



electricity & energy

Department:
Electricity and Energy
REPUBLIC OF SOUTH AFRICA

REQUEST FOR REGISTRATION

of

**A SOFTWARE FOR THE DIGITISATION OF ENERGY PERFORMANCE CERTIFICATION (EPC) OF
BUILDINGS FOR THREE (3) YEARS**

01 July 2025

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1. Project Objective

- 1.1 The objective of this project is to register EPC Software and System that shall interface with the National Building Energy Performance Register System (NBEPR) to digitise the energy performance certification of buildings and link the EPC Professionals and EPC Quality Assurers in issuing the Energy Performance Certificates (EPC) of buildings for a period of three (3) years.
- 1.2 The specific objectives are for eligible and registered Companies to:
 - 1.2.1 Eligible companies to register EPC Software from eligible companies to support data collection and analysis for the automation of the generation and issuing of Energy Performance Certificates for buildings.
 - 1.2.2 Support EPC Professionals and EPC Quality Assurers with data and analysis for the digitisation of the energy performance certification of buildings.
 - 1.2.3 Submit the Software manual that will be used by users to digitise and automatically generate the energy performance certificates.
 - 1.2.4 Conduct training workshops during the onboarding and continuous support of EPC Professionals and EPC Quality Assurers.
- 1.3 The successful service provider(s) in the panel to develop an EPC Software and System that should be able to interface and communicate with the National Building Energy Performance Register (NBEPR) management and maintained by SANEDI and the system should be able to store the EPC data and information in a secure database.

2. Background and Context

- 2.1 In April 2024, the Quality Management Guidelines that support the energy performance certification of buildings and registration of EPC Professionals and EPC Quality Assurers were developed and published for utilisation by the users.
- 2.2 Moreover, in April 2025, a proof of concept to use an EPC Software that could digitise the energy performance certification of buildings and automate the generation of Energy Performance Certificates of buildings in a real-world environment was tested by issuing ten (10) certificates by the University of Johannesburg.

- 2.3 It should be noted that the EPC Software is to support the Regulations for the Mandatory Display and Submission of Energy Performance Certificates for Buildings that were promulgated under section 19(1) (b) of the National Energy Act, 34 of 2008 by the Minister of Mineral Resources and Energy on 8 December 2020. The regulations were further amended to extend the compliance date to 7 December 2025 and include the requirements for registered EPC Professionals to issue the required Energy Performance Certificates.

3. Mandatory Requirements for Registration of EPC Software

- 3.1 Before the registration of the Software, interested and suitable companies should have completed the Proof of Concept for the Software to digitize the energy performance certification of buildings by the Department.
- 3.2 The Software that will be registered should have a clear design and architecture layout with a manual for all different users, including the following:
- 3.2.1 The EPC Software should adhere to the relevant South African National Standards and regulations for accuracy and reliability.
- 3.2.2 The EPC Software should have the ability to capture and accurately calculate energy use, net-floor area, and thermal performance data required to automatically generate the Energy Performance Certificates for buildings and store the data and information in a secure database.
- 3.2.3 The EPC Software should be able to interface with the National Building Energy Performance Register (NBEPR) System and automatically generate the Energy Performance Certificates of buildings with the required signatures and QR Code for quality assurance and security of the certificates.
- 3.2.4 The EPC Software should be able to provide different users (i.e. EPC Professionals, EPC Quality Assurers, DEE, and SANEDI) with different specific login details.
- 3.2.5 The EPC Software should have functionality to ensure the protection of sensitive building and user data and comply with the South African data privacy laws.
- 3.2.6 The EPC Software should have capability to generate invoices.

- 3.2.7 The EPC Software should be able to generate reports with statistical data and graphical representation, where necessary.
- 3.2.8 The software should be encrypted for user access and unique identification for traceability and moreover have functionality for an EPC signature to ensure that users cannot deny authenticity of documents.
- 3.2.9 The software should be self-hosted on a high availability platform with security measures to ensure access and changes to data that can only be performed by authenticated users. There should be at least 8 configurable user roles in the software.
- 3.2.10 Furthermore, the system must have a 99.9% up-time. Down time must be communicated and logged
- 3.2.11 The software should have the ability to accept or reject (with reasons) any EPC by the Quality Assurance (QA) function.
- 3.2.12 The software should have a built-in workflow with different phases which allow each phase to be completed before proceeding to the following phase until QA approval and EPC generation.
- 3.2.13 Software should have a search function for users to find historic data and information.
- 3.2.14 The system should be able to allow for multiple users to be logged on simultaneously.
- 3.2.15 System compatibility to allow for the exporting of reports to Excel and PDF.

4. Requirements for the Potential Software Companies

- 4.1 Interested and suitable Software Companies are required to provide:
 - 4.1.1 Confirmation of completion of the Proof of Concept of the Software in a real-world application for the digitization of the energy performance certification of a building.
 - 4.1.2 Maintenance protocols for the Software to ensure ongoing accuracy and compliance.
 - 4.1.3 An approach on how the EPC Software will be regularly updated to reflect changes in regulations and standards.
 - 4.1.4 Provide a detailed description of the company's plan to support the digitization of the energy performance certification process.

- 4.2 Moreover, interested software companies are expected to provide a summary of the functionality, and **payment requirements** of the EPC Software, including a timeline for the transition from the current manual EPC process to the full utilisation of the EPC Software

5. Payment

- 5.1 The payment for the utilization of the EPC Software shall be from the registered EPC Professionals and/or EPC Quality Assurers, and not from the Department or SANEDI.
- 5.2 The Department or SANEDI shall not make any payment to the successful Software Companies.
- 5.3 The payment by the EPC Professionals shall be made upfront for the use of the software
- 5.4 Payment to the EPC Quality Assurers shall be made after approval of the EPC data analysis which will allow automatic generation of the Energy Performance Certificates.

6. Cost/Pricing

- 6.1 There shall be no financial implication to the Department, its representatives or agencies for the utilisation of the software, however the software company shall be paid directly by the individual EPC Professional.
- 6.2 The applicable fees that shall be payable for the Energy Performance Certification of Buildings are as follows:
- 6.2.1 Individual EPC Professional shall pay the software company an upfront fixed total cost of R1,400 (VAT exclusive) per EPC for utilisation of the software application and to facilitate the Quality Assurance.
- 6.2.2 The software company shall deduct a fee of R50 on fees payable to the EPC Quality Assurer and transfer a fixed total cost of R 900 (VAT exclusive) to the EPC Quality Assurer for the utilisation of the software. The fees due to the Quality Assurer shall be paid when the EPC has been approved and is released for production.

7. Conditions of the Registration

- 7.1 A completed Proof of concept for the Software to digitize the energy performance certification of buildings.
- 7.2 Participating software company shall also provide a user requirements manual and the business case for the registration and inclusion of the software in the panel.
- 7.3 The Department and participating software company will sign a non-disclosure agreement to protect the confidentiality and intellectual property of the software.
- 7.4 The participating software company must be a tax compliant registered and operating in the Republic of South Africa.

8. Format of the EPC Software Registration

- 8.1 The documents required for this registration include the following:
 - 8.1.1 Company registration documents and SARS tax compliance status.
 - 8.1.2 Confirmation of the proof of concept for the software.
 - 8.1.3 Maintenance protocol for the software and how it will be updated.
 - 8.1.4 Description of the companies plan to support digitization of the Energy Performance Certification process.
 - 8.1.5 Summary of the functionality of the software and payment requirements including timelines for the transition from the current manual EPC process to a full digitization process
 - 8.1.6 Company team composition including the contact details of the company
- 8.2 Submission of the required documents to email; Ntsikelelo.Mkhithika@dmre.gov.za and Lebogang.Nkhwashu@dmre.gov.za

9. Closing Date

- 9.1 The closing date for this first phase registration of the EPC Software is on or before **11 July 2025**.

10. Enquiries

10.1 All enquiries relating to the EPC Software registration should be directed to:

10.2 Mr. Ntsikelelo Mkhithika

or Ms. Lebogang Nkhwashu

Tel: 012 406 7891

Tel: 012 406 7648