



CITY OF CAPE TOWN
ISIXEKO SASEKAPA
STAD KAAPSTAD



NON-COMPULSORY CLARIFICATION MEETING

TENDER NUMBER: 113G/2024/25

SUPPLY AND DELIVERY OF PORTABLE FLUSH TOILET UNITS AND PORTABLE NON –
FLUSHING CHEMICAL TOILET UNITS FOR THE CITY OF CAPE TOWN.

TIME: 10H00

DATE: 14 November 2024

VENUE: Skype Meeting

Making progress possible. **Together.**

PLATFORM RULES AND OBJECTIVE

- ❖ Attendance is non-compulsory
- ❖ All attendees to write their Name, Email Address and Company Name they're representing on the IM.
- ❖ Questions can be asked as we go along.
- ❖ To assist Tenderers on tender requirements and the compiling of their tender documents

SCOPE OF WORK

❖ Objective:

- ❖ In order to address basic Sanitation needs and maintain a high level of health standards, the City of Cape Town (CCT) is committed to provide efficient, sustainable and environmentally sound sanitation services.
- ❖ The purpose of this tender is to procure Service Provider/s for the supply and delivery of portable flush toilet units (PFT) and portable non-flushing chemical toilet units, in the City of Cape Town.

GENERAL TENDER INFORMATION

- ❖ Employer : City of Cape Town
- ❖ Tender Advertised : 01 November 2024
- ❖ Closing Date : 03 December 2024
- ❖ Closing Time : 10h00
- ❖ Tender Box No. : 154 at Tender & Quotation Box Office
(2nd Floor, Civic Centre)

GENERAL TENDER INFORMATION

The Tender document consist of 2 sections. These sections are as follows:

1. **The Tender:**

- ❖ General Tender Information
- ❖ Conditions of Tender

2. **The Contract:**

- ❖ Details of Tenderer/Supplier
- ❖ Form of Offer And Acceptance
- ❖ Occupational Health and Safety Agreement
- ❖ Price Schedule
- ❖ Specification(s)
- ❖ Special Conditions of Contract
- ❖ General Conditions of Contract
- ❖ Annexures

GENERAL TENDER INFORMATION-ANNEXURES

ANNEXURES

ANNEXURE A –PRO FORMA INSURANCE BROKER'S WARRANTY

ANNEXURE B –MONTHLY PROJECT LABOUR REPORT

ANNEXURE C -PRO FORMA PERFORMANCE SECURITY/ GUARANTEE

ANNEXURE D -PRO FORMA ADVANCE PAYMENT GUARANTEE

ANNEXURE F -TENDER RETURNABLE DOCUMENTS

Schedule F.1: Contract Price Adjustment

Schedule F.2: Certificate of Authority for Partnerships/ Joint Ventures/ Consortiums

Schedule F.3: Declaration for Procurement above R10 million

Schedule F.4: Preference Points Claim Form In Terms Of the Preferential Procurement Regulations 2022

Schedule F.5: Declaration of Interest –State Employees (MBD 4 amended)

Schedule F.6: Conflict of Interest Declaration

Schedule F.7: Declaration of Tenderer's Past Supply Chain Management Practices (MBD

Schedule F.8: Authorisation for the Deduction of Outstanding Amounts Owed to the CCT

Schedule F.9: Certificate of Independent Tender Determination

Schedule F.10: Proposed Deviations And Qualifications By Tenderer

Schedule F.11: List of Other Documents Attached By Tenderer

Schedule F.12: Record of Addenda to Tender Documents

Schedule F.13: Information to Be Provided With the Tender

Schedule F.14: Appeal Application

Awarding

❖ **The CCT intends to appoint two tenderers Citywide:**

- The highest ranked tenderer (the winner) and;
- In addition an “alternative tenderer.

❖ **Contract Period** - 36 Months from commencement date of the contract.

Functionality Criteria

Evaluation Criteria	Applicable values/points	Weight
Company Experience	Years of experience in similar contracts	100
	0 to 1 year of experience in Supply and Delivery of plastic product relating to sanitation industry. (0 Points)	
	Greater than 1 to less than 3 years of experience in Supply and Delivery of plastic product relating to sanitation industry. (20 points)	
	3 to 6 years of experience in Supply and Delivery of plastic product relating to sanitation industry. (60 points)	
	Greater than 6 years of experience in Supply and Delivery of plastic product relating to sanitation industry. (100 points)	
Total		100

The minimum qualifying score for functionality is **60** out of a maximum of **100**

SCHEDULES OF RATES

ITEM	DESCRIPTION	UNIT	UNIT PRICE (Excl. VAT)
A.1	SUPPLY AND DELIVERY OF PORTABLE FLUSH TOILET UNIT OR SIMILAR		
A.1.1	Complete portable flush toilet unit (lower and upper tanks). (As per clause 5.2.2)	Each	
A.1.2	Lower waste tank unit. (As per clause 5.2.2)	Each	
A.1.3	Upper flushable toilet unit. (As per clause 5.2.2)	Each	
A.2	SUPPLY AND DELIVERY OF SPARE PARTS FOR PORTABLE FLUSH TOILET UNITS OR SIMILAR		
A.2.1	Seat and cover	Each	
A.2.2	Plunger Kit Pump	Each	
A.2.3	Pump Body	Each	
A.2.4	Hinge	Each	
A.2.5	Upper or Lower Tank Cap	Each	
A.2.6	Cap Rubber Seal	Each	
A.2.7	Valve Kit	Each	
A.2.8	Ring Valve Seal	Each	
A.2.9	Marble for Pump	Each	
A.2.10	Plastic toilet brush set for cleaning the upper tank of a portable flush unit.	Each	



SCHEDULES OF RATES (Cont'd)

SECTION B			
ITEM	DESCRIPTION	UNIT	UNIT PRICE (Excl. VAT)
B.1	SUPPLY AND DELIVERY OF PORTABLE NON-FLUSHING CHEMICAL TOILET UNIT OR SIMILAR (AS PER CLAUSE 5.2.2)		
B.1.1	Portable non-flushing chemical toilet unit.	Each	
B.1.2	Portable non-flushing chemical toilet unit (for Disabled Person) complete with all fittings and fixtures e.g. grab bars, etc.	Each	
B.2	SUPPLY AND DELIVERY OF SPARE PARTS FOR PORTABLE NON-FLUSHING CHEMICAL TOILET UNITS OR SIMILAR		
B.2.1	Toilet Unit Door (as per clause 5.2.2)	Each	
B.2.2	Disabled Person Toilet Unit Door. (as per clause 5.2.2)	Each	
B.2.3	38mm Iron padlock with five (5) keys each with a universal master key.	Each	

Tender Evaluation

❖ Preference Point System (80/20):

- Price (80 points)
- Specific Goals (20 points)

CONTRACT PRICE ADJUSTMENT

❖ CPA PROVISIONS SELECTION:

- The prices stipulated on the Price Schedule are subject to adjustment as set out below:
- Tenderer to indicate the specific CPA and/or RoE provisions applicable to their bid by marking the relevant checkboxes below. Tenderers to note that the CPA and/or RoE provisions are not exclusive and multiple CPA Types can exist if the bid contains both local and foreign exchange based pricing. In such cases the CPA and/or ROE provision applies only to that particular portion of the tendered price.

CONTRACT PRICE ADJUSTMENT (Cont'd)

	<u>Indicate option</u>	<u>CPA Type</u>	<u>Period</u>	<u>Refer to Section</u>
	↓			
A	N/A	FIRM PRICES as per Pricing Schedule	Annual	<i>Pricing Schedule C.4 and Schedule F.1 (A)</i>
<u>LOCAL (RSA) TENDER CONTENT:</u>				
EITHER				
B	N/A	SEIFSA Index based CPA	Monthly / Quarterly	<i>Schedule F.1 (B)</i>
OR				
C		Pricelist / Quotation Based CPA	Ad-Hoc	<i>Schedule F.1 (C)</i>
OR				
D		STATS SA CPI Index Based CPA	Annually	<i>Schedule F.1 (D)</i>
OR/AND				
E	N/A	Sectorial Determination 1: Contract Cleaning Sector	Annually	<i>Schedule F.1 (E)</i>
OR				
E	N/A	Sectorial Determination 6: Private Security Sector	Annually	<i>Schedule F.1 (E)</i>

CONTRACT PRICE ADJUSTMENT (Cont'd)

		<u>IMPORTED GOODS AND / OR COMPONENTS (IF APPLICABLE)</u>	
F		ROE based CPA	Ad-Hoc <i>Schedule F.1 (F)</i>
AND (IF REQUIRED), EITHER			
G	N/A	Pricelist / Quotation based CPA	Ad-Hoc / Periodic <i>Schedule F.1 (G)</i>
OR			
H	N/A	Overseas CPI / PPI index based CPA	Ad-Hoc / Periodic <i>Schedule F.1 (H)</i>

2.4 CPA and/or RoE provisions marked as **not applicable** is not relevant and will not apply to this tender and resulting contract.

CONTRACT PRICE ADJUSTMENT (Cont'd)

F.1 (C) LOCAL SOUTH AFRICAN CONTENT - SUPPLIER/ MANUFACTURER PRICE LIST/ QUOTATIONS:

- Tenderers /Suppliers that are not the manufacturer or original supplier of the tendered goods and whose tender prices are based on the price list/ quotation of another company (manufacturer or other supplier) may apply Supplier / Manufacturer Pricelist / Quotation based CPA.
- In such cases **the Tenderer is required to submit with his tender a copy of the original Supplier / Manufacturer Pricelist / Quotation upon which his tender prices are based.** Such pricelist / Quotation is required to be on the Letterhead of the Supplier / Manufacture, is to be dated, referenced and signed, and is to provide clear reference to the tender number and is required to clearly reference each item quoted to the respective Tender Item Number indicated in C.4 Price Schedule.
- The tenderer shall further confirm the Manufacturer / supplier, Quotation date and reference number and applicable tender Items by completing Table F.1(C).1 below.

CONTRACT PRICE ADJUSTMENT (Cont'd)

Table F.1(C).1: Price Schedule information for Manufacturers/Suppliers Price List(s)/ Quotation:

Manufacturer/ Supplier Name	Price List Information		
	Price List/Quotation Date.	Price List/Quotation Reference Number	Pricelist applicable to Items as per C.4 Price Schedule

CONTRACT PRICE ADJUSTMENT (Cont'd)

F.1 (D) LOCAL SOUTH AFRICAN CONTENT - STATS SA CONSUMER PRICE INDEX:

- A minimum of 10% of the tender price as per C.4 Pricing Schedule shall be fixed and free of variation for the duration of the contract.
- A total of 90% of the tender price as per C.4 Pricing Schedule OR previously adjusted tender price/current price shall be adjusted annually in accordance with clause below:
- The Contract Price(s) shall remain **FIRM** for the first 12 calendar months from date of Commencement Date of Contract and Suppliers are not permitted to requests CPA during this period.
- CPA applicable from **the start of the 13th month to the end of the 24th month**
- CPA applicable from **the start of the 25th month to end of the 36th month**

CONTRACT PRICE ADJUSTMENT (Cont'd)

F.1. (F) GOODS AND/OR COMPONENTS IMPORTED FROM OUTSIDE OF SOUTH AFRICA RATE OF EXCHANGE PRICE VARIATIONS:

- Subject to the above, when tendered prices of certain items in C.4 Price Schedule are subject to adjustment for changes in the cost of goods and/or components imported from outside of South Africa, **the Tenderer must (as part of the bid submission) provide a list of such items and other information as required in Table F.1 (F).2 below and include it in the bid submission.**
- Only tenderers who are the direct importer of the goods may claim rate of exchange price variations.

TABLE F.1 (F).2: Price Basis for Imported Resources:

C.4 Price Schedule Detail		Rand Value Calculation for Foreign Content (FOB)			Customs Surcharge		Customs Duty			Rand Value for South African Content (FOR)	Total Tender Price in Rand of (C) + (D) + (E) + (F) included in Price Schedule C.4
C.4 Price Schedule Item No.	Description of Resources	Value in Foreign Currency denomination	Rate of Exchange as at Base Date*	Value in Rand for Foreign currency content (A) x (B)	%	Rand	%	Rand	Customs Duty Tariff Reference	Value in Rand for South African Content	(G)
		(A)	(B)	(C)		(D)		(E)		(F)	



Schedule F.13: Information to Be Provided With the Tender

The following information shall be provided with the Tender:

Schedule F.13A	Product Data Sheet - Portable Flush Toilet Units
Schedule F.13B	Product Data Sheet - Portable Non-Flushing Chemical Toilet Unit
Schedule F.13C	Product Data Sheet - Portable Non-Flushing Chemical Toilet Unit for Disabled Person
Schedule F.13D	Company Experience
Schedule F.13E	ISO 9001:2015 Certificates

PENALTIES

The City of Cape Town will regularly inspect the Portable Flush Toilets (PFTs) to ensure their quality before distributing them to the communities or beneficiaries. The City shall issue penalties if the Tenderer delayed the delivery beyond the agreed-upon date. The city shall impose penalties ranging from 1% to 2% of the purchase order value, depending on the length of delay, as follows:

Late Delivery		
Above 5 months late but less than 6 months late.	1% (1 percent) per purchase order received by the Contractor.	Delivery beyond agreed-upon date
From 6 calendar month to 9 calendar month late.	1.5% (1.5 percent) per purchase order received by the Contractor.	Delivery beyond agreed-upon date
Above 9 calendar month late.	2% (two percent) per purchase order received by the Contractor.	Delivery beyond agreed-upon date

If the defect is not rectified within the 30-day lead time as stated on the warrant clause, a penalty will be imposed for each day the defect remains unresolved beyond the 30 days period. The penalty amount will be based on item A.1.1 of the Price Schedule for each defective PFT unit per day.

Common Errors by Tenderers

- Submitting incomplete returnable schedules
- Track Record not clear in meeting requirements
- Failure to adhere to tender pricing instructions
- Making assumptions instead of seeking clarity

Bidders are urged to engage the tender document meaningfully!!

Questions





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Thank You

Making progress possible. Together.