

TENDER CLARIFICATION MEETING		
Operational Unit:	EGD: CSS/Revenue Management	
Date:	09 MAY 2023	
Meeting Number:	2023/01 via Skype	
Time started:	10:00	
Time adjourned:	11:20	
Present:	Name	Designation
	Manuel Davids (MD)	City of Cape Town – HEAD
	Natalie Allies (NA)	City of Cape Town – Contract Manager
	Edwin Thomas (ET)	City of Cape Town - Presenter
	Malusi Juca (MJ)	City of Cape Town - Presenter
	Sinethemba Mpata (SM)	City of Cape Town - SCM
	All Tenderers present as per list.	1. Willem Boshof – Meterwise 2. Mark Ferreira & Samantha Ferreira – Spectrum Utility Management (SUM) 3. Unathi Ndzwane – Taloc Projects (Pty) Ltd 4. Carla Gabriel – HCC Energy (Pty) Ltd 5. Oswan Arries & Lerato Khotle – Boffin & Fundi
TENDER NO.	246S/2022/23	TENDER DESCRIPTION: ELECTRICITY METER READING, DELIVERY OF WARNING NOTICES TO DISCONNECT SUPPLY, DISCONNECTION AND RECONNECTION, EFFECTIVE DISCONNECTIONS AND SPECIAL INVESTIGATIONS TO ADDRESS DATA PURIFICATION AND METER READING PROBLEMS
Agenda		
1.	Opening of Meeting & Welcome	
2.	Presentations	
3.	Q & A's	
4.	Closing	

1. OPENING OF MEETING	
	- MD opened the meeting and welcomed all present. - Each representative had to introduce themselves and indicate in the conversation bar (IM) which company they are from.
2. PRESENTATIONS	
2.1	Edwin Thomas presented on the processes and requirements of Delivering of Warning Letters & Disconnection Notices and Disconnection & Reconnection of Electricity supplies due to non-payment. - Refer to presentation. - No additional clarification questions were posed.
2.2	Malusi Juca presented on the processes and requirements of Meter Reading and use of Mobi Devices. Refer to presentation.
3. Q & A's	
	Questions raised; 2.2.1. "Can you advise on the terrain of your routes, how many rural, deep rural and urban areas?" MJ responded, Rural areas, also better known as Farms, are still in the field, however the current Contractors has not stated any difficulties in accessing those meters without the use of 4X4 vehicles. NA advised that a Map would be provided to the successful Tenderers to clearly demarcate the borders of the two Regions. MD requested that a current list be extracted to identify areas for possible meter replacement. Action for internal staff. 2.2.2 "Does the City provide training to Contractor staff?" NA advised that the City does not provide training however, details could be made available on request of City's training facilitators. - MJ notified all Tenderers that the formal Mobi Device Training would take place only once the Award has been made to the successful Tenderers.
4. CLOSING	
	MD requested all to give closing comments and meeting was adjourned.