CITY OF CAPE TOWN
ISIXEKO SASEKAPA
STAD KAAPSTAD

Clarification Meeting
148G/2024/25
SUPPLY AND DELIVERY OF CEMENT TO THE CITY OF CAPE TOWN ON AN ADHOC BASIS

14 January 2025

Making progress possible. Together.

Introduction

Tender Name

TENDER NO. 148G/2024/25: SUPPLY AND DLEIVERY OF CEMENT

The purpose of this clarification is not to go through the entire tender document as it is expected that All Bidders thoroughly read and understand all the contents of the tender document before submitting your bid. The onus is on each bidder to ensure that they have fully comprehended the requirements, terms, and conditions outlined within the document.

In today's clarification, we will address the following;

- Communication
- Supplier registration
- Eligibility Criteria
  - Functionality
  - Validity period
  - Preference Points
  - Price Schedule
  - Specifications
  - Awarded Price and CPA

Communication

All queries to be sent to below email. Please ensure the reference is made to the tender number in the subject line of any intended email.

Tender Representative

finance.tenders@capetown.gov.za

Supplier Registration

- Tenderers are required to be registered on the CCT Supplier Database as a service provider. Tenderers must register as such upon being requested to do so in writing and within the period contained in such a request, failing which no orders can be raised or payments processed from the resulting contract. In the case of Joint Venture partnerships this requirement will apply individually to each party of the Joint Venture.

- Tenderers who wish to register on the CCT's Supplier Database may collect registration forms from the Supplier Management Unit located within the Supplier Management / Registration Office, 2nd Floor (Concourse Level), Civic Centre, 12 Hertzog Boulevard, Cape Town (Tel 021 400 9242/3/4/5). Registration forms and related information are also available on the CCT's website www.capetown.gov.za (follow the Supply Chain Management link to Supplier registration).

- It is each tenderer's responsibility to keep all the information on the CCT Supplier Database updated.

General

- [The CCT intends to appoint three tenderers (the highest ranked tenderer ("the winner") and in addition two "alternative tenderer") for the allocation of work. If insufficient responsive bids are received, the CCT reserves the right to appoint fewer tenderers, or not to appoint any tenderers at all.

- Suppliers, once appointed and subject to operational requirements, will be invited to deliver the goods or services on a "winner-takes-all" basis, whereby the order will always be offered and, if accepted, allocated to the highest ranked tenderer ("the winner"), and only if he refuses will the work be offered to the next highest ranked tenderer from the alternative tenderers).

- The contract period shall be for a period of **36** months from the commencement date of the contract.]

- **It is anticipated that the commencement date of the contract will be the 1st of July 2026, however CCT reserves the right to commence the contract at a later date.**

Eligibility Criteria

- Tenderers are obligated to submit a tender offer that complies in all aspects to the conditions as detailed in this tender document and the Conditions of Tender. An ‘acceptable tender must "COMPLY IN ALL" aspects with the tender, Conditions of Tender, all Specifications (i.e., item C.5 below, hereinafter the "Specifications"), pricing instructions herein and the Contract including its conditions.

- Deviations – **it is strongly recommended no to add or amend any conditions in the contract as this may result in the Bidder being declared non-responsive.**

Eligibility Criteria

- **Technical Compliance**
- In order to be declared responsive, the tendering entity must fully comply with the specifications outlined in the tender document. The tenderer is required demonstrate compliance with the full extent of the technical specifications.
- **In order to be evaluated for compliance with the technical specifications, the tenderer must clearly mark the item numbers on the requested documentation, and submit as per the specification requirement in the Price Schedule (4) <u>with the tender submission.</u>**
- 2.2.1.1.5 (a): Product Data Sheets – as per the brand offered on the Price Schedule (for all items tender for on pricing schedule).
- 2.2.1.1.5 (b): SANS Certification – <u>valid as at closing date of tender (for item 1 on pricing schedule)</u>
- 2.2.1.1.5 (c) ISO 9001-2015 : Quality Management System Requirements (for item 3 on pricing schedule)
- 2.2.1.1.5 (d) EN14647-2005 : Calcium Aluminate Cement (for item 2 on pricing schedule)

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Functionality

SCORING TABLE ON FUNCTIONAL REQUIREMENTS		
Evaluation Criteria	**Applicable values/points**	**Maximum Points**
<u>1. Business Finance Method</u>: Business Finance method for procuring of Cement. Credit Agreement with Suppliers of Cement, Cash reserves or an overdraft facility with an Approved Financial Institution. **Please respond to this criteria by completing Schedule F13A, substantiating your response with evidence.**	**Credit Agreement, Cash Reserves or Overdraft facility** • No financing available or up to R50 000..........................0 Points • More than R50 000.00 and up to R100 000..................20 Points • More than R100 000 and up to R200 000....................30 points • More than R200 000 and up to R300 000....................40 Points • More than R300 000 ....50 Points	50
<u>2. Equipment</u> Include evidence of ownership or an existing rental contract of a delivery vehicle. **Please respond to this criteria by completing Schedule F13B, substantiating your response with evidence.**	**Delivery vehicle with a 4 ton capacity or higher** • No delivery vehicle...0 points • 1 x delivery vehicle ....10 points • 2x delivery vehicles or more ....25 points	25
<u>3. Resources</u> Administrative Support Staff who have experience in managing either Accounts Receivables, Sales and/or Order Management. **Please respond to this criteria by completing Schedule F13C, substantiating your response with evidence**	**Experienced Administrative Support Staff** • No Experience...0 points • 1 or more Staff member with up to 1 year experience....5 points • 1 Staff member, with more than 1 year experience...... 10 points • 2 or more Staff members with more than 1 years experience...25 points	25
Total		**100**

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

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

Functionality

- **Business Finance Method**
- The tendering entity must demonstrate financial ability to successfully execute the contract.
- Tenderers must complete Schedule F13A accordingly.
- Credit Agreement: The tenderer must provide verifiable evidence not older than 3 months of available credit agreement with Suppliers of Cement. The list of evidence must be on a company letterhead, indicating the credit agreement value with active/current contactable contact details that can corroborate all information provided in this regard.
- Cash Reserves and Overdraft: The tenderer must provide verifiable evidence of available cash reserves or overdraft facility with an Approved Financial Institution. Evidence may be in the form of an official statement or letter from the financial institution confirming values.
- **Evidence, substantiating the detail provided on Schedule F13A; may be submitted with the tender submission, or after being requested to do so.**
- **Failure to submit evidence may result in the Bid Evaluation Committee not being able to verify and allocate scoring points to the tenderer.**
- **This information must be captured in Returnable Schedule 13A.**

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Functionality

Annexure F.13A : Business Finance Method

The tendering entity must provide evidence not older than 3 months of available credit agreement with Suppliers of Cement, or evidence of cash reserves or overdraft facility with an approved financial institution as per 2.2.1.1.4(1) of the Eligibility Criteria.

Name of Financial Institution/ Cement Supplier	Contact Name and Email Address	Description of Institution	Date of Credit Facility letter/Cash Reserve/Overdraft facility/ Bank Statement	Total Rand Value of Funding Available (Excl. VAT)

Functionality

- **Equipment**

- The tendering entity must demonstrate ownership or access to a delivery vehicle (4 ton load capacity or higher). Tenderers must provide verifiable supporting evidence of either proof of ownership or an existing vehicle rental contract.

- Tenderers must complete Schedule F13B accordingly.

- **Evidence, substantiating the detail provided on Schedule F13B; may be submitted with the tender submission, or after being requested to do so.**
- **Failure to submit evidence may result in the Bid Evaluation Committee not being able to verify and allocate scoring points to the tenderer.**

Functionality

Annexure F.13B : EQUIPMENT

The tendering entity must provide either proof of ownership or existing lease agreement of a delivery vehicle, as per clause 2.2.1.1.4 of the Eligiblity Criteria.

No.	Vehicle Make	Capacity (Tons)	Owned (Name of owner)/ Leased (name of Lessor and Lessee)

Functionality

- **Resources**

- The tendering entity must demonstrate administrative support staff who are experienced in managing either Accounts Receivables, Sales and and/or Order management. Tenderers must provide contactable references (if the experience gained is not from the tendering entity).

- Tenderers must complete Schedule F13C accordingly.

Functionality

Annexure F.13C : RESOURCES

The tendering entity must provide information regarding support staff who are experienced in managing either Accounts Receivables, Sales and/or Order management.

Details to include name of employee, the organisation (if the experience is prior to joining the tendering entity), the role in the company, duties performed, number of years in the role; and a contactable reference (email address).

Employee Name	Organisation	Designation/ Title	Duties	Number of years employed in this role	Contact Name and Email address

Validity Period

- **2.2.15.1** The tenderer shall warrant that the tender offer(s) remains valid, irrevocable and open for acceptance by the CCT at any time for a period of 120 days after the closing date stated on the front page of the tender document.

- **2.2.15.2** Notwithstanding the period stated in clause 2.2.15.1 above, bids shall remain valid for acceptance for a period of twelve (12) months after the expiry of the original validity period, unless the CCT is notified in writing of anything to the contrary by the bidder. The validity of bids may be further extended by a period of not more than six months subject to mutual agreement by the parties, administrative processes and upon approval by the City Manager, unless the required extension is as a result of an appeal process or court ruling.

This validity period pertains to the tender stage. After award, the offered price will remain fixed for a further 12 months. After which the Contractor can request for a price adjustment (CPA). Tenderers are to take this into account when pricing.

Scoring and Preference Points

- **2.3.10.3.1** Points for price will be allocated in accordance with the formula set out in this clause based on the price per item / rates as set out in the **Price Schedule (Section 7).**

- Based on the sum of the prices/rates in relation to historical volumes.

- **2.3.10.3.2** 80/20: Points for preference will be allocated in accordance with the provisions of **Preference Schedule** and the table in this clause.

Scoring and Preference Points

Table B1: Awards above R30 000 and up to R50 mil (VAT inclusive)

#	Specific goals allocated points	Preference Points (80/20) *Equal/ below R50 mil*	Evidence	Additional Guidance
	Persons, or categories of persons, historically disadvantaged- (HDI) by unfair discrimination on the basis of			
1	***Gender are women (ownership)*** *>75% - 100% women ownership: 5 points* *>50% - 75% women ownership: 4 points* *>25% - 50% women ownership: 3 points* *>0% - 25% women ownership: 2 points* *0% women ownership = 0 points*	5	• Company Registration Certification	• Issued by the Companies and Intellectual Property Commission
			• Central Supplier Database report	• Report name: CSD Registration report
2	***Race are black persons (ownership)*** *>75% - 100% black ownership: 5 points* *>50% - 75% black ownership: 4 points* *>25% - 50% black ownership: 3 points* *>0% - 25% black ownership: 2 points* *0% black ownership = 0 points*	5	• B-BBEE certificate;	• South African National Accreditation System approved certificate or commissioned sworn affidavit
			• Company Registration Certification	• Issued by the Companies and Intellectual Property Commission
			• Central Supplier Database report	• Report name: CSD Registration report
3	***Disability are disabled persons (ownership)*** *WHO disability guideline* *>2% ownership: 3 points* *>0% - 2% ownership: 1.5 point* *0% ownership = 0 points*	3	• Proof of disability	• Medical certificate/ South African Revenue Services disability registration
			• Company Registration Certification	• Issued by the Companies and Intellectual Property Commission
	Reconstruction and Development Programme (RDP) as published in Government Gazette			
4	***Promotion of Micro and Small Enterprises*** *Micro with a turnover up to R20million and Small with a turnover up to R80 million as per National Small Enterprise Act, 1996 (Act No.102 of 1996* *SME partnership, sub-contracting, joint venture or consortiums*	7	• B-BBEE status level of contributor;	• Specifically in line with the respective sector codes which the company operates, • South African National Accreditation System approved certificate or commissioned sworn affidavit
			• South African owned enterprises;	• Certificate of incorporation or commissioned sworn affidavit
			• Financial Statement to determine annual turnover	• Latest financial statements (1 Year)
	Total points	20		

*Ownership: main tendering entity

F.4 Preference Points

Table 1: Specific goals for the tender and points claimed are indicated per the table below.

(Note to organs of state: Where either the 90/10 or 80/20 preference point system is applicable, corresponding points must also be indicated as such.

Note to tenderers: The tenderer must indicate how they claim points for each preference point system.)

The specific goals allocated points in terms of this tender	Number of points Allocated (80/20 system)	Number of points claimed (80/20 system)
Gender	5	
Race	5	
Disability	3	
Promotion of Micro and Small Enterprises	7	

Bidders are urged to complete this table.

C.4 Price Schedule *page 32

Item No.	Material Number	Material Description	UoM	Manufacturer / Brand of Item Offered	Product Name and Model of item tendered on	Unit Price Delivered (Excl VAT) ZAR	Tendered Delivery Period in WEEKS from date Purchase Order (Maximum of 4 weeks allowed
1	200012769	**CEMENT - TYPE: All Purpose** SPECIFIC USE: Civil and Building Construction; WEIGHT: 50kg; UNIT: Bag; STRENGTH CLASS: 42.5N; PACKAGING: Sealed Multi Layer bag; LABELLING: Description of product - Generic name and intended use, Manufacturer's credentials - Name, Address and Identity of the factory, Date of Manufacture and Batch Number, Each bag must be labelled CCT with at least a 90mm font size General Manufacturer's Guidelines, Letter of Authority number, Storage Instructions, Statement of quantity/Weight; reference to the relevant Standard; SPECIFICATIONS: Compressive Strength 40 - 50 MPa at 28 days.; STANDARDS: SABS Approved - Compliant to SANS 50197-1. Submit Product Data Sheet from manufacturer	EA				
2	200012255	**CEMENT - TYPE: Calcium Aluminate Cement/CAC;** SPECIFIC USE: Rapid hardening, high early strength and good refractoriness; UNIT: Bag; WEIGHT: 25kg; COMPRESSIVE STRENGTH: 30 - 40 MPa in 24 hours; PACKAGING: Sealed bag designed to protect against humidity; LABELLING: Description of product - Generic name and intended use, Manufacturer's Credentials - Name, Address and Identity of the factory, Date of Manufacture and Batch Number for traceability purposes. Manufacturer's Guidelines for use and Precautions. Statement of Quantity/Weight; SPECIFICATIONS: Ready Mix Calcium Aluminate powder, must not contain additives and crystalline silica; STANDARD: Manufactured to EN14647 or other equivalent Standards for **Calcium Aluminate Cement** /CAC. Submit Product Data Sheet from manufacturer	EA				
3	200008628	**CEMENT - TYPE: Cementitious blend;** SPECIFIC USE: Prevent water loss, water pipes, manholes; WEIGHT: 10kg; UNIT: Bag/Bucket; PACKAGING: Sealed Moisture Resistant; LABELLING: Description of product - Generic Name, intended use; Manufacturer's Credentials Name, Identity of the factory, Date of Manufacture/ Batch Number for traceability purposes, Manufacturer's Guidelines for the use and Precautions to be observed in its use, Statement of Quantity/Weight SPECIFICATIONS: Rapid setting component cementitious blend, single component cementitious mortar having setting time approximately within 1-3 minutes;; SHELF LIFE: 6 - 12 months; STANDARDS: Certified against ISO9001:2015 Submit Product Data Sheet from manufacturer	EA				

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C.5 Specifications *page 33

- **5.1 SPECIFICATIONS**
- Specifications are indicated in description column of the Price Schedule of this tender document.
- Tenderers are to ensure that all items offered complies with the specification as described in the Price Schedule.
- Tenderers must state the make (manufacturer's name), type, and any other requested details for all items offered in the Pricing Schedule.

- **5.2 PACKAGING AND LABELLING**
- It must be noted that the items being delivered to stores should conform to the following:
- Bags should be stacked to a maximum height of 10 bags per pallet.
- Item 1 - Each bag must be labelled CCT with at least a 90mm font size

- **5. 3 CHANGING OF BRANDS DURING THE TENURE OF THE CONTRACT**
- Once the tender has been awarded, the contractor will be obliged to deliver the brand that was indicated in the contractor's offer. The Service Provider may not change the brand names during the tenure of the contract without prior written approval from the City of Cape Town Representative. The City reserves the right to place orders with the Alternative Service Provider(s).

Contract Price Adjustment *page 65

- The rates which are stated on the Price Schedule shall be adjusted on each anniversary of the date of contract commencement (recalculation date). For the purpose of contract price adjustment, the following general provisions shall apply:
- The rates submitted will be firm for the first 12 months after commencement of the contract. No request for price increases shall be entertained.
- In year 2, the rates submitted shall be subject to adjustment. Base month (base indices) for the price adjustment shall be the month of commencement of the contract and end date (current indices) shall be 12th month of the contract. The adjustment will be applicable for the next 12 months thereafter.
- In year 3, the rates submitted shall be subject to adjustment. Base month (base indices) for the price adjustment shall be the 13th month of the contract (month of commencement of the 2nd year) and end date (current indices) shall be 24th month of the contract. The adjustment will be applicable for the next 12 months thereafter.

Contract Price Adjustment *page 65

	Indicate option	CPA Type	Period	Refer to Section
A	N/A	**FIRM PRICES** as per Pricing Schedule	Annual	*Pricing Schedule C.4 and Schedule F.1 (A)*
		LOCAL (RSA) TENDER CONTENT:		
		EITHER		
B	N/A	SEIFSA Index based CPA	Monthly / Quarterly	*Schedule F.1 (B)*
		OR		
C		Pricelist / Quotation Based CPA	Ad-Hoc	*Schedule F.1 (C)*
		OR		
D		STATS SA CPI Index Based CPA	Annually	*Schedule F.1 (D)*
		OR/AND		
E	N/A	Sectorial Determination 1:Contract Cleaning Sector	Annually	*Schedule F.1 (E)*
		OR		
E	N/A	Sectorial Determination 6: Private Security Sector	Annually	*Schedule F.1 (E)*
		IMPORTED GOODS AND / OR COMPONENTS (IF APPLICABLE		
F		ROE based CPA	Ad-Hoc	*Schedule F.1 (F)*
		AND (IF REQUIRED), EITHER		
G		Pricelist / Quotation based CPA	Ad-Hoc / Periodic	*Schedule F.1 (G)*
		OR		
H		Overseas CPI / PPI index based CPA	Ad-Hoc / Periodic	*Schedule F.1 (H)*

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

Select one method for Price adjustment

If you are a manufacturer, Price list cannot be selected.

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Thank You