

REQUEST FOR QUOTATION (RFQ)

Green Outcomes Fund website update

Established in 2010, GreenCape is a non-profit organisation that drives the widespread adoption of economically viable green economy solutions from South Africa. GreenCape works with businesses, investors, academia, and government to unlock the investment and employment potential of green technologies and services, and to support a transition to a resilient green economy. Our aim is to be globally relevant in driving the uptake of green economy infrastructure solutions in the developing world.

One of our current projects is the Green Outcomes Fund (GOF).

As part of this project, we require a service provider to do an update of this website for GOF II. The structure and content needs updating to reflect the transition from GOF I to GOF II.

BACKGROUND TO THE PROJECT

The key focus of GOF is to de-risk capital investment into innovative green SMMEs by utilising an outcomes mechanism to increase the volume and value of available capital. There is an emphasis on job creation at the SMME level, in the transition to a green economy.

SCOPE OF WORK

We require a service provider to undertake an update of the **Green Outcomes Fund** website (<https://thegreenoutcomesfund.co.za/>). Our goal is to transition the website to reflect the new value proposition of GOF II, while keeping the reference to GOF I (which was essentially a pilot). [Example of how investment funds communicate their different fund phases: <https://climatefundmanagers.com/funds/>.]

Problem statement: The current website was created for GOF I (the pilot phase of GOF). GOF II is now launching, with a different value proposition, a new set of funders, and a different route to engagement for green SMMEs and investors (or *Catalytic Finance Partners*).

Project goals

- Improve usability and performance: The new site must be fast, reliable, and intuitive for users to navigate.
- Streamline content and structure: We need to migrate and reorganise existing content, consolidating information.

GreenCape Sector Development Agency

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Company Registration No. 2012/039750/08

Refer to the GreenCape website for director details

- Enable internal management: The new site must be built on a WordPress platform with an intuitive backend that allows our team to easily update content, news, and directories without technical assistance.
- Enhance accessibility: The new design must be fully responsive and optimised for a seamless experience on all devices, from desktops to mobile phones.

Target audience: The primary users of the GOF website are green SMMEs looking for funding, investors who want to invest / have invested in green SMMEs and the GOF II funders.

Content restructuring: The current site will need to keep relevant information about GOF I and add the new information and calls to action for GOF II.

[We welcome recommendations about how to increase the UX of the site, where essentially two audiences (Green SMMEs and Investors) need to easily find information on how they can respectively engage with GOF II.]

Required pages & sections: The updated website must include the following sections. *The brief is not a final sitemap but a potential guide for content organisation. We welcome a workshop prior to wireframing to further elaborate on the requirements.*

- **HOME (dropdowns)** [Answers: Why, what, how, who]
 - **About GOF** – Content needs updating to reflect the transition from GOF I to GOF II. [Why & what]
 - **How GOF works** – Content needs updating (Simplified GOF theory of change / creating impact) “*How GOF creates impact*”. [How/GOF]
 - **GOF funders and partners** [Needs a visual mechanism to distinguish between GOF I and GOF II funders]. [Who]
 - *FAQs – Content needs updating / reconsidering*
- **GOF PHASES (Refer to <https://climatefundmanagers.com/funds/>) (dropdowns):** [Answers: Who & How/audiences]
 - **GOF I** (This needs to be the legacy and impact of GOF I. which would be a summary of impact, CFPs, etc.)
 - **GOF II** (The live fund, with new calls to action for green SMMEs and Investors (or *Catalytic Finance Partners*) – we will need to supply the updated content.
- **CONTACT US:** A standard contact page with a form and contact details.
- **RESOURCES** (Blog section, publications, links to GBSSD and GC etc)

Deliverables

- A fully functional, responsive WordPress website.
- Backend access and training for our team on how to manage and update the site.

- A sitemap and wireframes for approval prior to design and development.
- The migrated content is correctly placed and formatted.

LOCATION

Online

DATE OF DELIVERY

Timeline: We are aiming to complete this project within three months of the contract being awarded.

GENERAL INFORMATION

1. Any quotation/proposal submitted after the closing date and time shall **not** be considered.
2. GreenCape reserves the right to cancel the procurement process without notice at any time and not make any appointment on this project, without attracting any liability of whatsoever nature to any party at all.
3. A functionality component may be added to a procurement matrix analysis (50/50) if where appropriate. The project budget is capped at R200 000.
4. Each bidder must include in its quotation/proposal a confirmation that it does not and will not have any actual or potential conflict of interest in submitting its quotation (see Declaration of Interest attached as Annexure B to this RFQ/RFP).
5. Functionality will be based on the following criteria: Portfolio of previous projects; Experience with Wordpress; Flexibility with reverts (within reason); Experience with investment portfolio websites.
6. The awarding of this project or any part thereof to a bidder will be communicated in writing by GreenCape, but shall be subject to a service level agreement, non-disclosure and other terms as may be determined by the funder(s), which the successful bidder will be expected to enter into with GreenCape.
7. The successful quote/proposal submitted by the bidder will form part of the service level agreement and may not be amended at any time after acceptance unless agreed to in writing by GreenCape and the service provider.
8. The appointed bidder will be expected to comply, amongst others, with the following:
 - a. any applicable health and safety rules and regulations, including, but not limited to, the provisions of the Occupational Health and Safety Act No. 85 of 1993;
 - b. registration and good standing with the Commissioner for Compensation for Occupational Injuries and Diseases and having the necessary employer's liability insurance in respect of its employees/agents in line with the provisions of the Compensation for Occupational Injuries and Diseases Act No. 130 of 1993, as amended; and

- c. to have acceptable insurance policies in place in line with general industry standards, in respect of at least the usual risks of public liability and health and safety, as well as any other required to sufficiently cover its liabilities in respect of the services (if any) which policies it shall provide to GreenCape upon request
- d. to comply with legislation relating to corruption, bribery, prevention of terrorism funding and any other legislation which may be applicable to it (which is also applicable during the bidding process).
- e. provisions of the grant agreement in terms of which subcontractors/service providers must be appointed (if any).

SUBMISSION REQUIREMENTS

Interested organisations are invited to submit a bid for the outlined scope of work that should include the following:

1. Quotation/ cost proposals for the work
2. Company profile, indicating previous projects with similar requirements.
3. Tax Clearance Certificate
4. Company Registration Certificate
5. BEE credentials with certificate or affidavit as relevant

GreenCape reserves the right to request further due diligence documentation and roll-out plans from the bidders.

Please email the above documentation to cilnette@green-cape.co.za by 12 May 2026 using the reference: GOF II. Please note that a failure to submit any of the required documentation could result in the bidder being excluded from the tender process. For any queries related to this RFQ/RFP, please email: cilnette@green-cape.co.za

Annexure A: B-BBEE score weighting

Table 1 – B-BBEE score weighting

B-BBEE Status Contributor	Level of	Number of Points
1		20
2		18
3		16
4		12
5		8
6		6
7		4
8		2
Non-compliant		0

Annexure B: Declaration of Conflict of Interest

Any legal person/s having a relationship with persons employed by The GreenCape Sector Development Agency or any of the funders listed in this RFQ may make an offer/s in terms of this invitation to bid. In view of the possible allegations of favouritism, should the resulting bid, or part thereof, be awarded to persons connected with or related to The GreenCape Sector Development Agency or any of the funders listed in this RFQ, it is required that the bidder or his/her authorized representative declare his/her interest as required below.

1. Have you previously provided services/products to The GreenCape Sector Development Agency or any of the funders listed in this RFQ?

YES

NO

If yes, please furnish further particulars:

2. Do you have any relationship (family, friend or otherwise) with employees of The GreenCape Sector Development Agency or any of the funders listed in this RFQ?

YES

NO

If yes, please furnish further particulars:

3. Were you previously employed by the GreenCape Sector Development Agency or any of the funders listed in this RFQ?

YES

NO

If yes, please specify further details of previous employment:

4. Please provide details of any other positions that you currently hold that could be of relevance to assessing conflict of interest for purposes of this project (e.g. directorships, partnerships, trusteeships, shareholdings, etc.):

I am aware that in the event of not accurately declaring any of the above, The GreenCape Sector Development Agency is entitled to terminate the agreement, and take any further action it deems necessary.

I hereby confirm that all the information provided above is true and correct.

SIGNATURE

FULL NAME

DATE

CAPACITY