



REQUEST FOR PROPOSAL

Tender Title:	PUBLIC OPEN SPACE TREES
Tender Reference Number:	JICP2024PoS
Client:	JICP
Publication Date	10 October 2024
Proposal Submission Deadline:	18 October 2024

1. INTRODUCTION

JICP invites qualified vendors to submit proposals for **the delivery 6400 specified trees, each with a capacity of 50 litres, necessary compost, tree stakes and ties in Alexandra Township, Lombardy East and Johannesburg Inner City** under the Scaling Urban NbS for Climate Adaptation in Sub-Saharan Africa (SUNCASA) project. This initiative is implemented in partnership with the International Institute for Sustainable Development (IISD) in partnership with World Resources Institute (WRI).

2. SCOPE OF WORK AND DELIVERABLES

PROJECT SUMMARY

The Jukskei River originates beneath the Johannesburg Inner City, where the ridges that contribute to the catchment area are also prominently situated, and it ultimately flows northward, merging with the Crocodile River before continuing its journey toward the Indian Ocean. By strategically integrating the river's natural pathways with the walkability of the city's core, we aim to create a network of green, accessible, and welcoming spaces. These initiatives will not only improve the quality of life for residents but also contribute to the ecological sustainability of the region.

The SUNCASA Project aims to revitalise the Upper Jukskei River catchment by addressing flooding, managing urban heat, improving water security, and enhancing biodiversity—ultimately increasing climate resilience for over a million people.

Working with local partners, the greening project aims to plant trees to (1) rehabilitate riverbanks along the Jukskei River and (2) create green, walkable networks, in key streets and public spaces in Alexandra Lombardy East and along the Johannesburg's Inner City Walkable Network.



The SUNCASA Project aims to implement gender-responsive, nature-based solutions by empowering women and engaging them actively in climate resilience and community development efforts. Central to this approach is fostering active citizenry, encouraging local communities to take ownership of the revitalization process. By involving residents, especially women, in planning and stewardship, the project ensures that the transformation of the Jukskei River and surrounding public spaces is inclusive, sustainable, and reflective of community needs.

1. SCOPE OF WORK AND DELIVERABLES

The SUNCASA project aims to enhance urban greening in Johannesburg by procuring and planting local indigenous tree species from the approved list by Johannesburg City Parks and Zoos. The selected species are drought-resistant, frost-hardy, and well-suited to the city's climate and soil conditions. These trees will be strategically planted throughout Johannesburg, contributing to climate adaptation, biodiversity protection, and the overall liveability of urban spaces.

The scope of work consists of the following:

- Provision of trees according to the delivery schedule
- Assisting implementing partners with the setting up of temporary nurseries upon delivery

SPECIFIED TREE SPECIES FOR PROCUREMENT:

- **Bolusanthus Speciosus** - Tree Wisteria
- **Dais Cotinifolia** - Pom Pom Tree
- **Diospyros Lycioides**
- **Dombeya Rotundifolia** - Wild Pear
- **Dovyalis Caffra** - Kei Apple
- **Ekebergia Capensis** - Cape Ash
- **Erythrina Lysistemon** - Common Coral
- **Grewia Occidentalis**
- **Haleria Lucida** - Tree Fuchsia
- **Harpephyllum Caffrum** - Wild Plum
- **Heteropyxis Natalensis** - Lavender Tree
- **Kiggelaria Africana** - Wild Peach
- **Olea Europaea Africana** - Wild Olive
- **Pappea Capensis**
- **Searsia Lancea** - Karee
- **Celtis Africana** - White Stinkwood
- **Vachelia Xanthophloea** - Fever Tree

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Rand Club, 33 Loveday St, Marshalltown, Johannesburg, 2107 www.jicp.org.za

Directors: I Mkhabela (Chairperson), N Barnes (Vice-Chairperson), X Diwathi, P Foley*,

D Jeevanantham, C Lund, L Netshitenzhe, R Petersen, K Cox**

**Australian **Alternate Director*



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2. QUANTITY AND DELIVERY SCHEDULE

A total of 6400 trees, each with a capacity of 50 litres, **with planting compost, stakes and ties** will be procured and delivered as per the following schedule:

Month	Number of Trees
Nov-24	1600
Jan-25	1600
Feb-25	1600
Mar-25	1600

3. DELIVERY TIMELINE AND MILESTONES

- **Lot 1:** Delivery of **1 600** trees with planting compost, stakes and ties by **end October 2024**, delivered to Alexandra.
- Monthly deliveries will continue according to the schedule, with the final delivery of **1 600 trees** by **March 2025**.
- Trees must be delivered to designated areas in Alexandra Township, Lombardy East and Johannesburg Inner City, with the supplier responsible for ensuring proper storage and suitable conditions for planting during delivery.

4. PROJECT COMPLETION DATE

The project is set to be completed by **March 2025**, following the final scheduled tree delivery and planting phase.

5. ADDITIONAL VENDOR REQUIREMENTS

- Vendors must supply the approved tree species, ensuring that all trees meet the project's environmental and climatic suitability requirements.
- Bidders must assist in tree delivery logistics and ensure proper care is taken to maintain tree health during transit and delivery.
- Vendors will be responsible for replacing any trees that are damaged upon delivery.

6. PROPOSAL SUBMISSION REQUIREMENTS

Interested vendors should have the resources required to fulfil the requirements of this RFP.

To ensure a comprehensive evaluation, proposals should be structured with detailed narrative and financial subsections as outlined below:

Narrative

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- **Introduction**
Provide a concise overview of your organisation and its relevant experience. Highlight any past projects that align with the aims of the SUNCASA Project.
- **Project Vision**
Explain how your approach aligns with the project's goals to enhance community engagement, environmental sustainability, and urban greening.
- **Methodology and Approach**
Based on the tree planting schedule, how to best deliver the trees and possible assistance with securing the trees on site. Including relationships with nurseries to ensure the supply of trees.
- **Timeline**
Provide a detailed timeline for each intervention phase, including key milestones and deliverable dates.
- **Experience**
List of past projects demonstrating qualifications and experience executing similar work related to the SUNCASA interventions.

Financial

- **Detailed Budget**
Present a comprehensive budget breakdown, clearly identifying costs associated with each item required:
 - Trees
 - Delivery
 - Compost
 - Tree stakes and ties
- **Cost-Effectiveness**
Provide a brief analysis of how the budget demonstrates cost-effectiveness and efficient use of resources while achieving project objectives.

Co-funding opportunities will be considered favourably.

7. EVALUATION AND SELECTION

The following criteria will be the primary considerations in evaluating all proposals submitted in response to this RFP:



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Experience and Qualifications (5%)

Proof of relevant experience in similar projects and qualifications, with an emphasis on working within Sub-Saharan Africa and with ecological or community-focused projects.

Financial Stability (5%)

Evidence of sufficient cashflow to deliver until project completion.

Inventory Management (10%)

Inventory level management, forecasting capabilities and lead times for restocking items to ensure supply continuity. Quality control to reduce returns or unsold inventory. Capacity to scale inventory up or down.

Budget and Cost-Effectiveness (80%)

Reasonableness and transparency of the budget, ensuring cost-effectiveness while maximising impact and meeting project objectives.

Conditions for Proposal Selection

The bidder offering the best overall value will be selected. For this procurement, both price and non-price aspects will be considered for evaluating bidders' proposals.

JICP may, at its discretion and without explanation to the prospective vendors/individuals choose to discontinue this RFP, without obligation to such prospective vendors/individuals or make multiple awards under this RFP.

Debarment and sanctions

Proposals will not be considered from vendors/individuals that are presently debarred or named on any restricted parties lists.

8. SUBMISSION INSTRUCTIONS

Proposals should be submitted as a single PDF document, including both narrative and financial sections. The financial subsection must be submitted in a separate Excel document and be included in the PDF Proposal.

The narrative section should not exceed 5 pages, while the financial subsection should be concise, detailed, and clearly organised.

Use a clear, professional font (e.g., Arial, Times New Roman) in size 11 or 12.

All expressions of interest and questions about this RFP must be received via email to chanel@jicp.org.za by **17h00 on 15 October 2024**. Answers to the questions will be shared with all parties who have asked questions or otherwise expressed interest.



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All proposals must be submitted by **17h00 on 18 October 2024** in the **prescribed format** to chanel@jicp.org.za

RFP DATES

#	Activity	Due Date
1	RFP Questions	15 October 2024
2	Submission of proposals	18 October 2024
3	Project Start	1 November 2024