


MEETING MINUTES			 CITY OF CAPE TOWN ISIXEKO SASEKAPA STAD KAAPSTAD
VVISDP feedback	2025/01/22	WATER AND SANITATION DIRECTORATE	Version: 00
COMPILED BY: Research Officer			APPROVED BY:
All CONTROLLED documents are located in the SAP DM system			Printed 2025-06-19
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TENDER NO. 269C/2024/25: PROFESSIONAL SERVICES FOR PROJECTS TO SUPPORT IMPLEMENTATION OF WATER STRATEGY VIA KFW GRANT - CLUSTER C.

Date: 03.06.2025	Time: 10:00 – 11:00	Venue: 4 th Floor, Boardroom 2 and MS Teams
Type of Meeting	Clarification Meeting for Tender 269C/2024/25	
Facilitator	Mario Carelse (MC)	
Minute Taker	Kelly Dingwall (KD)	
1. Welcome	Mario Carelse (MC)	
2. Attendees	Mario Carelse (MC) Charles Kingsley Jabulani Freedom Nkosi Collin Mubadiro	
Apologies		
3.	Discussion	
	<p>The meeting started at 10:00AM. This was a hybrid clarification meeting where potential bidders attended either in-person or via MS Teams. The meeting was recorded via MS Teams.</p> <p>1. Introduction</p> <ul style="list-style-type: none"> - KD requested that everyone in attendance via MS Teams provide their name, company name and contact details. The following was provided: <p>2. Tender Background and Document</p> <ul style="list-style-type: none"> - MC provided background to the tender, briefly went through the tender document and confirmed that the tender is currently being advertised. - MC made the attendees aware of the City of Cape Town's Water Strategy which is a public document, where the advertised tender is focused on continuous improvement. - Only physical submissions will be accepted and must be delivered to the appropriate tender box. Couriers may be utilised but it is the tenderers responsibility to ensure the completed tender document is delivered correctly. - MC confirmed that this is a 36 month term tender. - MC requested that attendees pay attention to the functionality criteria and the minimum score for functionality being 60 points to be considered responsive. <p>3. General Discussion and Questions</p> <ul style="list-style-type: none"> - MC opened the floor for questions. 	

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- There was a request to share the presentation, however, MC stated that the presentation was for information purposes and cannot be shared at this time unless confirmed by SCM.
- A question was asked about a previous KFW grant funded tender and whether this tender was different. The tender committee confirm that this is a completely different tender to the one in question.
- MC answered a question regarding the asset management in energy and confirmed that the requirement for certification wasn't included, however, experience definitely counts.
- May more than one expert be submitted per row? The tender committee confirmed that the tender document is not explicit in limiting the number of experts, however, the City will want to work with the main expert listed.

4. Closure

- MC confirmed there were no other questions. He reminded the attendees to please note the tender closing date.
- Meeting adjourned at 10:34

Signed by:

Mario Carelse

Name & Surname

Signature

Date