



TENDER CLARIFICATION MEETING: 122S/2025/26 PROVISION OF SERVICE PROVIDER IN THE OPERATIONAL AREAS OF THE CITY OF CAPE TOWN FOR VISITOR AND STAFF SAFETY MANAGEMENT PROVIDING RANGERS WITHIN NATURAL SYSTEMS AND NATURE AREAS AND/ OR DEPLOYMENT OF DRONES FOR SURVEILLANCE AND MAPPING

DATE: 21 January 2026

TIME: 10h00

VENUE: Tygerberg Nature Reserve, Totius Street, Welgemoed and via Teams

MINUTES

1) Welcome and Introduction:

Andre Williams welcomed everyone and highlighted that the meeting was a Non-Compulsory Site Clarification Meeting for Tender **122S/2025/26: PROVISION OF SERVICE PROVIDER IN THE OPERATIONAL AREAS OF THE CITY OF CAPE TOWN FOR VISITOR AND STAFF SAFETY MANAGEMENT PROVIDING RANGERS WITHIN NATURAL SYSTEMS AND NATURE AREAS AND/ OR DEPLOYMENT OF DRONES FOR SURVEILLANCE AND MAPPING**

2) Tender Clarification Presentation:

The tender clarification presentation was presented by Andre Williams with the support of the Professional Team.

- The agenda covered a high-level scope & Purpose, the Conditions of Tender, Functionality and Mandatory Requirements, Specifications including Qualifications and Requirements, Uniform, Equipment and Vehicles and Unmanned Aircraft Systems (UAS) specifications. Contract Price Adjustments and Returnable Schedules were also covered.
- The presentation confirmed that the contract period commencement is 1 July 2027 and Expiry 30 June 2033 (Period of 6 Years).
- For Functionality, a minimum score of 60 points must be achieved to be considered for a contract in terms of this tender.
- Mandatory Requirement includes but is not limited to, PSiRA Certification and PSiRA letter of good standing of the Tendering Entity.
- The Specifications in the Tender document included those for each Ranger category, Vehicle requirements and Unmanned Aircraft Systems (UAS).
- Contract Price adjustment was also highlighted during the meeting as contained in the Tender Document 'The rates for the rangers (point 1) will be based on the latest PSiRA – The National Bargaining Council for the Private Security Sector. The gazette is also available free online at www.gpwnonline.co.za. A description of each ranger is described in the specifications of this tender document.'

- General requirements highlighted included: completing all Schedules, appending all required information, providing a valid letter of Good Standing (not registration letter).
- Sufficient supporting documents for points being claimed must be submitted to make it easy for verification
- In terms of Joint Venture (JV), on the JV certificate, the tender number **122S/2025/26** must be included.
- Attendees were advised that queries could be directed to SCM.Tenders25@capetown.gov.za. Attendees were also advised that they should not refer their queries to any other email account, belonging to a City official, as these would not be responded to.

3. Tender Clarification: Query for Response:

3.1) Q: Page 35, SAQA related to the snake capture course which is no longer valid. Replacement page 35 is issued with the Notice and minutes of the Clarification meeting.

A: Snake handling certificate e.g. SAQA Unit Standard or equivalent from an accredited service provider.

3.2) Q: Does drivers code EB apply to the Junior Ranger as well?

A: Yes, a code EB drivers licence applies to both the Senior and Junior Rangers.

3.3) Q: Does the EB drivers licence apply to the Visitor Hub Ranger and why?

A: Yes, it does, the Hub Ranger might have to transport a wild animal to another site from their base site or may have to assist with a visitor being stuck in the Nature Reserve,

3.4) Q: Must the CVs of the Rangers be submitted together with the bid documentation from the Tenderer?

A: The CVs are not required returnable documents, and Tenderers will not be found non-responsive if they do not submit the CVs, however, the Tender document stipulates that CVs must be made available on request to the City

3.5) Q: Can the attendance register be shared with all the Clarification meeting attendees?

A: The Clarification meeting minutes is hereby shared with all the attendees.

3.6) Error: Pg 41- error should read, 365 days per year, the word year has been omitted from the Tender document.

A: Refer to the replacement page for page number 41, as part of this Notice (2).

3.7) Q: At which point do the queries close via the generic SCM email address?

A: Per T.2 Conditions of tender **clause 2.2.8** Seek clarification

"2.2.8 Seek clarification

The tenderer shall request clarification of the tender documents, if necessary, by notifying the CCT at least one week before the closing time stated in the General Tender Information (i.e., in item T.1 above), where possible."

3.8) Q: Can one Tender for the UAS (drones) section alone?

A: The tender document makes accommodation for joint ventures see clause 2.2.1.1.4 Minimum score for functionality "Where the entity tendering is a Joint Venture, the tenderer's tender response must be accompanied by a statement describing exactly what aspects of the work will be undertaken by each party to the joint venture.

Tenderers shall ensure that all relevant information has been submitted with the tender offer in the prescribed format to ensure optimal scoring of functionality points for each Evaluation Criteria. Failure to provide all information IN THIS TENDER SUBMISSION could result in the tenderer not being able to achieve the specified minimum scoring."

Tenderers who are Partnerships/ Joint Ventures/ Consortiums must complete Schedule F.2: Certificate of Authority for Partnerships/ Joint Ventures/ Consortiums (see page 80 of the tender document)

Clause 2.2.12.3 The tenderer shall sign the original tender offer where required in terms of the Conditions of Tender. The tender shall be signed by a person duly authorised by the tenderer to do so. Tenders submitted by joint ventures of two or more firms shall be accompanied by the document of formation / founding document of the joint venture or any other document signed by all Parties, in which is defined precisely the conditions under which the joint venture will function, its period of duration, the persons authorised to represent and obligate it, the participation of the several firms forming the joint venture, and any other information necessary to permit a full appraisal of its functioning. Signatories for tenderers proposing to contract as joint ventures shall state which of the signatories the lead partner.

Where tenderers form a Partnership/Joint Venture/Consortium it is their responsibility to check and review the entire tenderer document in respect of the Partnership/Joint Venture/Consortium to ensure compliance with the tender conditions.

Attendance was Noted for 'in person' attendees

Bidding Companies

Attendance was Noted for online via Teams attendees

Bidding Companies

Professional Team Attendance

1. City of Cape Town officials
2. Due diligence service provider

Signature and date of the Chairperson: _____