

Clarification Meeting 64S/2026/27(DP9208S): Clearance, Collection, Transport and Safe Disposal/Incineration of Illegally Dumped Medical/Hazardous/Toxic Waste



Date: 23 September 2026

Time: 11:00-12:30

Venue: Microsoft Teams

CHAIRPERSON		
Name and Surname	Initials	Organisation
Nokukhanya Matha	NM	CoCT
INTERNAL ATTENDEES		
Yandiswa Lugebu	YL	CoCT

EXTERNAL ATTENDEES refer to **ANNEXURE A**

	Key Points of Discussion
1.	Opening and Welcome Ms. Nokukhanya Matha welcomed all attendees and confirmed that the clarification and noted the meeting is scheduled for an hour and a half. The meeting's purpose was to provide clarification on the tender document for the benefit of all potential bidders. Introduction: The Chairperson clarified that the meeting is not compulsory but strongly recommended for prospective bidders and it's solely for clarification purposes and not a negotiation session. The tender is intended exclusively for use within the Urban Waste Management Directorate and will not apply to other directorates. She advised that questions not addressed during the meeting could be submitted via the designated SCM email address and would be responded to before the tender closing date.
2.	Tender Administration • Tender document was displayed and confirmed was advertised on 11 September 2026. • Closing Date: 13 October 2026 at 10:00 AM. Late submissions will not be accepted under any circumstances. • Submission Box: Ensure tenders are submitted in the correct tender box as indicated in the tender document (213) Communication Protocol: • All queries and correspondence must be directed through Supply Chain Management via the official email indicated in the tender document. Email: scm.tenders30@capetown.gov.za • No direct communication with operational officials will be entertained.
3.	Procurement Procedure: The chairperson explained that: • (CCT) intends to appoint a Main Tenderer and an Alternative Tenderer. • If there are insufficient responsive bids, the CCT may appoint fewer tenderers or none. • Contract will generally be awarded to the tenderer, achieving the highest number of tender adjudication points, subject to the Conditions of Tender. • Orders will normally be allocated to the Main Tenderer. • The CCT may allocate work to an Alternative Tenderer if the Main Tenderer: ○ Refuses an instruction; ○ Cannot respond within the required timeframe; ○ Does not have sufficient operational capacity; ○ Repeatedly fails to meet contractual obligations; ○ Fails to maintain required accreditations, registrations or licenses; ○ Fails to safely collect, transport or dispose of waste as required; or ○ Is unable to ensure continuity of service delivery. • The Main Tenderer will not be entitled to claim compensation or loss of profit when work is allocated to the Alternative Tenderer. • The contract period will be 36 months from the commencement date. Compliance Channels and Process of Suppliers • It was highlighted that all objections, complaints, queries, and disputes must be submitted in accordance with the prescribed processes outlined in the tender document. • It was explained that tenderers must be registered on both the City of Cape Town (CCT) Supplier Database and the National Treasury Central Supplier Database (CSD). • Tenderers must comply upon written request, failing which no orders will be issued, and no payments will be processed. This requirement applies to all Joint Venture partners.

	It was further noted that the tender document outlines the registration process.
4	Compliance with CCT SCM Policy and Procedures: Chairperson clarified that: - Only compliant tenders will be declared responsive. - Tenderers must submit all required forms and certificates, including: - Details of Tenderer; - Authority for Partnership/Joint Venture/Consortium, where applicable; - Relevant partnership or joint venture agreement, where applicable; - Declaration of Interest – State Employees; - Conflict of Interest and Past SCM Practices Declaration; and - Certificate of Independent Bid Determination. - Tenderers must have no SCM restrictions and their SARS tax matters must be in order. - Tenderers must not have any conflict of interest or unfair advantage. - The required authorisation for deduction of amounts owed to the CCT must be submitted. - Tenderers must not have been found guilty of contravening the Competition Act 89 of 1998, as amended. - Tenderers must also comply with the other requirements listed in the CCT SCM Policy Waste Management Accreditation: Chairperson clarified that: - The appointed service providers/contractors must be accredited as Waste Management Service Providers in accordance with the City of Cape Town Integrated Waste Management By-law. - Accreditation must remain valid for the full duration of the contract. - The City of Cape Town will verify tenderers' accreditation status and may request proof where necessary. - Failure to provide proof of accreditation by the stipulated due date may result in the tender being deemed non-responsive.
5	Compliance with Occupational Health and Safety Act, 85 of 1993 - Tenderers must comply with the Occupational Health and Safety Act, Regulations and Health and Safety Specifications, including all related costs. - A Health and Safety Plan must be submitted to the CCT upon written request. Claims Arising from Submission of Tender - Tenderers must ensure they have understood the tender documents, inspected the delivery sites, considered site/access conditions, requested necessary clarifications, and received applicable tender notices. - The CCT will not be liable for additional costs or claims arising from the submission of the tender. Evidence of Tax Compliance - Tenderers must be SARS-registered and tax compliant. - A valid Tax Compliance Status (TCS) PIN must be provided and recorded on the Details of Tenderer page. - Each Consortium/Joint Venture member must submit a separate TCS PIN. - The CCT may verify tax compliance before awarding the contract. - Non-compliant bidders will have 7 working days to provide SARS proof of arrangements to settle outstanding tax obligations. - Failure to provide proof may result in the bid being rejected. - Foreign suppliers who answered “NO” to all applicable questions are not required to register with SARS for tax compliance status.
6	Technical Functionality Schedule Functionality is evaluated out of 100 points, with a minimum qualifying score of 60 points.

	• Previous Experience – 50 points: Tenderers must complete Schedule 15A and provide contactable and verifiable references for medical/hazardous waste management experience: ◦ Less than 1 year – 10 points ◦ More than 1 but less than 2 years – 20 points ◦ More than 2 but less than 4 years – 30 points ◦ More than 4 but less than 6 years – 40 points ◦ More than 6 years – 50 points • Vehicles – 50 points: Tenderers must complete Schedule 15B and provide registration certificates, license documents or acceptable proof of ownership/lawful control: ◦ Not older than 2 years – 50 points ◦ Older than 2 but not older than 5 years – 20 points ◦ Older than 5 years – 10 points ◦ Older than 7 years – 0 points • Reference documentation must include the client's name, services rendered, contract dates, client representative's contact details and confirmation of satisfactory performance. • Where submitted evidence does not substantiate the claim, the CCT may award a lower or no score. • For Joint Ventures, the tender submission must state the work to be undertaken by each party. • All required information must be submitted with the tender in the prescribed format; failure to do so may affect the functionality score and result in failure to achieve the minimum qualifying score. • Only Tenderers achieving the minimum functionality score will be declared responsive. Professional Drivers Permit (PrDP) with the certification of dangerous goods transportation and TREM Card • The Tenderer must submit the required PrDP and TREM Card for the driver of the transporting vehicle, as specified in Clause 4.1 of Schedule C.5 Specifications
7	Preference Points and Specific goals Scoring • The tender falls under the 80/20 preference point system. • The 80% of the preference points based on the rates/prices tendered and the remaining 20% will be based on the HDI (Historically Disadvantaged Individuals) or specific goals points allocation. • Therefore, both tendered rates and specific goals will contribute to the overall preference points system. • The three specific goals discussed are promotion of micro and small enterprises (8 points), enterprise supply development and socio-economic development (6 points), and skills development or employee share scheme (6 points). • Bidders must complete the relevant preference point declaration schedules and provide the required supporting information. • The tender document also contains standard schedules relating to joint ventures/consortiums, declarations, municipal account matters, deviations and qualifications, additional documents and appeals.
	Price Schedule and Pricing Chairperson clarified that: • Item 1 – Monthly Costs ◦ Operational Costs: Staff/drivers, additional staff and overtime – per month.

	○ Vehicle Costs: Maintenance and insurance, excluding kilometres travelled – per month. • Item 2 – Equipment Costs (Once-Off) ○ Spill Kit: Cost per spill kit – once-off. • Item 3 – Cost per Single Removal and Treatment of Illegally Dumped Medical/Hazardous/Toxic Waste ○ Transport Costs: Rate per kilometre – per km. ○ Treatment & Disposal: Cost per kg for waste incinerated – per kg. ○ Treatment & Disposal: Cost per kg for waste treated through Electro Thermal Deactivation (ETD) – per kg. • Bidders must provide pricing for all sub-items under each main item. Failure to price any sub-item will render the bid non-responsive for that item.
8	Specifications • Clean-up, containerisation, transport and disposal/incineration of illegally dumped medical waste within the Cape Town Metropolitan Area; anatomical waste, placentas and fetuses are excluded. • Waste may only be removed upon instruction from an authorised CCT representative. Contaminated areas must be cleaned and, where possible, hard surfaces sanitised. • Availability/Turnaround: Service must be available 24/7: ○ Small (up to 7 kg) – 1 hour ○ Medium (7–20 kg) – 3 hours ○ Large (over 20 kg) – as agreed with CCT. • Disposal must occur within CCT metropolitan; low-radioactive pharmaceutical waste must be incinerated, and waste may not be stored for more than 60 hours. • A suitable spill kit must be available, including cleaning/disinfectant materials, colour-coded containers, PPE, biohazard tape, camera, sample bags, emergency lighting and reporting materials. Compliance and Penalisation • Vehicles must comply with applicable SANS standards and legislation, be approved by CCT, and drivers must have a PrDP and TREM Card. Medical waste must not share the staff-transport space. • Staff must be trained, provided with required PPE, and covered by appropriate insurance. • Compliance with all applicable national/provincial legislation, CCT By-laws and policies are required. • No subcontracting is allowed for medical waste transport, and tender prices must include all costs required to provide the full service. • Each invoice must include a Certificate of Safe Disposal and Medical Waste Collection and Treatment document. Incidents must be recorded and photographed, and offender information provided where available. • CCT may conduct unannounced compliance audits at the Contractor's premises. • Non-compliance not rectified within 5 hours may attract a 10% penalty on the monthly invoice; continued non-compliance may lead to termination. • Submit the required PrDP/TREM Card, ensure compliant vehicles, and provide Hazardous Waste Transporter registration and IPWIS certificate/number. Failure to comply may result in contract cancellation.
9	Performance Security • Not Applicable Warranty • Not Applicable

	Payment: • Will be made once a valid purchase order is issued. • CCT will follow its standard payment turnaround times for invoices. • Payment is only for service actually delivered according to the specifications. Penalties: • Late delivery or non-compliance may result in contractual penalties. • Non-compliance not rectified within 5 hours may attract a 10% penalty on the monthly invoice. • Continued or repeated non-compliance may result in warnings, penalties, use of the Alternative Tenderer, suspension of work, or contract termination. • The CCT may monitor performance throughout the contract. • Financial penalties may also apply for breaches of conditions on which preference points were awarded.
10	Meeting Closure: The meeting adjourned at 12:35 The Chairperson closed the meeting and assured attendees that the minutes would be circulated via SCM notices. This will be well in advance of the bid submission closure date of 13 October 2026. Any further queries from tenderers should be directed via the correspondence e-mail indicated within the tender document: scm.tenders30@capetown.gov.za