



**CITY OF CAPE TOWN
ISIXEKO SASEKAPA
STAD KAAPSTAD**

Non-Compulsory Briefing for Bidders (MS Teams online platform)

253S/2024/25 - Validation and verification of City of Cape Town's Greenhouse Gas NGER/SAGERS municipal operations emissions report.

Clarification meeting: 7 May 2024, 10am

Priscilla de Comarmond: Chair

Data Management and Integration Platforms branch

Sustainable Energy Markets Department, Energy Directorate, City of Cape Town

Making progress possible. Together.

Overview

1. Welcome and Introductions
2. SCM Process
3. Supplier Development Programme
4. Pause for any questions

5. Tender document & structure (contents page)

a. The Tender

- i. 2.1.7 & 2.1.8 CCT & CSD registration
- ii. 2.2.1.1.4 Eligibility Criteria
- iii. 2.2.1.1.5 Functionality
- iv. 2.3.10.3 Price and Preference 80/20

b. The Contract

- i. C1-C3 to be completed where applicable
- ii. C4: Price schedule
- iii. C5: Specification
 - i. DFFE schedule of independent assessors
 - ii. DFFE Technical Guide – scope of work
 - iii. CCT context
 - iv. SANAS accreditation by 2027
- iv. C6: Special conditions
 - i. Clause 11: Insurance requirements & Approved Financial institutions (pg 69)
 - ii. Clause 22: Penalties (pg 48)
- v. C7: General Conditions
- vi. Annexures and Schedules
 - i. Schedule F4: Points for Specific Goals – Points and evidence (pg 74)



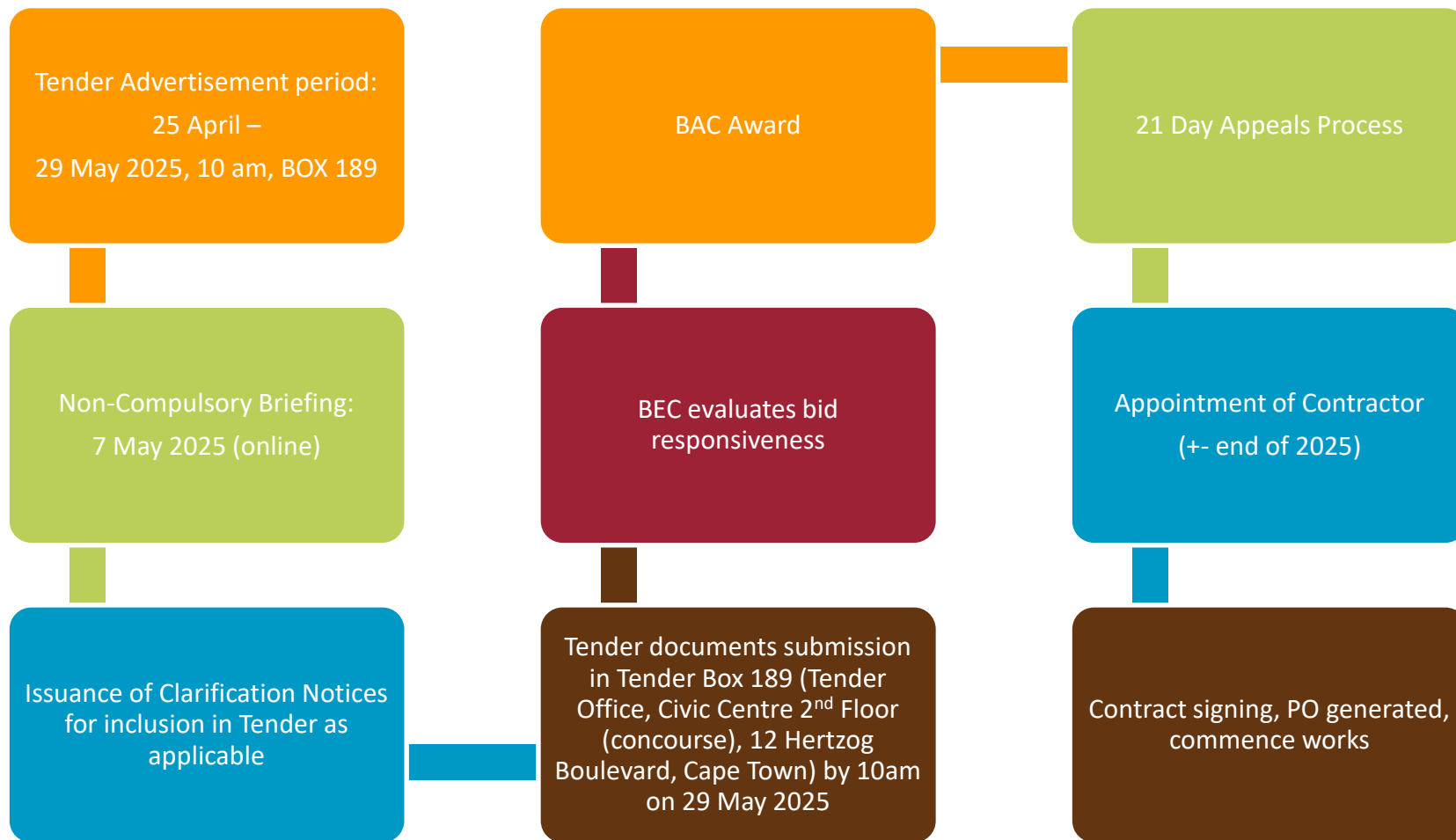
Welcome and Introductions

Welcome and Introductions

- 1. Introduction of the team**
- 2. This is a non-compulsory, but strongly recommended briefing for information purposes.**
 - a. No new information
 - b. Answer clarifying questions
- 3. Please write you Name, Surname, company info and email on within the chat box section**
- 4. If you are attending by proxy, please:**
 - Indicate who you are employed by; and
 - Who you are a proxy for

SCM Process

SCM Process



Supplier Development Programmes

The first 2 weeks of every month between February-November each year, the **Business Hub** offers free online training and in-person workshops. To check out what training they have available and book, **visit:** <https://www.investcapetown.com/news-events/business-events/>

Contact details:

Business.Support@capetown.gov.za or call 021 417 4043

The following are a few of the trainings that are provided:

How to Complete a
RFQ or Tender
Document

How to do business
with the City and
Government

How to Cost and Price

Tender Scam Alerts
(Don't get Scammed)

Business
Improvement

Finance Information
session

Social Media Training

Construction
training/management
workshop (in-person)

Tender and supply services in City Connect:

<https://www.capetown.gov.za/work%20and%20business/doing-business-with-the-city/tenders-rfq-and-supply/tender-and-supply-services-in-city-connect>

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6.

Q & A session
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Q & A Session

Questions raised at the clarification meeting on 7 May 2025

#	QUESTIONS/COMMENTS	CLARIFICATION
1		
2		
3		
4		
5		
6		