



Request for proposal: ABCD Grant
Administrator

Date: April 2026

Reference number: ABCD Grant
Administrator 13/04/2026

REQUEST FOR PROPOSALS: KANGNAS WIND FARMS:

Introduction

Kangnas Wind Farms are committed to contributing to the development and empowerment of the local community. As part of our approved Social and Economic Development initiatives, we invite experienced and qualified service providers to submit proposals for the ABCD Grants Administration. He

Scope of work

The service provider will be expected to:

1.Pre-Disbursement

The service provider shall :

- Receive grantee application forms directly or from the Project Company for review and screening against set criteria.
- Receipt of application form and their supporting documents.
- Conduct site visits to eligible Grantees with Project Company Project Officer or delegated staff.
- Ensure completeness, accuracy, and background due diligence of all information from applications prior to submission to the Service Provider.
- Compile and submit a report on all applications received including but not limited to recommended financeable application as well as reasons for rejections where applicable.
- Provide feedback to the respective applicant on the reason for their application not being successful – and offering suggestions to make their application fundable. Copy project officer in with information communicated to applicant.
- Provide recommendation to the project company on possible capacity building interventions required to ensure an increase in fundable projects into the future.
- Indicate to the project company how the applicant is utilizing the ABCD methodology.

2.Information Management

The service provider shall:

Develop and maintain:

- A database of all applications received.

- An Information Management system that is electronic and is always accessible by the project company
- Compile and submit a report on all applications received including but not limited to recommended financeable application as well as reason for rejection where applicable.
- Please ensure that the report includes a detailed summary of business operations and the impact of funding application.
- Upon award contract , the above-mentioned scope of work will be translated into an Agreement and shall form the basis of annual measurement. Failure to meet these KPI's may result in cancellation of the agreement.

3.Exclusion

The following activities shall be executed by the Project Company:

- Advertising grant opportunities to local communities.
- Drafting of the Grant Agreement between the Grantee and Project Company.
- Payment of funds to Grantees.
- Provision of the monitoring and evaluation after support have been received.

Proposal Submission Requirements

Interested service providers must include the following in their proposals:

- Company Profile
 - Overview of the company, services offered, and relevant experience in rendering similar services as a 3rd party.
- Valid Company Registration Documents
 - CIPC registration certificate
 - Current tax clearance certificate or SARS tax compliance status pin
 - Banking Confirmation Letter
 - Valid B-BBEE affidavit or certificate
- For each director/member, the following is required:
 - Certified copy of ID: South African ID or valid passport (if a foreign national).
 - Comprehensive Curriculum Vitae (CV): Detailed CV of each director/member.
- Budget Breakdown
 - Per applicant including transportation per kilometer.
- Proof of Previous Experience
 - At least two signed reference letters or contactable references from past clients
 - Evidence of past projects undertaken (especially community-based or funded programmes)

Exclusions

The following will result in applications not being considered:

- Negative credit record.
- Criminal records of either the business or any of its Directors / members.
- Blacklisting by the project company / wind farms.

Submission Instructions

We would appreciate receiving your proposal by or before the close of business on **13 April 2026** via email to joshall.klasse@weareinfinitypower.com Late submissions will not be considered Please note that the company reserves the right to cancel this application for project proposals at any time.

The evaluation of the application for project proposals will be assessed as follows:

- 60% price
- 15% functionality and/or experience
- 10% location of the service provider
- 10% BBBEE rating

Closing Date: 13 April 2026, @ 17:00

For any inquiries, contact Joshall Klasse (063 404 8622)
