


<b>MEETING MINUTES</b>			 <b>CITY OF CAPE TOWN</b> <b>ISIXEKO SASEKAPA</b> <b>STAD KAAPSTAD</b>	
<b>REFERENCE NUMBER</b>	<b>DATE</b>	<b>WATER AND SANITATION DEPARTMENT</b>	Version: 2	Page 1 of 2
<b>COMPILED BY:</b>		<b>APPROVED BY:</b>		

Meeting: 273Q/2024/25 Tender Clarification Meeting		
Date: 10 June 2025		Time: 13:30
		Venue: 5 <sup>th</sup> Floor Situational Boardroom, Water City Head Office Bellville
Type of Meeting	Non-Compulsory Tender Clarification Meeting	
Facilitator	Eesa Limbada (Contract Manager)	
Note Taker/Time keeper	Eesa Limbada	
1. Welcome	Eesa Limbada welcomed all prospective tenderers	
2. Attendees	Eesa Limbada (EL) representing the City of Cape Town (Senior Professional Officer: Design and Tender Management)	
Apologies	None	
3. Approval of the Agenda	N/A	
Discussions		
4. 273Q/2024/25 Tender		
	4.1 273Q/2024/25 Tender will close on 25 June 2025 and will replace the existing 111Q/2022/23 Tender. 4.2 EL went through the tender presentation which addressed the following aspects: <ul style="list-style-type: none"><li>Tender Data</li><li>Tenderers obligation</li><li>Functionality Criteria</li><li>Contractual Data</li><li>Schedule of rates</li><li>Returnable schedules</li></ul>	
5. Queries from tenderers		
	<p>a) How do you determine which grade to contact if the scope and estimate of works is unclear? For example: what happens if the Gr1 is appointed however final pricing exceeds limit and Gr2 had then to be appointed and visa versa? Response: This is a contract execution risk and will be addressed prior to the commencement of contract stage. Typically, based on historical records, cost to pipeline repairs rarely exceed R500 000.00. However managing this risk will be a part of a Contract Management Plan at execution stage.</p> <p>b) If you on average on 2no emergencies per day over 3 days you have to field the following expensive resources, would this be amended for emergencies? 8.1: Qualified/Registered/3 years’ experience; 8.7 Qualified/Experience and 8.5: Full time CHSO. Response: The Contractor does have the option of declining the works if there is no capacity or recourses to undertake the works, however the PM requested the question be put in an email format to address further.</p> <p>c) On page 305, there is a proposal for a site camp next to the road, is this applicable to emergencies? Response: The site camp presented is only an example or a typical site camp for the security specification and must not be taken as the site camp requirements for emergencies.</p> <p>d) If the Contractors asbestos compliance certification has expired and is currently waiting a renewal at the time of tender closing, how will this be managed? Response: The Contractor to submit their application to the Department of Labour (DoL) at the time of tender closing.</p> <p>e) For the AIA appointment and notification to the DoL for emergencies, is there a new way of compliance? Response: The appointment of an AIA on emergencies will be for the Contractor (upon approval from the Employer). However for planned works, the AIA will be appointed by the City.</p>	

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	<p>With regards to the notification to the DoL, it is expected that there is a blanket approval for emergencies.</p> <p>f) Will there be HDPE fittings added to the BOQ?  Response:  Where there are fittings which Contractors propose, they should email the <a href="mailto:SCM.Tenders7@capetown.gov.za">SCM.Tenders7@capetown.gov.za</a> email address for the PM to consider.</p> <p>g) Will there be an allowance for GRP pipe?  Response:  No GRP pipe laying will be considered.</p> <p>h) Can the submission of the BOQ be printed?  Yes, as per the document the BOQ can be printed and replaced in the document.</p> <p>j) How will the different grades of Contractors be appointed?  Responses:  Based on C3.11.1 in the tender data.</p>	
<b>6. Conclusion</b>		
	6.1 The meeting was concluded at 14:30pm	

CHAIRPERSON SIGNATURE

DATE