



CITY OF CAPE TOWN
ISIXEKO SASEKAPA
STAD KAAPSTAD

FINANCE
SUPPLY CHAIN MANAGEMENT

SCM Office

E: SCM.Tenders12@capetown.gov.za

09 October 2025

NOTICE TO TENDERERS NO: 1

TENDER NUMBER: 60S/2025/26

TENDER DESCRIPTION: CITY-WIDE TRANSVERSAL CONTRACT FOR OPERATIONS AND MAINTENANCE OF PHOTOVOLTAIC (PV) AND/OR BATTERY ENERGY STORAGE SYSTEMS (BESS) AT MUNICIPAL FACILITIES

CLOSING DATE OF TENDER: 21 October 2025

BOX NUMBER: 184

CLARIFICATION MEETING DETAILS / PRESENTATION

Date: 2025-09-30

Time: 10:00

Venue: Teams Meeting

1 DISCUSSION POINTS

1. Background
 - Current installed base: 101 PV systems across municipal facilities; >60 of those include battery energy storage (ongoing counting).
 - Planned expansion: 21 planned sites over the next 5 years; 7 MW utility-scale solar plant in Atlantis nearing completion.
 - Tender Outcomes: Preventative maintenance, corrective maintenance, monitoring, performance testing, operations, training, original equipment manufacturer (OEM) coordination and lifecycle support (rooftop, ground-mount, carports; hybrid systems with or without BESS).
2. Evaluation & compliance requirements
 - Minimum functionality score to be responsive: 65/100.
 - Functionality requirements: each category is scored individually.
 - o Rooftop O&M experience,
 - o Ground-mount O&M experience,
 - o BESS O&M experience,
 - o Number of qualified electricians, semi-skilled personnel, general workers
 - Personnel competency requirements:
 - o Supervisor: Minimum 5 years PV/BESS O&M experience; NQF Level 4 (engineering/construction) or equivalent (SAQA for foreign qualifications).

- o Electricians: NQF Level 3 in electrical engineering; minimum 2 years PV/BESS experience.
- o Monitoring & Data Analyst: NQF Level 6 diploma or higher (data science / renewable energy / IT / applied mathematics / related).
- o Handyman / General workers: minimum experience and fitness certificates as listed.
- o Required certificates (examples): NRS 040 responsible person, low voltage live work, first aid level 1, basic firefighting, working at heights, aerial platform operator, medical fitness.
- Examples of evidence required for experience claims:
 - o Appointment letters,
 - o service level agreements,
 - o letters from site owners,
 - o O&M reports.

Tenderers must complete the standard schedules. CVs alone are strongly discouraged as they may not contain required evaluation information.

- Submission Format:

Only hard-copy tender submissions will be accepted. Tender submissions are to be delivered to the correct tender box before the deadline. Electronic submissions (e-mail) are not permitted. If collecting a hard copy, R200 is payable. Tender documents are downloadable from the tender portal free of charge.

3. Pricing, contracts & financial rules

- Pricing schedules provided:
 - a) Corrective maintenance schedule (year 1 price; CPA/CPI escalation formulas will apply to later years and
 - b) Preventative maintenance schedule (tiered by plant size / capacity ranges). CPA/CPI escalation formulas will apply to later years.
- Preferential procurement: 80/20 preference point system is applicable.
- CIDB grading: No CIDB grading is required for this tender.
- How to complete pricing: Typed entries are acceptable if the prescribed format / structure of the pricing schedule is not altered.

4. Technical / operational requirements

- Maintenance services required: Preventative and corrective maintenance for PV modules, string boxes, inverters (including thermographic inspections), distribution boards, transformers (visual & maintenance), BESS maintenance, monitoring systems and sensors, meteorological stations, signage/labels, vegetation control, cleaning, safety management, reporting. OEM recommendations take precedence over the generic schedule when OEM prescribes higher frequency.
- Spare parts: Contractor must ensure timely availability and pre-established supply agreements for critical spares (inverters & components, PV modules, battery modules/cells, thermal management parts, cables/connectors, fuses). All installed parts become employer property.
- Turnaround times: Routine maintenance turnaround should fall within seven days; emergency repairs within two working days.
- Tools & equipment: Contractors must supply required tools & equipment (list in specification).

5. Contractual protections & liabilities

- Insurance: Public liability insurance minimum cover R20 million per claim.
- Warranty: Minimum 6 months warranty on goods and services (may be extended to match OEM warranty where applicable). Warranty period commences on date of delivery.
- Penalties: 1% per day of the purchase order value, capped at 10% of the purchase order value for late / non-performance.

6. Subcontracting & scope allocation

- These items may be subcontracted: cable fault location & repairs; ground-mount structure replacement/repairs; specialised corrective maintenance; material import/backfilling for reinstatement.
- Tenderers must list subcontractors, their experience, contact details and indicate which schedule items they will perform.

7. Geographic extent

Maintenance is required across the City of Cape Town's (CoCT) footprint (both CoCT supply area and Eskom supply area). Contractors must be prepared to provide services across the entire geographic extent.

Electronic BOQ will also be attached to the portals for easy reference.

Please note it is the tenderer's responsibility to ensure that the soft copy corresponds to the original/hard copy as the evaluation will be based on the hard copy/original as the formal issued tender document

Yours faithfully,

For:

Director: Supply Chain Management

Acknowledgement of Receipt of Notice 1 for 60S/2025/26 and on Behalf of the Tenderer

TENDERER:

SIGNED ON BEHALF OF TENDERER:

DATE:.....