



planning, monitoring & evaluation

Department:
Planning, Monitoring and Evaluation
REPUBLIC OF SOUTH AFRICA

Agenda: Tender Briefing session – DPME3/2021
Review, Amendment and Drafting of the Integrated Planning Framework Bill
Date: 26 August 2021
10h00 – 11h00
Online

Purpose: Non-Compulsory Online briefing of prospective bidders in relation to Tender DPME 3/2021: Professional Legal Entity or Resource Team for the Review, Amendment and Drafting of the Integrated Planning Framework (IPFB)

Chairperson: DPME- B Drost

Item	Responsibility
1. Opening & Background	Chairperson
2. Administrative compliance matters	SCM - M Prinsloo
3. Presentation on Technical Specifications	CD: Spatial planning - Z Khan
4. Questions & Discussion	Chairperson

Comment/Question	Resolution	Time Frame	Responsibility
Non-compulsory briefing session	Submissions of tender bidding documents of those who did not attend the briefing session will be accepted	N/A	N/A
Timelines	The indicative timelines published in the tender documentation need to be updated, but the duration of the project will remain at 4 months, and the same and will be stipulated in the SLA. The bid will be valid for 120 days	4 Months timeframe	N/A
Resources required for the project	Minimum requirements should be met however project team should list and include any other additional resources at their own discretion. The project lead does not necessarily have to e.g. be a black female under 35.		Bidders
Tender Closing date	N/A	10 September at 11:00	Bidders
Project plan	Bidders to provide project plan of how they intend to undertake the project in the bid document and will be further discussed at the inception meeting	September 2021 (Inception meeting)	
Annexure A	Dates to amended but timelines to remain the same and will be discussed with service provider		
IPFB Draft	2018 Draft is available online and will be uploaded onto the DPME website as part of the tender documents	30 August	
Additional documentation	Comments received on the 2018 bill and related information will be made available to the successful bidder		
Additional Questions	All questions from potential bidder to be submitted by 27 August 2021 by 12:00	Questions and replies will be uploaded by 30 th August 2021	
Project Management	The project will be managed by the DPME through the Chief Directorate Spatial Planning in the National Planning Coordination Services branch. Fortnightly virtual Project meeting with service provider. Monthly status report will need to be done (Total of 4 reports including close out report)	As per agreement stated in LA	DPME project Management team & Successful bidder
Project close out	4 months project	1 st week of December – mid December	