

Clarification Meeting :63S/2026/27: - Term Tender for the Collection, Loading, Transport and Disposal of Animal Carcasses and Associated Emergency Response Services



Date: 29 September 2026

Time: 11:00-12:30

Venue: Microsoft Teams

CHAIRPERSON		
Name and Surname	Initials	Organisation
Nokukhanya Matha	NM	CoCT
INTERNAL ATTENDEES		
Yandiswa Lugebu	YL	CoCT

	Key Points of Discussion
1.	Opening and Welcome Ms. Nokukhanya Matha welcomed all attendees and confirmed that the clarification and noted the meeting is scheduled for an hour and a half. The meeting's purpose was to provide clarification on the tender document for the benefit of all potential bidders. Introduction: The Chairperson clarified that the meeting is not compulsory but strongly recommended for prospective bidders and it's solely for clarification purposes and not a negotiation session. The tender is intended exclusively for use within the Urban Waste Management Directorate and will not apply to other directorates. She advised that questions not addressed during the meeting could be submitted via the designated SCM email address and would be responded to before the tender closing date. Bidders are advised that Notice Tender 63S/2026/27 has been uploaded. The notice includes replacement pages for the new Specific Goals Table and Schedule F.4. Bidders are requested to take note of the updated documents available on the tender websites and as circulated.
2.	Tender Administration - Tender document was displayed and confirmed was advertised on 11 September 2026. - Closing Date: 12 October 2026 at 10:00 AM. Late submissions will not be accepted under any circumstances. - Submission Box: Ensure tenders are submitted in the correct tender box as indicated in the tender document (219) Communication Protocol: - All queries and correspondence must be directed through Supply Chain Management via the official email indicated in the tender document. Email: scm.tenders30@capetown.gov.za - No direct communication with operational officials will be entertained.

3.	Procurement Procedure: The chairperson explained that: • (CCT) intends to appoint a Main Tenderer and an Alternative Tenderer. • If there are insufficient responsive bids, the CCT may appoint fewer tenderers or none. • The Alternative Tenderer is intended to ensure continuity of service delivery and operational support when the Main Tenderer is unable or unwilling to provide the required services. • (CCT) may use the Alternative Tenderer where the Winner: ○ Refuses or is unable to perform the services or meet response times. ○ Lacks required personnel, vehicles, equipment, or capacity. ○ Fails to respond to service requests within a reasonable period. ○ Is unavailable for emergency, urgent or after-hours services. ○ Repeatedly fails to meet response times, contractual obligations or service levels. ○ Is temporarily unable to provide services due to breakdowns, staff shortages or operational constraints. ○ Fails to maintain required registrations, permits, accreditations or authorisations. ○ Is bypassed where necessary to protect public health, safety, environmental compliance or operational continuity. • The contract period will be 36 months from the commencement date. Allocation of Work • Service requests will ordinarily be directed to the Winner, subject to operational requirements. • Work will be allocated to the Winner where it accepts the request and confirms that it can meet the required response times and service requirements. • The CCT is not required to guarantee any minimum quantity, expenditure or volume of work to either tenderer Emergency Collections • For carcasses posing an immediate risk to public health, safety, traffic flow or the environment, or requiring urgent removal, the CCT may directly engage either tenderer based on who can respond within the required timeframe. • The CCT is not required to offer emergency work to the Winner first. No Guarantee of Work • Appointment does not guarantee exclusivity, minimum work, expenditure or service volume. • Services will be required as and when required, subject to operational requirements and budget availability. Performance Monitoring • Continued work allocation is subject to satisfactory performance. • Where the Winner repeatedly fails to meet contractual requirements, the CCT may increase use of the Alternative Tenderer, without affecting other contractual rights or remedies.
4	Compliance Channels and Process of Suppliers • It was highlighted that all objections, complaints, queries, and disputes must be submitted in accordance with the prescribed processes outlined in the tender document. • It was explained that tenderers must be registered on both the City of Cape Town (CCT) Supplier Database and the National Treasury Central Supplier Database (CSD). • Tenderers must comply upon written request, failing which no orders will be issued, and no payments will be processed. This requirement applies to all Joint Venture partners.

	- It was further noted that the tender document outlines the registration process. Compliance with CCT SCM Policy and Procedures: Chairperson clarified that: - Only compliant tenders will be declared responsive. - Tenderers must submit all required forms and certificates, including: - Details of Tenderer; - Authority for Partnership/Joint Venture/Consortium, where applicable; - Relevant partnership or joint venture agreement, where applicable; - Declaration of Interest – State Employees; - Conflict of Interest and Past SCM Practices Declaration; and - Certificate of Independent Bid Determination. - Tenderers must have no SCM restrictions and their SARS tax matters must be in order. - Tenderers must not have any conflict of interest or unfair advantage. - The required authorisation for deduction of amounts owed to the CCT must be submitted. - Tenderers must not have been found guilty of contravening the Competition Act 89 of 1998, as amended. - Tenderers must also comply with the other requirements listed in the CCT SCM Policy Waste Management Accreditation: Chairperson clarified that: - The appointed service providers/contractors must be accredited as Waste Management Service Providers in accordance with the City of Cape Town Integrated Waste Management By-law. - Accreditation must remain valid for the full duration of the contract. - The City of Cape Town will verify tenderers' accreditation status and may request proof where necessary. - Failure to provide proof of accreditation by the stipulated due date may result in the tender being deemed non-responsive.
5	Compliance with Occupational Health and Safety Act, 85 of 1993 - Tenderers are deemed to have understood these requirements and allowed for all related costs. - Upon written request by the CCT, the Tenderer must submit a Health and Safety Plan demonstrating the necessary competencies and resources to deliver the required goods or services in compliance with the applicable requirements. Evidence of Tax Compliance - Tenderers must be SARS-registered and tax compliant. - A valid Tax Compliance Status (TCS) PIN must be provided and recorded on the Details of Tenderer page. - Each Consortium/Joint Venture member must submit a separate TCS PIN. - The CCT may verify tax compliance before awarding the contract. - Non-compliant bidders will have 7 working days to provide SARS proof of arrangements to settle outstanding tax obligations. - Failure to provide proof may result in the bid being rejected. - Foreign suppliers who answered "NO" to all applicable questions are not required to register with SARS for tax compliance status.
6	Technical Functionality Schedule - Functionality will be assessed based on Company Experience and Vehicle Availability and Suitability, with a maximum of 100 points. Company Experience (50 points): Tenderers must demonstrate experience in the collection and disposal of animal carcasses, listed in Schedule F.15A with contactable references: - No experience – 0 points

	○ ≤1 year – 20 points ○ 1–2 years – 30 points ○ 2–3 years – 40 points ○ 3 years – 50 points ● Vehicle Availability and Suitability (50 points): Tenderers must provide one dedicated LDV for each of the four Waste Services: Cleansing Branch areas. Each vehicle must have a minimum 2-ton capacity and a trailer of at least 2.1 metres. ○ Owned vehicles: Proof of ownership in the tenderer's name, in the form of a vehicle registration certificate, must be submitted. ○ Hired/leased vehicles: A draft lease agreement with the specified vehicle details are required, and quotations are not accepted. ○ Vehicles to be purchased require finance pre-approval and a quotation with the specified vehicle details. Finance must cover the purchase cost, otherwise allocation will be limited to the tenderer's available resources. ● An updated Roadworthy Certificate is required at contract commencement, and Schedule F.15B must be completed. ● Vehicles over 84 months and double-cab LDVs are not permitted. ● Vehicle scoring: 0–36 months=50; >36–48=30; >48–84=20 and >84=0. ● Only prescribed supporting documents submitted for functionality will be considered. A minimum 60/100 is required for responsiveness; qualifying bids proceed to the preference point evaluation
7	Preference Points and Specific goals Scoring ● The tender falls under the 80/20 preference point system. ● The 80% of the preference points are based on the functionality criteria and remaining 20% will be based on the prices/rates tendered. ● Therefore, both functionality and tendered rates will contribute to the overall preference points. ● The three specific goals discussed are promotion of micro and small enterprises (8 points), enterprise supply development and socio-economic development (6 points), and skills development or employee share scheme (6 points). ● Tenderers must submit sufficient, relevant and verifiable documentary proof to claim Specific Goals preference points. ● Inadequate or unverifiable evidence may result in preference points not being awarded. ● Tenderers must refer to the Preference Schedule for the applicable methodology, scoring criteria and conditions. ● Bidders should note that Notice 1 for Tender 63S has been uploaded, containing replacement pages for the new Specific Goals Table and Schedule F.4.
8	Price Schedule, Pricing and Contract Price Adjustment Chairperson clarified that: ● Tenderers must provide prices for 1-3 years, excluding 15% VAT. ● The following items must be priced: ○ Small carcass – per carcass. ○ Medium carcass – per carcass. ○ Large carcass – per carcass. ○ Operational costs, including staff/drivers – per month. ○ Vehicle costs, including maintenance and insurance, excluding kilometres travelled – per month. ○ Disposal cost – per ton. ○ Disposal cost – per quarter ton. Pricing and Contract Price Adjustment (CPA)

- Items (**Small, Medium and Large Carcasses**): These rates are subject to Contract Price Adjustment (CPA). The contractor may request an adjustment from the 13th month anniversary (second year) of the contract, supported by the relevant indices and factors affecting the increase. **Schedule F.1** sets out the CPA mechanism and requirements for requesting adjustments to the rates.
- The **Operational and Vehicle Costs** are governed by the applicable rates, tariffs and requirements, including the minimum wage applicable to drivers in the Road Freight and Furniture Removal sector.
- The **Disposal costs** will use the annual Special Waste Disposal Tariff determined by CCT Waste Services and will increase automatically in line with the CCT Tariff and Rates Policy.

9 Specifications

- The contract covers the on-demand collection and disposal of animal carcasses from public spaces, roads, verges and Provincial Roads. Collection from private property is excluded, and seal carcasses will be removed throughout the contract.
- Carcasses are categorised as:
 - Small: Can be lifted by up to two persons.
 - Medium: Requires more than two persons but no mechanical equipment.
 - Large: Requires mechanical equipment. Date- and time-stamped photos are required for payment. Wildlife carcasses may also be requested, excluding birds, chickens, squirrels, rats and snakes.
- The Contractor must be available 24/7, with collection within 6 hours of a request. Large carcasses posing a roadway safety risk must be moved to the verge within 1 hour and collected within 6 hours.

Compliance and Penalties

- All carcasses must be disposed of at Vissershok Landfill Site. Disposal permits/certificates and monthly weighbridge slips must be submitted with invoices. Special Waste permit costs and verified disposal charges will be reimbursed at actual cost, with no profit permitted.
- The Contractor must provide at least 1,000 litres of refrigerated storage at its premises. Carcasses may not be stored for more than 5 days.
- The Contractor must provide one dedicated LDV per each of the four areas, with a minimum 2-ton capacity, a trailer of at least 2.1 m, and a vehicle age not exceeding 84 months. Vehicles may not simultaneously transport carcasses for other organisations. Carcasses must be bagged, transported under a rear tarpaulin, and weighed separately at Vissershok.
- For exceptional circumstances, the Contractor must notify the CCT representative regarding inaccessible locations and multiple carcass events, while CCT will determine the appropriate response for hazardous, biohazard, decomposition and marine-animal incidents.
- Records of all collections, disposal slips and required photographs must accompany monthly invoices. Separate invoices are required for each area, with payment based on the applicable carcass tariff, number collected and verified landfill charges.
- Tenderers may be required to have a pet scanning device to scan domestic carcasses for microchips. Where an owner is identified, the owner must be contacted and given 5 working days to collect the carcass. Scanning must be photographically recorded with a date/time stamp and the scanner visible, with records retained for CCT inspection.
- Services must comply with the National Environmental Management: Waste Act, 2008, applicable waste regulations and norms/standards, including GN R634 and GN R635, as well as all applicable City of Cape Town legislation and by-laws.

10	Performance Security • Not Applicable Warranty • Not Applicable Payment: • Will be made once a valid purchase order is issued. • CCT will follow its standard payment turnaround times for invoices. • Payment is only for service actually delivered according to the specifications. Penalties: • Failure to deliver Goods/Services within the prescribed period will result in a daily penalty until delivery or performance is achieved. • Failure to meet the 1-hour response requirement for large carcasses posing a public safety risk: 10% of the submitted monthly invoice. • Failure to meet the 6-hour collection requirement: 10% of the submitted monthly invoice. • Repeated non-compliance may result in activation of the alternative contractor. • Failure to provide proof of lawful disposal will result in withholding the anticipated monthly payment. • Financial penalties will also apply for breaches of conditions linked to preference points, as specified in the Preference Schedule.
11	Meeting Closure: The meeting adjourned at 12:34 The Chairperson closed the meeting and assured attendees that the minutes would be circulated via SCM notices. This will be well in advance of the bid submission closure date of 12 October 2026. Any further queries from tenderers should be directed via the correspondence e-mail indicated within the tender document: scm.tenders30@capetown.gov.za