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| Subject                       | 317S/2022/23: THE PROVISION OF TEMPORARY FENCING AT EVENTS FOR THE CAPE TOWN STADIUM (CTS)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                  |                       |
| Meeting Objective             | Tender Clarification Meeting                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                  |                       |
| Meeting Date                  | 17 April 2023                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Meeting Location | DHL Stadium Cape Town |
| Start Time                    | 12:00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                  |                       |
| Attendance Register- Attached |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                  |                       |
| Minutes of Meeting            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                  |                       |
| #                             | Discussion Points                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                  | Representative        |
| 1.                            | Introduction                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                  | BD                    |
| 1.1                           | Blake DOliveira (BD) introduced himself and the CTS team present. All attendees were requested to complete their name and company names on the attendance register.                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                  | BD                    |
| 2.                            | Presentation                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                  |                       |
| 2.1                           | BD presented slides outlining the scope of works and items to consider when completing the tender. The following points were covered:<br>1. Welcome<br>2. Attendance Register<br>3. Background<br>4. Tender Scope of Works/Specifications<br>5. Tender Evaluation Process<br>6. Supply Chain Compliance Requirements<br>7. Functionality Evaluation<br>8. Compliance to Scope of Work/Specifications<br>9. Pricing Schedule<br>10. Questions & Answers<br>11. Closure<br><br>A copy of the presentation is enclosed to the minutes for information. The below represents specific aspects discussed.                   |                  | AP & BD               |
| 2.2                           | BD highlighted the importance of SCM Compliance, Technical evaluation, functionality and pricing schedule.<br><br>Bidders were urged to ask as any questions they may have. The questions raised and answers provided will be distributed as part of the briefing session minutes.<br><br>If there are any questions which cannot be answered at the meeting, a formal response will be provided we the presentation and meeting minutes are distributed (i.e. through an official Notice to Tenderers).<br><br>Bidders must only send questions, in writing, directly to BD as the SCM representative for the tender. |                  | BD                    |
| 2.3                           | <u>ALL RELEVANT POINTS TO HIGHLIGHT IS AS PER THE PRESENTATION.</u><br><br><u>BACKGROUND:</u><br>The Cape Town Stadium owns its own temporary fencing. The purpose of the tender is to appoint a bidder to assist with the set-up and manage temporary fencing during events as and when required. The bidder will erect, maintain, move, disassemble,                                                                                                                                                                                                                                                                 |                  | AP & BD               |

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|  | <p>and remove the temporary fencing as needed for each event. The fencing will be removed from the stadium stores and put back there in the same condition.</p> <p>Expertise will be required in terms of measuring and providing feedback to the CTS On type A or Type B.</p> <p><b><u>EVALUATION PROCESS TO BE FOLLOWED:</u></b></p> <p>The evaluation process was explained to all those present. All offers will be evaluated in terms of the Conditions of Tender and the CTS SCM Policy as detailed in <b>slide 5</b> of the Presentation.</p> <p>BD highlighted that although the City of Cape Town provides administrative support to the Stadium, the tender process in in terms of the Stadium's own SCM Policy and procedures.</p> <p>BD highlighting the new evaluation on Price and Preference.</p> <p>Prior to January 2023, all bids were evaluated in terms of price and preference using the BBBEE certificate and the corresponding level. Since the implementation of the 2022 Preferential Procurement Police Framework Act Regulations however, Organs of State is now required to set its own specific preference goals for each tender.</p> <p>The goals applicable to this tender were highlighted as the following:</p> <ol style="list-style-type: none"> <li>1. Points for Race = 10 points</li> <li>2. Points for Gender = 10 points</li> </ol> <p>Bidders were advised to read through Section 5 of the Preference Schedule (i.e. Schedule 3 of the tender document) and ensure that they submit the acceptable documentation which supports their preference claims.</p> <p><b><u>SPECIFICATIONS</u></b></p> <p>All work will be done on behalf of CTS by the successful service provider.</p> <p>Allen Pietersen (AP) emphasised that the skills and resources required for this project/tender relates to services rendered for events.</p> <p>The tender is not for the manufacture or permanent installation of fencing (i.e. NOT construction services). CTS may require additional temporary fencing during the implementation of the contract in situations where more fencing is required. Bidders must therefore ensure that they have access to additional temporary fencing (and its related equipment) which is similar to CTS's own stock and can thus be used in conjunction with it.</p> <p>Images and specifications of the existing 1.8m and 2.4m fencing was highlighted.</p> <p>Bidders were made aware that they will be responsible for the storage, stocking, and securing of their own fencing.</p> <p><b><u>FUNCTIONALITY:</u></b></p> <p>The minimum qualifying score for functionality is 60 points out of a maximum of 100 points as detailed in <b>slide 7</b> of the Presentation.</p> |  |
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|                | <p>AP encouraged bidders to make sure that the contact information provided is the most up-to-date, including their email address.</p> <p>Bidders were also encourage to adhere to the format of the documentation and provide the details as requested. Where additional pages are required, bidders may attach these but it must be in a similar format.</p> <p><b><u>COMPLIANCE TO TENDER SPECIFICATIONS:</u></b></p> <p>Tenderers must demonstrate necessary experience and competence to execute the tender as defined in the tender document/ specifications.</p> <p><b><u>PRICING SCHEDULE:</u></b></p> <p>Prices must be completed according to the units in Pricing Schedule and bidder must price on all items. Failure to price on all items may result in the offer being deemed non-responsive.</p> <p>The quantities given in the pricing schedule are only estimates which will be used for the purpose of evaluation.</p> <p>BD highlighted that the pricing schedule is split between the erecting of fencing only and situations where the bidder will be required to supply any additional fencing as well as erect it. A rate must be supplied for all scenarios.</p> |  |
| <b>3.</b>      | <b>Questions And Answers</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  |
| 3.1            | No questions were raised during the briefing session                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  |
| End of Meeting |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |

Reviewed and approved by:

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**Allan Pietersen**

Senior Superintendent

Cape Town Stadium (RF) SOC LTD

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Date