

WATER AND SANITATION DEPARTMENT
Engineering and Asset Management

**288Q/2024/25 – DESIGN, SUPPLY, DELIVERY, MANUFACTURING AND
INSTALLATION OF STEELWORK INFRASTRUCTURE**

NON COMPULSORY CLARIFICATION MEETING
Thursday, 19 June 2025
Via Microsoft Teams (Recorded)

1. Welcome and introductions.	2. Presentation
Chairperson welcomed everyone to the meeting and introduced CCT representatives listed on the presentation.	Chairperson went through the tender clarification meeting presentation. Chairperson also presented the tender document. Chairperson confirmed that Presentation and meeting minutes would be shared as part of notice to tenderers.
Apologies	
NONE	

Item	Description	Action
	<p><u>POST MEETING NOTES:</u></p> <p>Tender closing date is defined in the SCM policy in particular clauses as:</p> <p>197. The bid closing date may be extended by the Director: Supply Chain Management if circumstances justify this action, provided that all bidders that have drawn bid documents are notified of this decision in accordance with clauses 199 to 201 below, and that the notice to this effect is attached to all bid documents subsequently issued. Any amendment to the bid closing date shall also be published on the City's official website.</p> <p>200. Any communication authorised by the Bid Specification Committee, which has implications of consequence for all tenderers, shall be in the form of a written notice issued to all bidders by the Director: Supply Chain Management, or his nominee, by either e-mail or registered post as appropriate. A copy of the notice together with a transmission verification report/proof of posting shall be kept for record purposes. Notices should be issued at least one week prior to the bid closing date, where possible.</p>	NOTE
1	<u>WELCOME AND INTRODUCTION</u>	
1.1	Contact information and company details from all vendors were requested	NOTE
2	<u>CONTENT DISCUSSED</u>	NOTE
2.1	GENERAL TENDER INFORMATION	
2.2	WORKS PROJECTS	
2.3	STANDARD DOCUMENTS	
2.4	SCOPE OF WORK	
2.5	ELIGIBILITY	
2.6	WORKSHOP AND STORAGE SPECIFICATION	
2.7	THE EMPLOYER'S UNDERTAKINGS	
2.8	PROCUREMENT PROCEDURE	
2.9	SCHEDULE OF RATES:	
2.10	CPA	
2.11	CONTRACT DATA	
2.12	MOST COMMON MISTAKES	
2.13	QUESTIONS:	
2.13.1	Extension on the submission date of tender was requested due to the limited time available and information required to complete tender documents. It was mentioned that SCM's slow response time had a major impact on the	

	time left to complete document after requesting drawings referenced in tender (took weeks). Response time concern to be addressed with SCM.	CM
2.13.2	A Formal process should be followed in order to get approval on extension. Contractors to send extension requests to SCM via e-mail.	NOTE
2.13.3	The process was enquired, should a company be awarded 1ME Works Project range, and during the contract execution the company's CIDB grading increases to 2ME, will the company be able to perform 2ME projects? A Vendor will only be able to take part in the Works Project range bidded on prior to the closing date. Vendor needs to qualify for relevant CIDB grading prior to advert close date.	NOTE
2.13.4	On the evaluation of track record proof submitted per works project range, does the project values need be within the specific works project range? The track record will not be evaluated on value of project, project need to be within the scope provided. Contractors can only bid for Works Project ranges in accordance with their current CIDB grading.	CM
2.13.5	CM to liaise with SCM to share presentation including Volume 1 document.	SCM
2.14	OTHER	
2.14.1	All communication and correspondence to go through SCM as per the contact details provided in the tender document: SCM Department Tel. No. – (021) 400 0000 SCM.Tenders10@capetown.gov.za	NOTE
2.15	MEETING ADJOURNED	

MINUTE AGREEMENT

Name	Role	Signature
Franco Hoets	Contract Manager	Franco Hoets Digitally signed by Franco Hoets Date: 2025.06.20 14:48:38 +02'00'
Rahndall Riddles	Contract Administrator	 Digitally signed by Rahndall Riddles Date: 2025.06.23 11:03:03 +02'00'
Johan Van't Foort	Chairperson	 Digitally signed by Johan Gert Van't Foort Date: 2025.06.26 12:28:58 +02'00'