

TERM TENDER FOR PROVISION OF PROFESSIONAL SERVICES: QUALITY ASSURANCE INSPECTION OF ELECTRICAL CABLES, SWITCHGEAR (HV & MV), ANCILLARY EQUIPMENT, POWER TRANSFORMERS, REACTORS AND DESIGN REVIEW OF POWER TRANSFORMERS AND REACTORS

TENDER CLARIFICATION MEETING

Date: 2022-04-26
Time: 11:00
Venue: Skype

1 PRESENT

Tenderers

M Going
D Epnaar
M Mhlongo
Duduzile

City of Cape Town (CCT)

J van der Merwe
MF Esau
NA Mbali

2 DISCUSSION POINTS

- 2.1 The clarification meeting was not a compulsory meeting. Furthermore, it was an opportunity to emphasize certain key aspects of the tender and clarify areas of uncertainty. It was not a comprehensive discussion of the tender document.
- 2.2 Unless a formal notice is issued by the CCT, the tender document is to be viewed as correct. Anything stated at the clarification meeting that could alter the tender document is therefore not enforced unless it is contained in a formal notice to tenderers.
- 2.3 The CCT intends to evaluate and award each Item separately.
- 2.4 Tenderers may tender for Item/s 1, 2, 3, 4, 5 or 6, or any combination hereof.
- 2.5 The tender is a rates based tender and thus tenderers to enter a rate next to each item/ sub-item. If a nil rate (i.e. "nil" or "0.00") is entered against an item, it will be considered that there is no charge for that particular sub-item.
- 2.6 The contract period shall not exceed 3 financial years. The CCT envisages that the contract would start in January 2024.

- 2.7 The tender must be completed in non-erasable black ink, by hand. Digital versions of the document may be requested from Mogammat Esau (as per e-mail address in the tender document) on condition that the proof of payment for the hard copy document is attached to the request for such documents.
- 2.8 Only the Activity Schedule (Pricing schedule) may be completed electronically. If the tenderer wishes to complete these documents electronically, the electronic copy must be an EXACT replica of the tender document.
- 2.9 Eligibility criteria as described in clause C.2.1 are essential. CVs are to be submitted with tender submissions and should clearly demonstrate that the personnel meet the requirements.
- 2.10 The Key personnel as described in clause C.2.1.4.2 on pages 6 and 7 is an Eligibility / Responsiveness Criteria and tenderers must have these staff in its permanent employment or have a signed undertaking from a sub-consultant at the close of tender. Tenderers are to complete Schedule 11 and append the CVs of all key personnel (including sub-consultants).
- 2.11 With regards to scoring of quality / functionality: The quality criteria list for this tender is detailed on pages 9 – 14. Functionality Criterion 1 and 2 are directly related to Expertise and Experience of the nominated Lead QA Inspector - Tenderers to Note; ***Projects undertaken by the company as a whole or persons other than the nominated lead quality assurance inspector will not be considered.***
- 2.12 The tenderer must have a valid Professional Indemnity (PI) insurance providing cover in an amount of not less than **R5 000 000**. Proof of insurance or confirmation from a reputable Insurance Broker that the Tenderer is eligible for the prescribed professional indemnity insurance must be submitted with the tender.
- 2.13 Time-based fees (where the unit of measurement is time based) shall be adjusted in terms of clause 3.16 (CPI) – All other rates, sums, percentage fees or prices (as applicable) tendered in the Activity Schedule shall be final and binding and shall **not** be subject to any variation throughout the period of the contract.
- 2.14 The tendered rate for travelling (flights, accommodation and car hire) shall be a percentage mark-up on the actual costs. Thus, tenderers only have to indicate the % mark-up in the Activity schedule. Reimburse for travel shall be actual cost PLUS the percentage mark-up.
- 2.15 The Lead Quality Assurance Inspector as per tender criteria, shall be a qualified technologist / engineer with at least 10 (ten) years verifiable experience in the inspections (no registration required).