



E: SCM.Tenders17@capetown.gov.za

30 June 2026

NOTICE TO TENDERERS NO: 2

Pages: 11

TENDER NO: 263S/2025/26
DESCRIPTION: PROVISION FOR THE COLLECTION OF CO-MINGLED DRY RECYCLABLES SERVICES FROM THE TARGETED NORTH-EASTERN METROPOLITAN AREAS AND OPERATING OF THE MATERIALS RECOVERY FACILITY AT THE KRAAIFONTEIN WASTE MANAGEMENT FACILITY.
CLOSING DATE: 8 July 2026
TENDER BOX NO: 233

Dear Sir/Madam

This Notice to Tenderers forms an integral part of the Contract and is an addendum which must be recorded in Schedule F.12: Record of Addenda to Tender Documents and bound within the 'Returnable Schedules'. Tenderers should take note of the following:

Please note amendments made to the following pages in the tender document and associated replacement pages R8, R9, R31, R76, R77a, R77b.

As well as additional information provided to address clarification queries.

Please ensure all replacement pages have been inserted in your submission and the notice is recognised as part of the bid submission.

Yours faithfully,

For: Director: Supply Chain Management

WRITTEN ACKNOWLEDGEMENT OF RECEIPT OF NOTICE 2 – 263S/2025/26

Signature..... Date.....

Legal and full name of tendering entity:

.....

2.2.1.1.1 Submit a tender offer

Only those tender submissions from which it can be established, *inter alia* that a clear, irrevocable and unambiguous offer has been made to CCT, by whom the offer has been made and what the offer constitutes, will be declared responsive.

2.2.1.1.2 Compliance with requirements of CCT SCM Policy and procedures

Only those tenders that are compliant with the requirements below will be declared responsive:

- a) A completed **Details of Tenderer** to be provided (applicable schedule below to be completed);
- b) A completed **Certificate of Authority for Partnerships/ Joint Ventures/ Consortiums** to be provided authorising the tender to be made and the signatory to sign the tender on the partnership /joint venture/consortium's (applicable schedule below to be completed);
- c) A copy of the partnership / joint venture / consortium agreement to be provided, where applicable.
- d) A completed **Declaration of Interest – State Employees** to be provided and which does not indicate any non-compliance with the legal requirements relating to state employees (applicable schedule below to be completed);
- e) A completed **Declaration – Conflict of Interest and Declaration of Bidders' past Supply Chain Management Practices** to be provided and which does not indicate any conflict or past practises that renders the tender non-responsive based on the conditions contained thereon (applicable schedules below to be completed);
- f) A completed **Certificate of Independent Bid Determination** to be provided and which does not indicate any non-compliance with the requirements of the schedule (applicable schedule below to be completed);
- g) The tenderer (including any of its representatives, directors or members), has not been restricted in terms of abuse of the Supply Chain Management Policy,
- h) The tenderer's tax matters with SARS are in order, or the tenderer is a foreign supplier that is not required to be registered for tax compliance with SARS;
- i) The tenderer is not an advisor or consultant contracted with the CCT whose prior or current obligations creates any conflict of interest or unfair advantage;
- j) The tenderer is not a person, advisor, corporate entity or a director of such corporate entity, who is directly or indirectly involved or associated with the bid specification committee;
- k) A completed **Authorisation for the Deduction of Outstanding Amounts Owed to the CCT** to be provided and which does not indicate any details that renders the tender non-responsive based on the conditions contained thereon (applicable schedules below to be completed);
- l) The tenderer (including any of its representatives, directors or members), has not been found guilty of contravening the Competition Act 89 of 1998, as amended from time to time;
- m) The tenderer (including any of its representatives, directors or members), has not been found guilty on any other basis listed in the Supply Chain Management Policy.

2.2.1.1.3 Compulsory clarification meeting

Not Applicable

2.2.1.1.4 Minimum score for functionality

Only those tenders submitted by tenderers who achieve the minimum score for functionality as stated below will be declared responsive.

The description of the functionality criteria and the maximum possible score for each is shown in the table below. The score achieved for functionality will be the sum of the scores achieved, in the evaluation process, for the individual criteria.

SECTION 1 MRF OPERATION			
TENDERER'S YEARS OF EXPERIENCE IN OPERATING OF MATERIALS RECOVERY FACILITIES AND DROP OFF SITES			
Evaluation Criteria	Evaluation Area	Breakdown of Evaluation Area	Points Allocation
Tenderer's years of experience in operating of materials recovery facilities and including mini MRF's. Experience	List of experience in operating materials recovery facilities including mini MRF's. (Complete schedule 15A)	0-1 year	0
		more than 1-3 year	10
		more than 3-4 year	20
		above 4 years	40

of tenderer schedule 15A.1			
KEY PERSONNEL PREVIOUS EXPERIENCE IN OPERATING OF THE MATERIALS RECOVERY FACILITY			
Evaluation Criteria	Evaluation Area		
Previous years of experience in a plant/factory and operations management Schedule 15B and 15C respectively	Contract Manager: relevant experience in labour intensive plant / factory and operations management which includes waste and/or resource recovery (Complete schedule 15B)	0-1 year	0
		more than 1-2 year	7
		more than 2-3 year	14
		above 3 years	20
	Operational Supervisor: Relevant experience in labour intensive plant / factory and operations management (Complete schedule 15B)	0-1 year	0
		more than 1-2 year	7
		more than 2-3 year	14
		above 3 years	20
	Maintenance Supervisor: Must have technical qualification (fitter and turner or boilermaker or millwright and experience in plant maintenance. (Complete schedule 15B and include trade certificate)	0-1 year	0
		more than 1-2 year	7
		more than 2-3 year	14
		More than 3 years	20

The minimum qualifying score for functionality for section 1 is **[70]** out of a maximum of **[100]**.

SECTION 2 COLLECTION OF DRY CO-MINGLED RECYCLABLE MATERIALS			
Evaluation Criteria	Evaluation Area	Breakdown of Evaluation Area	Points Allocation
Previous Experience (i.e. Waste collection services and logistics) Schedule 15 A.2	Relevant Experience of the Tendering Entity on Waste Collections services.	0-1 year	0
		more than 1-2 year	7
		more than 2-3 year	14
		More than 3 years	20
PERSONNEL EXPERIENCE			
Evaluation Criteria		Breakdown of Evaluation Area	Points Allocation
Contract Manager: who has Matric (Grade 12) and must have experience in supervising and/or managing door to door waste removal (CV to be attached) (Schedule 15 B)		0-1 year	0
		more than 1-2 year	7
		more than 2-3 year	14
		More than 3 years	20
Supervisors: Relevant Experience in waste management collections services (CV's to be attached). The average years of experience will be used for evaluation (Schedule 15 B)		0-1 year	0
		more than 1-2 year	7
		more than 2-3 year	14
		More than 3 years	20
AGE OF RECYCLING COLLECTION VEHICLES. The average of the age of vehicles will be used for evaluation (Schedule 15D)		0-2 year	40
		more than 2-4 year	30
		more than 4-5 year	20
		More than 5 years	10

The minimum qualifying score for functionality for section 2 is **[70]** out of a maximum of **[100]**.

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.

C.4 PRICE SCHEDULE

Bid specifications may not make any reference to any particular trade mark, name, patent, design, type, specific origin or producer, unless there is no other sufficiently precise or intelligible way of describing the characteristics of the work, in which case such reference must be accompanied by the words “or equivalent”.

TENDERERS MUST NOTE THAT WHEREVER THIS DOCUMENT REFERS TO ANY PARTICULAR TRADE MARK, NAME, PATENT, DESIGN, TYPE, SPECIFIC ORIGIN OR PRODUCER, SUCH REFERENCE SHALL BE DEEMED TO BE ACCOMPANIED BY THE WORDS ‘OR EQUIVALENT’

Item No	Description	Unit of measure	Estimated Quantity (60 months)	Rate (per unit) (excl. 15% VAT)	Total (excl. 15% VAT) (Rate X Quantity)
Section 1	OPERATION OF MATERIALS RECOVERY FACILITY (MRF)				
1.1	Establishment and Operational Activities				
1.1.1	Processing cost inclusive of all labour, consumables and equipment to operate and sort materials. (Refer to Guideline for costing in Table 1)	Monthly Fee	60	R	R
1.1.2	Rental for use of the Materials Recovery Facility (R per m2)	Monthly Rental	60	-R580 000	- R
1.2	Servicing and Maintenance of Buildings, Fixed Plant and Equipment				
1.2.1	Servicing, cleaning and maintenance of the MRF building for the duration of the contract	Monthly Fee	60	R	R
1.2.2	Routine servicing and maintenance of the City-owned fixed plant and equipment by an approved service-provider, as detailed in Schedule A, as required by the Employer. Not claimable during facility upgrade.	Monthly Fee	60	R	R
1.2.3	City-owned plant & equipment repairs by approved service-provider as directed by the Employer	Provisional Sum			R15 000 000
1.2.4	Percentage mark-up on 1.2.3 for profit, administrative costs and overheads	%		5%	
Section 1	Sum total of section 1	Sum of 1.1.1+1.1.2+1.2.1+1.2.2			

Annexure F - Tender Returnable Documents

Schedule F.1: Contract Price Adjustment

1. The Contract Price Adjustment mechanism contained in this schedule is compulsory and binding on all tenderers.
2. Tenderers are not permitted to amend, vary, alter or delete this schedule or any part thereof unless otherwise stated in this schedule, failing which the tender offer shall be declared non-responsive.
3. Tenderers are not permitted to offer firm prices except as provided for in the Price Schedule, and if the tenderer offers firm prices in contravention of this clause the tender offer shall be declared non-responsive.
- 4.
5. All requests for price variations must be submitted in writing to:
Director: Supply Chain Management, City of Cape Town
P O Box 655, Cape Town, 8000
Or by email to CPA.Request@capetown.gov.za
6. When submitting a claim for contract price adjustment a supplier shall indicate the actual amount claimed for each item. A mere notification of any price variation will not be considered under any circumstances as valid and no relevance will be attached to such a claim. Such notifications will not be responded to by the City.
7. All requests for price variations must be submitted in writing prior to the month upon which the price adjustment would become effective.
8. The CCT reserves the right to withhold payment of any claim for contract price adjustment while only provisional figures are available and until the final (revised) figures are issued by the relevant authority.
9. The CCT reserves the right to request the supplier to submit auditor's certificates or such other documentary proof as it may require in order verifying a claim for contract price adjustment. Should the supplier fail to submit such auditor's certificates or other documentary proof to the CCT within a period of 30 (thirty) days from the date of the request, it shall be presumed that the supplier has abandoned his claim.
10. The prices indicated in the pricing schedule shall remain firm for the first 12 months (from commencement of contract) and no claims for contract price adjustment will be considered for the first 12 months.
11. Subject to the above, Contract Price Adjustment will only be applicable as commencement of the 13 month of the contract period as follows:
12. **90%** of the current rate (**excluding provisional sum, labour and fuel cost below.**) will be subject to adjustment annually based on the average Consumer Price Index (CPI) as follows:
13. **From the start of 13th month to the end of the 24th month:** Subject to contract price adjustment in accordance with the Consumer Price Index (P0141-Table B). **Base month** for the price adjustment shall be two (2) calendar months prior to the date of commencement. The **end month** shall be two (2) calendar months prior to the 13th month.
14. **From start of 25th month to end of the contract:** Subject to the contract price adjustment in accordance with the Consumer Price Index (P0141-Table B). **Base month** for the price adjustment shall be two (2) calendar months prior to the 13th month. The **end month** shall be two (2) calendar months prior to 24th month.

15. The average CPI calculated, the base month to the end month (both included) divided by the number of months.
16. The claim will be based on the average between the “base month” and the “end month” e.g.: $7+6+9+6 = 28$ $(28/4) = 7$ therefore the claim will be 7%. **10%** of the current rate will remain fixed.
17. Tenderers shall be entitled to claim contract price adjustment for the drivers as per the determination (i.e. National Bargaining Council for the Road Freight and Logistics Industry (NBRCFLI). **(For drivers provided for in bid submission)**. The Base fuel rate will be rate available 7 days prior to tender closing.
18. Tenderers shall be entitled to claim contract price adjustment of the basic minimum wage of the workers as determined by the Department of Labour for the cleaning sector. **(For labour provided for in bid submission including runners/worker)**. The Base fuel rate will be rate available 7 days prior to tender closing.
19. Tenderers shall be entitled to claim contract price adjustment for the Rise and Fall of Fuel, using the basic **Fuel Rate – Diesel/Petrol** as published by the Department of Mineral and Petroleum Resources. The Base fuel rate will be rate available 7 days prior to tender closing. The Current rate will be the rate available at commencement of contract and first Wednesday in the month **July, October, January and April**. The percentage increase in the Rise and Fall will be applied to all rates. **The fuel price for the 0.005% (50ppm) grade of diesel will be used as the basis for the adjustment to diesel. The index for the petrol 95 unleaded will be used as the basis for the adjustment to petrol.** 10% will remain fixed. As published in Department of Mineral and Petroleum Resources website [Fuels Prices \(dmp.r.gov.za\)](https://dmp.r.gov.za)
20. Should the rate change by more than 15% on a single month and immediate increase or decrease can be triggered.

Bidders to populate for CPA to be applied.

Breakdown of rate	Percentage – To be populated by bidder
Fuel %- DMR publication quarterly	
Other %- CPI applies annually	

Example CPA.

Current Rate Fuel 33%= 0.33= R33

Other 67 % = 0.67= R67

Assume rate R100

Current adjustment month March 2026 – **Adjust 2 months before date.**

Table B2 – CPI headline year-on-year rates

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Average ¹
2022	5,7	5,7	5,9	5,9	6,5	7,4	7,8	7,6	7,5	7,6	7,4	7,2	6,9
2023	6,9	7,0	7,1	6,8	6,3	5,4	4,7	4,8	5,4	5,9	5,5	5,1	6,0
2024	5,3	5,6	5,3	5,2	5,2	5,1	4,6	4,4	3,8	2,8	2,9	3,0	4,4
2025	3,2	3,2	2,7	2,8	2,8	3,0	3,5	3,3	3,4	3,6	3,5	3,6	3,2
2026	3,5	3,0	3,1	4,0	..	..	..	..	..	..	..	..	..

CPI annually = 90% R67.00 – R6.70= R 60.3

10% Fixed R6.70

CPI (average Jan 2025 to Jan 2026) = 3.18 %

Increase CPI = R60.30 x 0.0318 = R62.22 + R6.70= R68.92

New Rate = R68.92 + R33.00 (fuel portion) = R101.92

For Fuel increase quarterly = 0.33 x current rate- 10% (.33 x current rate) x (old, published rate - the

new published rate over)/ new published rate). + 10% (33 x current rate) + (067 x current rate)

BASIC FUEL PRICE									
2026 RSA c/litre	Petrol 93 Unleaded	Petrol 95 Unleaded	Diesel 0.05% Sulphur	Diesel 0.005% sulphur	Illumina- ting Paraffin	Maximum Refinery gate price (MRGP)	Maximum Refinery gate price (MRGP) Saldanha	Exchange Rate Rand/US\$	Average Dated Brent Crude
JAN	900.170	911.170	972.630	983.030	993.128	11 056.14	12 603.99	16.85	61.47
FEB	835.170	846.170	922.630	927.030	940.128	11 296.78	12 878.33	16.31	64.08
MAR	855.170	866.170	984.630	991.030	984.128	11 470.61	13 076.49	16.00	69.08
APR	1436.170	1447.170	1996.630	2017.030	2147.128	12 281.95	14 001.42	16.64	93.67
MAY	1640.370	1651.370	2585.700	2606.100	2569.128	16 119.05	18 375.72	16.65	101.00
JUNE	1598.330	1609.330	1937.630	2021.030	1973.128	15 989.52	18 228.05	16.52	104.59
JULY									
AUG									
SEPT									
OCT									
NOV									
DEC									

Source [Fuels Prices \(dmpr.gov.za\)](http://dmpr.gov.za)

April adjustment example Base January 2026

New Rate R101. 92
Fixed CPI portion 67% = R68.28
Fuel portion = R33.64
10% Fixed = R 3.36
90% to be adjusted = R 30.28

Adjustment for Diesel 0.005% PPM

Jan 2026 R983.03
April 2026 R 2017.03

% Increase = $\frac{R2017.03 - R983.03}{R2017.03} = 0.51$ or 51% increase

Increase Fuel portion= $R30.28 \times 1.51 = R45.72 + R3.36 = R49.08$

New Rate = $R49.08 + R 68.28 = R 117.36$

Example of more than 15% increase. April 2026 to May 2026 shift was 22%

Adjustment would then be.

$R34.86 (90\%) \times 1.22 = R42.52 + R3.87(10\%) = R46.39$

New Rate = $R46.39$ (Fuel adjusted) + $R78.63$ (67% of new rate) = $R125.02$

The additional information is provided to address clarification queries.

1. Waste tonnages through Kraaifontein MRF.

The waste tonnages through the MRF is between 800 and 900 tons per month. **Please note that the City does not guarantee the quantity or quality of material provided by residents.** It is therefore critical that ongoing marketing and awareness is done to remind residents of what to do and what not to do.

The average sorted fractions for the last 4 months are as follows:

Sorted Commodity	Percentage Sorted
White Paper	2%
Other Paper	10%
Cardboard	23%
Plastic (LDPE)	5%
Plastic (HDPE)	2%
Plastic (PP)	2%
Plastic (PET)	8%
Tetrapak	2%
Polystyrene	0%
Glass	20%
Metal	4%
Electronic	0%
Tailings	23%

Commodity prices vary and bidders will need to do there own due diligence.

2. Ownership of collected material and direction of waste to other MRF's.

Please note that this is a split award and the collector and MRF operator may to two different entities. The ownership of the collected material is for the MRF operator, and all material must be fed to the Kraaifontein MRF over the weighbridge.

As collector you are responsible to ensure that all material is collected and ensure participation of residents and marketing must be undertaken.

During the downtime at Kraaifontein the MRF service provider will inform when the MRF reaches capacity and will direct the material to another MRF which may include the Coastal Park MRF. The rate provided is in the event of the need to dispose at an alternative approved MRF, the City will pay at the tendered rate for the period that diversion is required for the shut down period only.

3. Staffing Requirements

The City does not dictate the staffing requirements for the facility but the following may be used as a general guide when planning staff required besides those already specified in the tender. When planning consider staff for logistics, operating machinery, maintenance, sorting and housekeeping.

Drivers	1 per truck
Runners (workers)	Operator Decision
Hyster and FEL loader	1 per plant assigned
Operators- Panel and Balers	1 per panel recommended
Workers for plant – single shift	60 minimum recommended
Admin Staff	Operator Decision
Maintenance Staff	Operator Decision
Management and Supervision	As per tender document

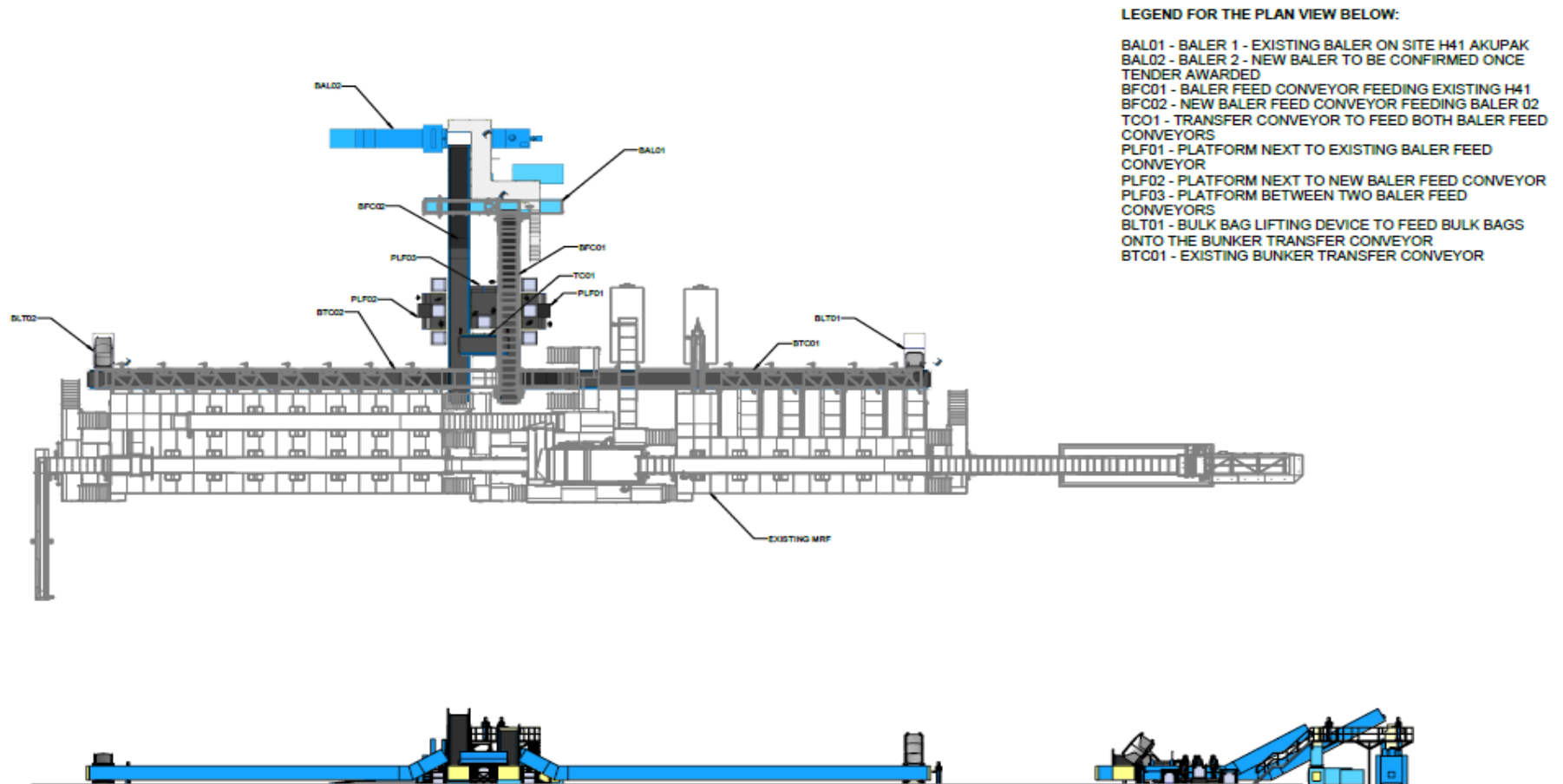
4. Rental Adjustment during shut down period

The layout provided in the tender is an estimated available m2 that will be charged for the factory area. The affected area will be reduced at R75 per square meter to determine the reduced rental during the upgrade period. **Only item not claimable during shutdown period is item 1.2.2.**

5. Layout of plant post upgrade.

Below is a layout of the upgrade planned for the plant.

Please note that the throughput of the plant will not increase significantly, but the baling capacity will be doubled.



6. Functionality Table has been changed to correct the overlap. Replacement pages 8 and 9 replaced by R8 and R9

7. Description on item 1.2.4 has been amended to reference 1.2.3 and not 1.2.5. Pg 31 replaced by R31.
8. Workers left blank for collection part 2.3 - This number to be determined by the bidder.
9. Performance Guarantee is 5% on the total contract sum, excluding provisional sum.
10. The CPA clauses on pages 76 and 77 have been replaced with R76, R77a, 77b.
11. Item 3.1 for plastic bags are for your own costing as part of the overall rate. How many bags you allocate per pick up point is up to the bidder.