



APPLICATION GUIDELINES AND OBJECTIVES FOR THE

Social Infrastructure Programme

Bid Window 4 (*September 2022*)

TIRISANO CONSTRUCTION FUND

(Closing date: 10 October 2022)

1. General

This document provides application guidelines for **BID WINDOW 4** of the **SOCIAL INFRASTRUCTURE PROGRAMME** of the TIRISANO CONSTRUCTION FUND (TCF).

The Social Infrastructure Programme (SIP) of the Tirisano Construction Fund (TCF) is aimed at improving the quality of life of communities through promoting social and economic welfare by funding social infrastructure build projects and programmes. Examples of eligible infrastructure include healthcare facilities, childcare and early childhood development facilities, infrastructure for the aged and vulnerable, libraries and / or science laboratories at public schools, community halls, computer rooms at public facilities, student accommodation, green energy solutions, water infrastructure, roads linking rural communities with economic infrastructure, rural bridges, sports fields at public schools, and the like.

The programme aims to address strategic infrastructure backlogs and seeks to empower communities to improve their socio-economic circumstances.

2. Nature of the Social Infrastructure Programme (SIP) of the TCF

The SIP is a **grants programme** and grants are **not repayable**. The maximum grant per project is **R20 million** (including VAT and all professional fees). This amount can be reviewed and adjusted at the discretion of the Board of Trustees.

3. Who can apply for funding?

Applications can be made by individuals (“project champions”), companies, education institutions, non-governmental organisations, trusts or any other entity involved in the development and provision of public infrastructure.

Large parastatals with in-house capability and significant public and private funding (e.g., Transnet, Eskom, TCTA) will not be a priority.

Current beneficiaries of TCF grants or loans are eligible and will be competing on an equal footing with other applicants in a fair and transparent evaluation process.

Applicants may submit more than one project application, but it is highly unlikely that more than one project from the same applicant will be funded. Each proposed project will be evaluated on its own merits.

4. Types of projects that qualify for funding?

Projects that will **demonstrably improve the socio-economic realities faced by communities, especially rural communities**. The application should therefore outline how it will improve the quality of the life of beneficiaries through the improvement in infrastructure, providing access to services and addressing strategic infrastructure backlogs.

Projects must be for the development of strategic infrastructure. In other words, the proposed infrastructure project **must develop and establish commonly utilized assets** that will provide a clearly articulated advantage to, or impact in, the affected community(ies). The TCF is particularly interested in projects that will enhance and improve local government in rural areas or severely disadvantaged communities and/or which serve rural or severely disadvantaged communities.

TCF grant funds can be applied to **professional planning** (architects, engineers, quantity surveyors, town planners) and **construction** of the infrastructure only (“bricks and mortar”). Applicants should provide proof that the project is fully-funded (in cases where the application is for part-funding of a much bigger facility), and that the applicant has the capacity to operate and maintain the project without TCF support after construction has been completed and the asset handed over to its owner(s).

Social Infrastructure domains include, but is not limited to:

- Green energy;
- Water & sanitation;
- Roads and transportation, especially roads linking rural communities with economic infrastructure;
- Rural bridges;
- Social housing;
- Facilities for the aged and vulnerable;
- Student accommodation;
- Sports fields and facilities;
- Healthcare facilities;
- Law enforcement infrastructure;
- Childcare and early childhood development facilities;
- Public schools including libraries and / or science laboratories at public schools;
- Public Technical Vocational Education and Training (TVET) Colleges; and

- Public Universities;
- Community halls;
- Computer rooms and IT facilities at public facilities, and the like.

5. How does the Social Infrastructure Programme Bid Window work - Evaluation of applications

1. Applicants are required to submit their project proposals through this open Bid Window process. Whilst it is preferred that projects should be **ready for implementation** (Category 2), consideration will be given to projects that require funding for **early development** (Category 1). Applicants should clearly indicate whether they require funding in Category 1 or 2 as per below:
 - 1.1. **Category 1:** Funding required for project **pre-feasibility work**, project preparation and the development of a suitably detailed project proposal that can subsequently be tabled to the TCF Board of Trustees for Category 2 funding.
 - 1.2. **Category 2:** Project implementation (professional planning and construction).
2. All applications received within the submission deadline will be checked for administrative compliance and compliant applications will be scored and evaluated against pre-determined criteria.

There will be a threshold score to be achieved in each Category.

- Category 1: High level scoring will be done to identify applications / project(s) that align best with the TCF mandate. Applications / project(s) that meet a threshold score will be presented to the Board of Trustees who will decide which Category 1 applications / project(s) should be developed to “implementation ready” status with the assistance of TCF technical consultants and will also assign a capped budget for such development work. The application will then be assigned to a TCF technical consultant for project feasibility work and project preparation. The consultant will report to TCF Executive, outlining the estimated project implementation costs and other relevant information for decision-making. It may then proceed to Category 2.
- Category 2: Applications / projects that meet the threshold score set by the TCF will be forwarded to TCF technical consultants for due diligence investigations, which will include meetings with the proponents of the project and site visits. Due diligence reports will be submitted to the TCF Executive, who will compile a report with recommendations for funding to the Board of Trustees. The Board of Trustees will decide which project(s) should be funded and to what amount(s).

Note: Due to limited available funding, not all projects that meet the threshold score will be funded. The TCF Executive will seek Board approval for those projects that are deemed to be the “best fit” with the mandate and available funds.

3. TCF Executive will administer contracting. All contracts are signed by the mandated Trustees.

The decision of the Board will be final and no correspondence will be entered into between the TCF administrative team and the applicant after the decision of the Board. Unsuccessful applicants will be informed of the outcome through a letter informing the applicant that the application was not successful. Successful applicants will enter into an agreement with the TCF and implementation can start as soon as the TCF and the applicant have signed the agreement.

4. During project implementation, TCF Technical Consultants will provide project oversight and management assistance, guidance and monitoring as required. Regular (at least quarterly) progress reporting will be provided to the Board of Trustees of TCF.
5. Should any approved project(s) not progress to implementation, funding could be withdrawn by the Board of Trustees. It is therefore important for applicants to propose projects that are “implementation ready”.

6. What to include in an application / a submission

Applicants should submit a detailed proposal that will serve as input to the due diligence and funding approval process. The proposal should include:

- a. A signed POPIA consent form (**Annexure A**), allowing the sharing of documents by the TCF, to ensure diligent evaluation of the submitted application(s).
- b. The documentation as listed in **Annexure B** to these Application Guidelines.
- c. A description of the project;
 - Project **Category**: Clearly indicate whether they require funding in Category 1 or Category 2 as per below:
 - i. **Category 1**: Funding required for project **pre-feasibility work**, project preparation and the development of a suitably detailed project proposal that can subsequently be tabled to the TCF Board of Trustees for Category 2 funding.
 - ii. **Category 2**: Project implementation (professional planning and construction).
 - Project **Phase in the Project Life Cycle**: The applicant should identify in which phase of the project life cycle the proposed project is, preferably using the following terminology:
 - **Project Phase 1: Planning**

- Identify the need for the project and provide a clearly articulated needs statement
- Infrastructure “Master Plan”: Does the proposed project fit into the broader planning of infrastructure for the affected community(ies) and if so, how?

Note: TCF can make funds available for **project development** (Category 1). However, such support will **not** guarantee full funding for the proposed project’s implementation (Category 2).

○ **Project Phase 2: Preparation / Project feasibility**

The applicant should outline what work has been completed with regards to:

- Technical aspects (e.g., site surveying, municipal and other approvals, site plans, architectural drawings and / or models, engineering design and other work, detailed costings / bills of quantities)
- Economic impact assessments / description
- Social impact assessments / description
- Environmental impact assessments / description
- Any permits and licenses required prior to implementation / construction, with the status of relevant applications and approvals
- Acquiring letters of support from stakeholders,

○ **Project Phase 3: Procurement**

If the proposed project has adequately addressed Phases 1 and 2, the applicant should describe the procurement strategy for implementation. This should include details of how the **full** project be funded, what partnerships are required (over and above TCF partnership), whether professional service providers have been brought on board, etc.

○ **Phase 4: Implementation**

The applicant should describe how it will conduct the design, construction, maintenance and disposal (if applicable) of the asset established through the project. The narrative in the proposal should therefore include:

- i. A clear justification or rationale for the proposed project;
- ii. The objectives, outcomes and targets of the proposed project;
- iii. A summary of other funding options that were / are being considered, and an explanation of why the TCF will be the preferred choice;

- iv. A socio-economic analysis, including estimates of economic costs and benefits associated with the intervention and anticipated social and distributional impacts;
 - v. A budget for the project, which includes a financial and funding model, cash flow projections, a statement of capital and operating costs (detailed bill of quantities) as well as other budget requirements of the intervention over its full lifecycle;
 - vi. A risk assessment, including technical, financial, economic, social, environmental and any other risks;
 - vii. The procurement plan associated with the project; and
 - viii. A statement of institutional and operational readiness to implement the proposal
- d. A signed POPIA consent form (**Annexure A**), allowing the sharing of documents by the TCF, to ensure diligent evaluation of the submitted application(s).
 - e. The documentation as listed in **Annexure B** to these Application Guidelines.

The applicant should also provide the documentation as listed in Annexure B.

7. Queries

If you have any queries, please contact Ms Mpho Chalale via email at the email address tirisanoSIP@idc.co.za before 16 September 2022 (17h00). No queries will be responded to after this date.

8. How to apply

- All documents submitted must be in English.
- Applications must be emailed to tirisanoSIP@idc.co.za on or before the closing date.
- Only e-mailed applications will be accepted.
- Applications must be in pdf file format.
- The IDC e-mail servers are configured to receive e-mails with attachments up to 50MB. In cases where e-mail and attachments size exceed 50MB, bids should be divided into more than one e-mail and the cover e-mail should state such division, with appropriate numbering of each e-mail. The IDC will not download information from shared drives and will only accept emails.
- A signed POPIA consent form must be included in all applications, allowing the sharing of documents by the TCF with technical evaluators, to ensure diligent evaluation of the submitted application(s).
- No late applications will be accepted.

THE CLOSING DATE FOR APPLICATIONS IS 10 October 2022 AT 17h00

NO LATE APPLICATIONS WILL BE CONSIDERED.

Annexure A
POPIA Consent Form

Application to Bid Window 4 of the Social Infrastructure Programme (SIP)

I, *(please insert full name and surname)* in my capacity as *(please insert designation)* of *(please insert applicant name)*

do hereby grant the Tirisano Construction Fund (TCF) and its members, employees, agents and representatives permission to use information in my application as well as information provided during due diligence investigations for the purposes of evaluating my application into Bid Window 4 of the **Social Infrastructure Programme (SIP) of the Trust.**

I understand that provided to the TCF this information may be kept permanently and archived for the TCF to use at their discretion.

Furthermore, I understand that no royalty, fee or other compensation shall become payable to me by reason of such use.

Signature Date.....

Full names

Phone Number

e-mail address

Annexure B

1. **Service provider / Applicant information** (the entity / institution / company that will implement the proposed project):
 - a. Registered name of entity and proof of registration as a South African entity / company:
 - i. CIPC (Certificate of Confirmation)
 - ii. Copy of CM1 / CoR14.1 / CoR14.3 (Certificate of Incorporation / Registration Certificate)
 - iii. Copy of CM9 / CoR15.2 (Certificate of name change, if applicable)
 - b. Certificate of registered address and Director Information:
 - i. Copy of CM22 / CM29 / CoR21 / CoR39
 - c. Copy of a valid tax clearance certificate or SARS PIN,
 - d. Organisational structure and management team details,
 - e. Contact details of the designated contact person,
 - f. The last three years of audited Annual Financial Statements. If the service provider is a startup, submission of a 3-year forward-projecting pro-forma income statement is required.
 - g. A succinct outline of the applicant's core business and a Business Plan for 2023/24 FY.
 - h. Three contactable references for three projects completed over the last 3 years. In the case of the start-up, three contactable references, with relevant professional knowledge regarding the applicant start-up's capabilities and experience about the application (personal contacts such as friends and family should not be included).
2. A letter from the Bank as proof that the applicant has an established bank account at a registered South African bank.

Note: Should an applicant be successful, further documentation will be requested to:

1. ensure FICA compliance,
2. check for domestic prominent influential individuals (DPIPs) linked to the applicant,
3. check for foreign prominent public officials (FPPOs) linked to the applicant,
4. determine whether there are family members of domestic prominent influential individuals (DPIPs) and / or foreign prominent public officials (FPPOs) linked to the applicant.