised during the dialogue included the ban of imported internal combustion engine vehicles in the European Union and the United Kingdom by 2035, job losses because of the inability to timeously transition this sector, the current energy insecurity and its impact on the roll out of NEVs, and the lack of incentives to support the sectors transition and localisation of manufacturing. Following this, the PCC hosted a follow-up roundtable discussion on the Transition to NEVs where relevant stakeholders explored proposed and existing policy measures, including the NEV supply-side incentives which were announced by Minister Enoch Godongwana during his budget speech, beginning 1 March 2024.

The cabinet approved Just Transition Framework identifies the automotive sector as one of the at-risk value chains and sectors because of commitments to transition energy systems globally. Electrifying transport is for many countries a prominent way of reducing carbon emissions for the transport sector, this has co-benefits for improving air quality through the reduction of NO_2 and CO emissions. As a result, the South African manufacturers in the auto value chain must transition their production from internal combustion engine (ICE) vehicles to NEVs and continue to support the growth of South Africa's vehicle production to 1% of global output whilst increasing local content in locally assembled vehicles to 60%.

The early market growth for NEVs continues, however, the range of barriers prevents their more widespread uptake. The inability to timeously transition this sector and increase local penetration of NEVs could have negative consequences for the country's economy, especially in regions where vehicle manufacturing is located. However, the switch from ICE to NEVs also depends on several interconnected systems and infrastructures, including vehicle chargers, parking sites and charging payment structures.

The winning service provider will use this body of work to produce a PCC position paper answering the proposed questions considering the timelines to 2030, 2035, 2040 and 2050. Given that the mandate of the PCC is to build consensus on climate issues, the winning bidder will also be expected to support the PCCs stakeholder engagement and information sharing programmes in this context.

4. SCOPE OF WORK

The successful service provider will be required to deliver on the following scope of work:

4.1 A project Inception meeting, where the appointed service provider will be required to:

4.1.1. Participate in a PCC inception meeting to meet the project team and set up project communication protocols, including finalising the project plan.

4.1.2. The appointed service provider will provide an inception report capturing the agreed upon timelines and decisions for the further project implementation.

4.2 The service provider will be further required to focus on deepened research and understanding in the following sub-areas:

4.2.1 What policy and incentive infrastructure would be required to accelerate the penetration of electric vehicle adoption in SA and for export.

4.2.2 What investment would this require (charging infrastructure, manufacturing, import).

4.2.3 What skills would be required in South Africa and is there a need for large scale (re)training.

4.2.4 What are the just transition issues (jobs, drivers, etc).

4.3 The service provider will also be required to:

4.3.1 Produce a detailed research report answering the research questions, including a summary for policy makers.

4.3.2 Take a risk-based approach to answering the research questions, meaning that key sensitivities, uncertainties, and bottlenecks will be identified and considered relevant in any projections, quantities, recommendations or otherwise.

4.3.3 Collaborate with existing studies that are looking at key assumptions that would support the penetration of EVs in SA.

4.3.4 Participate in the PCC organised stakeholder engagement process. This will include participation in the PCC quarterly NEV roundtable discussions and at least one 2-hour virtual webinar.

4.3.5 Participate in and receive feedback from PCC and PCC governance bodies including the Net-Zero Working Group (PCC commissioners).

4.3.6 Gather and where necessary estimate the necessary data needed to answer the research questions.

5. DELIVERABLES & TIMEFRAMES

The following deliverables are envisaged in line with the indicated delivery timelines:

DELIVERABLE/ ACTIVITY NO.	DELIVERABLE/ACTIVITY	TIMELINE
1	Inception Meeting	One (1) week after signing of contract
2	Inception Report (modified project plan and research methodology) Detail which systems	Four (4) weeks after signing contract September
3	Project Governance	Bi-weekly meetings with the project steering committee
4	Literature review on the policy and incentive infrastructure	Six (8) weeks after singing contract
5	Draft report	Six (6) months after signing contract
6	Final report	Seven (7) months after signing contract
7	Project Closeout Meeting	Eight (8) months after signing contract

6. PROJECT TEAM

6.1 The successful service provider must provide the following to demonstrate relevant experience in the automotive/transport sector, in particular e-mobility projects and research:
6.2 Detailed CVs of the individual and/or members of the team that will be working on the project indicating the qualifications of all team members
6.3 List of projects or assignments completed in respect of e-mobility and related enabling environments.

7. PROJECT GOVERNANCE

The Project will be led and coordinated by a project manager from the PCC Secretariat and a PSC (project steering committee) will be established to oversee the implementation of the entire project. The PSC will be finalised during project inception and will continue to manage the project until completion.

8. TIMEFRAMES

The project is scheduled to be completed within eight (8) months, after the signing of the contract.

9. EVALUATION CRITERIA

9.1 Phase 1: Functional/ Technical

The minimum functionality points of seventy **(80%)** are required to qualify to be evaluated for pricing. The Functional/Technical criteria are:

5= Excellent, 4 = Good, 3 = Satisfactory, 2 = Fair, 1=Poor

EVALUATION CRITERIA	GUIDELINE FOR CRITERIA APPLICATION	WEIGHTING
METHODOLOGY	Approach and Methodology indicating a clear understanding of the project brief and a realistic implementation plan. A clear outline of how due diligence, research and stakeholder engagement will be conducted.	**40%**
TRACK RECORD	*Experience:* attach a minimum of three (3) recent project reference letters.	**30%**
CAPABILITY	***Team capability:*** The key personnel of the team must have relevant qualifications, skills and experience in similar assignments including knowledge and understanding of the South African automotive sector (policy, regulations, investments), NDP goals, Just Energy Transition, climate change mitigation, amongst others. The bidder must submit an organogram with CVs including the composition of the proposed team, clearly outlining the main institutions, disciplines and the key personnel responsible for project execution.	**30%**
TOTAL		**100%**

10. CONTRACTING & CONTRACTUAL ARRANGEMENTS

The African Climate Foundation (ACF) is the fiscal host of the PCC for some of its donor funds and will serve as the contracting party for this work. Service level agreement contracts, cost estimates and invoices shall be directed to ACF.

10.1 TO NOTE

10.1.1 The PCC reserves the right in its sole discretion to reject any or all proposals in whole or in part, without incurring any cost or liability whatsoever.

10.1.2 All proposals will be reviewed for completeness of the submission requirements. If a proposal fails to meet a requirement of this RFP, or if it is incomplete or contains irregularities, the proposal may be rejected.

10.1.3 The PCC will review all written proposals and select vendors who will be invited for presentation and Q&A should it be required.

10.1.4 The final decision and successful appointment will be made by PCC and no correspondence will be entered into thereafter.

10.1.5 The PCC reserves the right to cancel this bid or ultimately decide not to appoint any bidder.

11. SUBMISSION OF BID DOCUMENTS

11.1 Prospective service providers must submit a detailed project proposal outlining:

11.1.1 Brief description of assignment including nature of research, results and outputs
11.1.2 Signed reference letters from minimum of three contactable references linked to these assignments.
11.1.3 The service provider must provide a detailed project plan and research methodology
11.1.4 The service provider must provide separate quotes (including daily rates and estimated effort) for following modules.
11.1.5 Costs should be fully inclusive of personal, travel and disbursements, software licencing and other foreseen costs
11.1.6 The proposal should be accompanied by company profile/s, CVs of team members, a table summarising company and team experience and level of training, client references on at least three similar projects, a tax clearance certificate.

11.2 Company documents

11.3 Tax Clearance Certificates

12. SUBMISSION AND ENQUIRIES

The deadline for submission is 06 September 2024, 16:00. No extensions of the deadline will be considered.

12.1 Service providers should send their proposals and accompanying relevant documentation to procurement@climatecommission.org.za **ONLY!**
12.2 All technical queries relating to this RFP can be directed to Simphiwe Ngwenya at simphiwe@climatecommission.org.za

12.3 Procurement inquiries regarding this RFP should be emailed to Tumelo Langa at tumelo@climatecommission.org.za

13. DISCLAIMER

This RFP is a request for proposals only and not an offer document. Answers to this RFP must not be construed as acceptance of an offer or imply the existence of a contract between the parties. By submission of its proposal, bidders shall be deemed to have satisfied themselves with and to have accepted all Terms & Conditions of this RFP.

The PCC makes no representation, warranty, assurance, guarantee or endorsements to the bidder concerning the RFP, whether with regard to accuracy, completeness or otherwise and the PCC shall have no liability towards the bidder or any other party in connection therewith.