

MINUTES

The Chairperson welcomed all potential tenderers to the non- compulsory clarification meeting that was held at the Platteklouf Reservoir Boardroom, off Silwerboom Road, Platteklouf at 10h00.

The admin sections of the tender document were briefly discussed and highlighted areas of potential concern with regard to compliance of the submission with evidentiary proof.

The PM discussed the Specification requirements and the Price Instructions sections and moved onto the CPA section.

Queries raised:

- (i) Q: Will it be a pre-requisite to be registered on the City's database
R: No, but prior to the commencement of contract, it will be necessary.
- (ii) Q: Will the contract be awarded to one tenderer for all items:
- (iii) R: Yes, to a Main Supplier and an Alternate
- (iv) Q: is the Project Labour report applicable for the tender:
- (v) R: No but is left to the tenderer to utilise if applicable.
- (vi) Q: The potential tenderers indicated that the process for utilise the % RoE Schedule for price escalation is complex and not suitable if the purchase order (PO) is based on an as-and-when basis. The process requires that the PO be placed prior to the application of RoE. As the quantities will vary they will not easily be able to fill in the template if the quantities are not known at tender stage.
R: The suggestion to tenders are to fill in the RoE portion based on the price of 1 tonne of product.
- (vii) Q: Can the Preference points for Micro to Small Enterprises be claimed for outsourced micro enterprises and they still claim maximum points
R: Points will be based on the turnover of the tendering entity

It was agreed that the PM consider these suggestions for improvement and will finalise with SCM via an Addendum.

APPROVAL

I, the chairperson of the Clarification Specification Meeting, confirm the above minutes are correct and a true reflection of the discussions made.

SIGNATURE OF THE CHAIRPERSON: _____ DATE: _____

Roland
Moollan

Digitally signed by Roland
Moollan
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