



Tender Number	274Q/2024/25		
Tender Description	APPOINTMENT OF FOUR (4) TEAMS OF BUILT ENVIRONMENT PROFESSIONALS TO UNDERTAKE THE PLANNING, DESIGN, PROCUREMENT AND CONSTRUCTION MONITORING SERVICES RELATING TO HUMAN SETTLEMENTS WITHIN THE CITY OF CAPE TOWN		
Clarification meeting date	04 June 2025	Start time	10H00
Location	Ms Teams	End Time	12H00
Meeting Chairperson	Michael Patel		

1. Meeting Objective

274Q/2024/25 Clarification meeting

2. Attendance

Michael Patel : Contract Manager
Douglas Norman : BSC Chairperson
Susanna Van Jaarsveld : Alternative Chairperson
Phumudzo Maduguma : SPO Housing Development

All bidders were requested to send their contact details to SCM.Tenders14@capetown.gov.za to register their attendance.

3. Opening and Welcome

Meeting Chairperson opened the meeting, welcomed all meeting attendees, introduced the BSC members who were present in the meeting and requested that all bidders in the meeting send their details to SCM.Tenders14@capetown.gov.za email address.

All meeting attendees were informed that the meeting would be recorded.

4. Meeting procedure

The Tender document was presented in the meeting and the meeting Chair Person went through each page highlighting important information that must be noted by the Bidders, questions were taken and responded to as the meeting proceeded.

Michael Patel noted that there were several questions regarding the tender number, as it was designated with a "Q" for construction rather than a "C" for consultants. He clarified that, moving forward, all tenders related to construction will be classified under "Q" instead of "C."

All queries relating to the Tender to be addressed to SCM.Tenders14@capetown.gov.za

5. Questions raised by Bidders

Section	Question	Response
C.2 Tender's obligations – C.2.1.4.2 (2 and 3)	Are the Key personnel not employed by the Tendering entity only allowed to tender with one company?	The key personnel not employed by the tendering entity are not limited to providing services to only one company; they can also provide services to other companies.
C.3 The Employer's undertakings - C.3.11.3.1	<p>If we are participating as a joint venture (JV) or consortium, we need to submit a consolidated scorecard to determine how the work will be divided. Since this is a panel tender, we are not certain which tasks will ultimately be assigned to the team. Therefore, the division of work among the different parties in the JV or consortium is unknown at this stage.</p> <p>Do we simply calculate that split using the base rates?</p> <p>(The bidder indicated that they would send a further clarification regarding this matter)</p>	Preference points will be allocated according to the eligibility requirements, with the principal agent being scored as the lead partner.
C2: Pricing data	The pricing instruction for fee per ERF are based on an average of 300 BNG units. Is this average a minimum number of housing units?	<p>Tenderers should consider that when pricing, they must base their estimates on a housing project with an average of 300 units.</p> <p>These 300 units will be used for evaluation purposes. However, discussions will occur with the bidder regarding the actual work package projects that are issued.</p>

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	Is the expiry date of the existing 260C/2021/22 contract 30 June 2030, and does the new panel also expire on 30 June 2030?	The new panel and contract 260C/2021/22 will expire on 30 June 2030, and the current tender will be subject to the section 33 process.
	Are the service providers appointed under the current contract 260C/2021/22 allowed to submit bids for the supplementary tender?	The City of Cape Town cannot dictate whether any tenderer can submit a tender, as per the City's SCM policy.
	Will there be a benefit for the City in allowing the service providers appointed under contract 260C/2021/22 to also be part of this panel for the same purpose they were appointed for in 260C/2021/22?	The City of Cape Town cannot stop the service providers appointed under contract 260C/2021/22 from bidding for this tender. However, if a service provider from contract 260C/2021/22 is considered for appointment, their capacity to perform the required work will be assessed to determine their suitability for the new panel.
Returnable Schedules	Are subcontractor agreement documents required, or are letters of intent sufficient for submission on Schedule 20?	Letters of intent would be sufficient for submission.
General	<p>Will the new panel be supplementing the existing projects under the current 260C/2021/22 contract, or will they be assigned new projects?</p> <p>If the new panel is indeed supplementing the capacity of the existing projects, what stages are those projects currently in?</p>	The allocation of work is determined by the project's stage and the capacity of the 260C/2021/22 contract. The Department will assess the capacity of the current service providers under contract 260C/2021/22. If it is confirmed that there is no capacity available under this contract, a new panel will be considered for work allocation.

6. Meeting closure

The meeting Chairperson closed the meeting.