



NOTICE TO TENDERERS NO: 2

06 May 2026

TENDER NUMBER: 200C/2025/26

DESCRIPTION: TERM TENDER FOR THE PROVISION OF PROFESSIONAL SERVICES: SUPPORT IN UNDERTAKING VARIOUS PROJECTS BY THE PUBLIC HOUSING DEPARTMENT, AS GUIDED BY ITS ASSET MANAGEMENT PLAN

CLOSING DATE OF TENDER: 12 May 2026

BOX NUMBER: 222

Dear Sir/Madam

1. RESPONSE TO REQUEST FOR CLARIFICATION

The following request for clarifications and responses thereto, emanates from the non-compulsory briefing session held 22 April 202.

| No. | Description of Request | Date Requested | Date of Response | Response/Comments |
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| 1 | Inquiry regarding whether registration as a Construction Health and Safety Agent (Pr. CHSA) is mandatory. | 22/04/2026 | 04/05/2026 | With reference to Clause C.2.1.4.2 (item j), the tender requires that a Construction Health and Safety Agent be provided with the necessary competencies and experience, and that proof of registration and status of application with the Project and Construction Management Professions body (SACPCMP) be submitted. Furthermore, in terms of Clause C.2.1.4.1, failure to provide the required supporting documentation may result in the tender being deemed non-responsive . |

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| 2 | Objection to the requirement that key personnel (items A-I) must be in one company, noting it may be unfair to firms unable to sub-consult. | 22/04/2026 | 04/05/2026 | <p>The requirements of Clause C.2.1.4.2 (Key Personnel) are confirmed and remain unchanged.</p> <p>As stipulated, the resources listed under items (a) to (i) are required to be in the permanent employment of the tenderer, while resources from item (j) onwards may be provided either through permanent employment or via sub-consultancy arrangements .</p> <p>This requirement has been defined by the Employer to ensure that tenderers demonstrate sufficient in-house resources, capacity, capability, and accountability to deliver multidisciplinary professional services.</p> <p>Tenderers are further reminded that joint venture or consortium arrangements are permissible, subject to compliance with the tender requirements, which may be utilised to collectively meet the stipulated key personnel requirements.</p> <p>Accordingly, no deviation from this requirement will be permitted, and tenderers are required to comply fully with the provisions of Clause C.2.1.4.2.</p> |
| 3 | Clarification on whether a PMP (Project Management Professional) qualification from PMI qualifies as a certification for Item B. | 22/04/2026 | 04/05/2026 | <p>With reference to Clause C.2.1.4.2 (item b), the requirement is for Project Managers who are registered as Professional Project Managers with SACPCMP, or hold a similar Built Environment professional qualification and/or certification .</p> <p>In this regard, a Project Management Professional (PMP) certification issued by the Project Management Institute (PMI) will be considered an acceptable similar certification, provided that the individual also demonstrates the required minimum 5 (five) years' verifiable post-graduate experience as a Construction Project Manager, as stipulated in the clause.</p> <p>Tenderers are reminded that all qualifications and certifications must be supported by relevant proof and detailed curriculum vitae for evaluation purposes.</p> |

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| 4 | Suggestion to re-evaluate restrictions against sub-consultants being on more than one team to encourage strong tendering. | 22/04/2026 | 04/05/2026 | <p>The tender conditions as issued do not prohibit sub-consultants from being proposed on more than one tendering entity.</p> <p>However, tenderers are reminded of their obligations in terms of Clause C.2.1.4.1 (Responsiveness criteria) and the requirement to submit a completed Certificate of Independent Bid Determination, confirming that each tender is prepared independently without collusion. In addition, all proposed personnel and sub-consultants must be genuinely available and committed to the tenderer for the duration of the contract, and may not be overcommitted across multiple tender submissions in a manner that would compromise delivery.</p> <p>The Employer reserves the right to assess resource capacity, conflicts of interest, and overall risk as part of the evaluation process, including in terms of Clause C.3.11.4 (Risk Analysis). Accordingly, the tender requirements remain unchanged.</p> |
| 5 | Formal clarification request regarding Clause C.2.1.4.2; argued the permanent employment requirement excludes small/medium firms. | 22/04/2026 | 04/05/2026 | <p>The requirements of Clause C.2.1.4.2 (Key Personnel) are confirmed and remain unchanged.</p> <p>As stipulated, the resources listed under items (a) to (i) are required to be in the permanent employment of the tenderer, while resources from item (j) onwards may be provided either through permanent employment or via sub-consultancy arrangements .</p> <p>This requirement has been defined by the Employer to ensure that tenderers demonstrate sufficient in-house resources, capacity, capability, and accountability to deliver multidisciplinary professional services.</p> <p>Tenderers are further reminded that joint venture or consortium arrangements are permissible, subject to compliance with the tender requirements, which may be utilised to collectively meet the stipulated key personnel requirements.</p> <p>Accordingly, no deviation from this requirement will be permitted, and tenderers are required to comply fully with the provisions of Clause C.2.1.4.2.</p> |

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| 6 | Inquiry if formal sub-consultancy agreements are required at tender stage or if a "Letter of Intent" suffices. | 22/04/2026 | 04/05/2026 | <p>With reference to Clause C.2.1.4.2 (Key Personnel), where personnel are not in the permanent employment of the tenderer, the tender requires the submission of a signed undertaking from the specialist consultant/firm confirming that they will undertake the necessary work on behalf of the tenderer .</p> <p>Accordingly, a formal sub-consultancy agreement is not required at tender stage. However, a Letter of Intent or signed undertaking from the proposed sub-consultant, clearly confirming their commitment and availability for the duration of the contract, will be deemed acceptable, provided that it is duly signed and submitted with the tender.</p> <p>Tenderers are reminded that all such undertakings must be supported by relevant qualifications, registrations, and detailed curriculum vitae for the proposed personnel.</p> |
| 7 | Clarification on Part C3 (Scope of Work): will staff be seconded for ad-hoc help or assigned specific housing projects. | 22/04/2026 | 04/05/2026 | <p>With reference to Part C3 (Scope of Work), the intent of this contract is to appoint professional service providers to support the Public Housing Department on a project-by-project basis, as guided by its Asset Management Plan .</p> <p>Work will be allocated through specific instructions (e.g. work packages documents (WPDs) for identified projects, and the appointed service providers will be required to deliver services in accordance with the defined scope for each assignment.</p> <p>The contract is not intended for the secondment of staff on an ad-hoc basis into the Employer's organisation. However, depending on project requirements, coordination and interaction with the Employer's internal teams will be required.</p> |

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| 8 | Request for a soft copy of the tender document to assist with internal response preparation. | 22/04/2026 | 04/05/2026 | With reference to Clause C.2.13.11, the Employer does not formally issue tender documents in electronic format and only recognises the official hardcopy tender document issued as the valid submission document. |
| 9 | Concern that the pricing page list of personnel does not match the key staff list and stated qualifications. | 22/04/2026 | 04/05/2026 | <p>The pricing schedules provided under Part C2 (Pricing Data) are intended to establish standardised rates for categories of personnel and services to be utilised across a range of representative and actual projects under this framework contract .</p> <p>The Key Personnel requirements in Clause C.2.1.4.2 serve a different purpose, namely to demonstrate that the tenderer has the minimum in-house capacity, professional registrations, and experience required to be considered responsive and capable of delivering multidisciplinary services.</p> <p>Accordingly, the personnel categories reflected in the pricing schedules do not need to correspond one-to-one with the named key personnel submitted for responsiveness.</p> <p>Tenderers are required to:</p> <ul style="list-style-type: none"> - Comply fully with the Key Personnel requirements for responsiveness; and - Provide rates for all items in the pricing schedule as issued. <p>The Employer will utilise the submitted rates for evaluation purposes, including the application of representative project scenarios, as provided for in Clause C.3.11.3.4 .</p> |

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| 10 | Query on how rates for additional services (advisory, programme management) will be evaluated in the price assessment. | 22/04/2026 | 04/05/2026 | <p>The evaluation of pricing will be undertaken in accordance with Clause C.3.11.3.4, whereby the Employer will utilise representative (simulated) project scenarios and apply the tendered rates to predefined quantities in the Schedule of Rates to derive a comparative financial offer.</p> <p>All tendered rates must therefore be market-related and balanced, as the Employer reserves the right to assess the reasonableness of rates and pricing risk in terms of Clause C.3.11.4 (Risk Analysis).</p> |
| 11 | Inquiry on how region allocation will be handled as there was no option to select or rank preferred regions. | 22/04/2026 | 04/05/2026 | <p>The tender does not provide for the selection or ranking of preferred geographic regions.</p> <p>In terms of Clause C.1.6.1 (Award Methodology) the allocation of work will be undertaken based on the Employer's operational requirements.</p> <p>Accordingly, no regional preference mechanism forms part of this tender. Appointed service providers will be required to deliver services as and where required within the scope of the contract, as directed by the Employer, which is a City-Wide contract.</p> |
| 12 | Request for clarification on submitting for only one category (e.g., civil and structural) rather than all disciplines. | 22/04/2026 | 04/05/2026 | <p>The tender is issued for the provision of multidisciplinary professional services, and tenderers are required to demonstrate the ability to deliver the full scope of services as outlined in the tender document.</p> <p>In terms of Clause C.2.1.4.2 (Key Personnel), tenderers must provide the full complement of required key personnel across the listed disciplines in order to be considered responsive.</p> |
| 13 | Noted discrepancies between pricing activity schedule (pg 77-81) and scope of work (pg 157-170). | 22/04/2026 | 04/05/2026 | <p>The Employer notes the comment regarding perceived discrepancies between the Pricing Activity Schedule (Part C2) and the Scope of Work (Part C3).</p> <p>The BSC / CCT will consider and if required will issue an addendum to amend.</p> |

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| 14 | Noted the Key Personnel schedule (pg 206) lacks space for all requested personnel, such as mechanical and electrical engineers. | 22/04/2026 | 04/05/2026 | <p>The Employer notes the limitation in space provided within the Key Personnel Schedule (Part C5.2).Tenderers are advised that the schedule may be expanded or supplemented, provided that the format and content of the original schedule are maintained and all required information is clearly presented.</p> <p>Additional personnel, including but not limited to mechanical and electrical engineers as required in Clause C.2.1.4.2 (Key Personnel), must be included through annexures or extended schedules, and must be clearly cross-referenced to the original submission.</p> <p>All such submissions must remain complete, legible, and consistent with the requirements of the tender document.</p> |
| 15 | Inquiry if Professional Engineers or Technologists would be considered an equivalent qualification for project management roles. | 22/04/2026 | 04/05/2026 | Refer to Clause C.2.1.4.2 (items a and b). |
| 16 | Inquiry if the attendance register of the above mentioned tender clarification meeting which was on 21 April 2026 will be shared. | 22/04/2026 | 04/05/2026 | SCM will communicate accordingly. |
| 17 | Request for an extension to the closing date of this tender, due to the complexity of the tender requirements. | 30/04/2026 | 04/05/2026 | <p>The request for an extension to the tender closing date is noted.</p> <p>At this stage, the closing date and time remain as stipulated in the tender document, being 12 May 2026 at 10h00, unless otherwise communicated by the Employer through a formal addendum .</p> <p>Tenderers are advised to proceed on the basis of the current closing date.</p> |
| 18 | Bid Query Response to be circulated. | 30/04/2026 | 04/05/2026 | The bid query responses will be circulated via SCM. |

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| 19 | Confirm if a single entity can apply alone or if it must be a Consortium. | 24/04/2026 | 04/05/2026 | <p>A tender may be submitted by a single entity or by a joint venture/consortium. The tender document does not require that tenderers must form a consortium.</p> <p>However, all tenderers—whether single entities or joint ventures—must fully comply with the requirements of the tender, including the provision of all required key personnel and competencies as set out in Clause C.2.1.4.2 (Key Personnel).</p> |
| 20 | <p>Pages 8 to 10 of the document provide a list of key personnel required for this bid, totalling approximately 16 resources. However, on page 206, only the details of the Project Leader, Project Engineer, Architect, and Landscape Architect are requested.</p> <p>Please confirm whether Schedule 12 (Key Personnel) requires submission of details only for the roles listed on page 206?</p> | 24/04/2026 | 04/05/2026 | <p>Tenderers are required to comply with the full Key Personnel requirements as set out in Clause C.2.1.4.2, which lists all required disciplines and resources necessary for the tender to be considered responsive .</p> <p>The Key Personnel Schedule (Schedule 12 on page 206) is provided as a template to capture relevant information; however, it does not limit the number or type of personnel to be submitted.</p> <p>Accordingly, tenderers must submit details for all required key personnel listed in Clause C.2.1.4.2, and where the provided schedule does not accommodate all required roles, it must be expanded or supplemented with additional annexures, clearly cross-referenced to the original schedule.</p> <p>Failure to provide details for all required key personnel may result in the tender being deemed non-responsive.</p> |
| 21 | <p>On page 214, Schedule 20 (Schedule of Subcontractors) requests that we provide the "estimated value of work."</p> <p>Given that the pricing structure for this bid is based solely on hourly rates, with no clearly defined scope or duration for specific projects, we believe it may not be feasible to determine an estimated value. Kindly advise on how this section should be completed under these circumstances.</p> | 24/04/2026 | 04/05/2026 | <p>The Employer notes that this tender is structured on a schedule of rates basis, and that specific project scopes and values are not defined at tender stage.</p> <p>The last column on Schedule 20 (Estimated value of work (Rand)) may be marked with Not Applicable.</p> |

2. ADDENDUM 1

Based on the above Item 13 from the Clarification Query Schedule table, the Addendum 1 is issued that will replace pages 77 – 82, with pages 77a to 83a.

Yours faithfully,



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For: Adiel Bloew
Director: Supply Chain Management

WRITTEN ACKNOWLEDGEMENT OF RECEIPT

NOTICE TO TENDERERS NO: 2

CITY OF CAPE TOWN

BOX NUMBER: 222

for

TENDER NUMBER: 200C/2025/26

DESCRIPTION: TERM TENDER FOR THE PROVISION OF PROFESSIONAL SERVICES: SUPPORT IN UNDERTAKING VARIOUS PROJECTS BY THE PUBLIC HOUSING DEPARTMENT, AS GUIDED BY ITS ASSET MANAGEMENT PLAN

CLOSING DATE OF TENDER: 12 May 2026

Kindly acknowledge receipt of this Addendum by e-mailing this to SCM Tenders 14 SCM.Tenders14@capetown.gov.za

We acknowledge receipt of the above Addendum and confirm that any tender we submit will take account of the instructions detailed therein.

Signature..... Date.....

Legal and full name of tendering entity:

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