



IN THIS ISSUE

- Better bids for the NUP
- It's full steam ahead in the Free State
- Informal settlement workshop
- NUSP website goes live

The National Upgrading Support Programme is a programme of the National Department of Human Settlements

Better bids for the NUSP

The NUSP team recently assessed over 170 bids for contracts and applications to the Panel of Service Providers. We were really pleased with the high quality of many submissions, but also surprised at the number of tenders that showed little understanding of the purpose of the exercise.

We realise that it's hard to keep business running and at the same time put time and effort into bidding for work. So, based on our experience, we feel it may be helpful to give some advice to potential bidders for future NUSP contracts.

Read the Terms of Reference closely. Sounds too obvious, doesn't it? But we saw many submissions where the bidders clearly had not read the ToRs. Companies bid for construction work even though the tender was for planning services. Others offered engineering consultancy when what we needed was community facilitation. We put a lot of effort into drawing up ToRs – we do this because we have to specify which services we need. If you misinterpret or ignore the ToRs, your bid won't match our requirements and you're already heading for a very low score.

Set out your own approach and methodology. We ask you for details of how you propose carrying out the assignment – your approach (for example, desk-based, field work, action research) and methodology (for example, key informant interviews, aerial photography, household survey and analysis). We ask for this so you have an opportunity to show us how well you have understood the assignment – it's your chance to impress us with your knowledge and experience. Inserting parts of your profession's standard form of

contract as an example of your approach is not particularly impressive. The same goes for the practice of simply repeating the ToRs as your methodology. We already know what is in the ToRs. After all, we wrote them.

Be careful with the 'cut and paste'. Many bid documents include parts transported from elsewhere. Fair enough, 'cut and paste' is the busy bidder's friend. Sections from other documents are easy to spot because they often include the name of the wrong municipality, they talk about a different objective, or the grammar is out of line with the rest of the document. Consequently, they are not clear or easy to understand, and are marked down accordingly. If you do 'cut and paste', proofread carefully, amend the errors and make sure it makes sense.

Listen carefully at the briefing. We hold a briefing session for each major NUSP tender. Representatives of the potential bidders have to attend. We spell out the purpose of the tender, what we want to achieve and what we are looking for. It is your chance to ask questions of clarification and to get information. So take advantage of this opportunity – we saw many examples where companies that had attended the briefing still had basic misunderstandings in their bid

documents. So listen carefully, and make sure that you (or whoever is writing your bid document) has a thorough understanding of what is required.

That's it – four simple actions you need to do. We're not saying these are sure-fire tips for winning, but they certainly will improve the quality of your bid documents and that has to be a step in the right direction.





Mangaung Metro: Grassland informal settlement



Mangaung Metro: Thabanchu informal settlement

It's full steam ahead in the Free State

The Housing Development Agency (HDA) delivered a presentation at the Free State Premier's consultation meeting with the Human Settlements Department on 4 February. This meeting was attended by executive mayors, municipal managers and housing managers from all Free State municipalities. The Premier urged municipalities to sign delivery agreements with the HDA on informal settlement upgrading.

Following from this, an informal settlement upgrading workshop for the six (6) Free-State NUSP municipalities was held on 12 February at Moqhaka Local Municipal offices in Kroonstad. The objectives of the workshop were to:

- Outline the NUSP requirements on the implementation of the upgrading of informal settlements programme (UISP)
- To consider the development of delivery agreements covering the scope of informal settlements with relevant municipalities
- To consider progress made by the Free-State Department of Human Settlements on informal settlements upgrading targets for each of the NUSP municipalities

FREE STATE NUSP MUNICIPALITIES

- Mangaung
- Metsimaholo
- Moqhak, Dihlabeng
- Maloti-a-Phofung
- Matjhabeng

It was agreed at the workshop that the provincial NUSP forum will be convened in March, and that all the NUSP municipalities will submit their final lists of informal settlements, establish the ISU task teams, and also nominate municipal ISU champions. The Free State Department of Human Settlements, who also attended the workshop, committed to undertaking an audit,

with the support of the HDA, to assist in verifying and recording the accurate progress made towards reaching the Outcome 8 target of upgrading 26 400 households by 2014.

Informal settlement workshop

The HDA hosted a partners' workshop on support for implementation of the informal settlement programme on 27 February. The purpose of the workshop was to share status and progress and for the partners to update on joint activities on the HDA informal settlement upgrading programme. Shift, PPT, DAG, PLANACT, and the CSIR were in attendance, as well as the NUSP National Department of Human Settlements team.

Maki Thellane, HDA Technical Support Manager, Projects and Programmes, presented an update of the informal settlements support work in Limpopo and Free State. (Refer to January NUSP newsletter for an article on the audit and rapid assessment work that the HDA undertook in the Limpopo Province.) In the Free State Province, a rapid assessment and audit was conducted in 23 informal settlements. Five other NUSP municipalities are also receiving technical support starting with Mangaung Metro Municipality for the development of informal settlements strategy.

There was much robust discussion and the issues that came out of the workshop included professional practice, meaningful participation, community empowerment, participatory planning approach, definition of upgrading, acceptance of incrementally and informality, settlement management plans, meaning of informal settlement, meaning of basic services and also the HDA/PPT position paper on the meaning of upgrading – these will be addressed at a future session.

NUSP WEBSITE GOES LIVE

The NUSP website is now live. Please visit www.upgradingsupport.org and let us know what you think about the website.



human settlements

Department:
Human Settlements
REPUBLIC OF SOUTH AFRICA



CONTACT US

■ NUSP www.upgradingsupport.org ■ HDA 011 544 1000 ■ NDHS 0800 701701