
**MINUTES OF A NON-COMPULSORY VIRTUAL CLARIFICATION MEETING AS HELD ON
THE 18 MAY 2023 @ 12:00
NOTICE 91 OF 2023**

GIS PLANNING SYSTEM IN KOUGA LOCAL MUNICIPALITY FOR A PERIOD OF 3 YEARS

1. WELCOMING

Mr. L. Landu welcomed all at the virtual clarification meeting and introduced Kouga Municipal Officials

Supply Chain Management represented by:

Mr. L. Landu

Mrs. N. Malgas

Ms. A. Gorden

Corporate and Digital Services (ICT Section) presented by:

Mr. M. Goduka

Planning Development and Tourism presented by:

Mr. C. Grootboom

2. ATTENDANCE

All prospective bidders who have expressed interest in the above tender, and who have registered for this tender before 11:30am on 18 May 2023, their names were added on the official attendance list, and will be included in the circulation list of all correspondence for this tender. Any RSVP or show of interest, received after 11:30am on the 18 May 2023 would not be responded to. Prospective bidders would be expected to use the direct link as explained in the advert and tender document on KLM website and other media platforms.

3. TENDER PROCEDURE:

- 3.1 The tender closes on 12 June 2023, at 12:00 the afternoon. **No late submissions will be accepted.**
- 3.2 **An electronic copy of the completed tender document with returnable documents must be submitted with tender submission saved in a flash drive or CD. Failure to submit AN ORIGINAL HARD COPY AND A COPY ON EITHER USB or CD will deem the bid non-responsive.**

- 3.3** The deadline for questions from prospective bidders will be the 30 May 2023, by close of business. All queries must be sent to tenders@kouga.gov.za and copied to mgoduka@kouga.gov.za.
- 3.4** Consolidated responses to all questions will be circulated on the 31 May 2023 before close of business.
- 3.5** Service providers are requested to carefully study the bidding documents, specification and special conditions as detailed in the tender document.
- 3.6** All service providers must ensure that they are registered on the municipal supplier database and National Treasury Centralised Supplier Database. An email can be sent to the Supply Chain Office (tenders@kouga.gov.za) to check if you are registered.
- 3.7** Service providers are advised to do a quality check on their tender submission before depositing the tender document.

4. PRESENTATION OF THE SCOPE OF WORK

The SCM Manager went through the compliance, specific goals, the scope of works and minimum requirements. The Project Manager went through the special conditions and the scope of works. Each bidder was asked to pose any question they might have.

QUESTIONS AND ANSWERS

QUESTION 1: Does KLM recognise international bidders?

ANSWER: Yes, all bidders around the world can bid for this tender.

QUESTION 2: Does KLM recognise the experience outside South Africa?

ANSWER: No, the municipality needs a local reference in terms of the experience, so that it will be possible to do the South Africa Local Municipality compliance and reference checks in terms of governance and functionality.

QUESTION 3: Does KLM have preference on the failover technology?

ANSWER: No, KLM has no preference in that respect. Please provide a working solution and the SLA will be built accordingly and failure to meet the expectations, then penalties will be applied accordingly.

QUESTION 4: What is the total budget and the cost of the project?



KOUGA

local municipality

Good Governance through Service Excellence

Cape St Francis
Hankey
Humansdorp
Jeffreys Bay
Loerie
Oyster Bay
Patensie
St Francis Bay
Thornhill

Postal: PO Box 21, Jeffreys Bay, 6330
Tel: 042 200 2200 / 042 200 8300
Fax: 042 200 8606
Email: registry@kouga.gov.za
Website: www.kouga.gov.za

ANSWER: The municipality has no set budget for the project, but the rollout plan will depend on the preferred bid and cost. KLM intends to rollout the project within the 3-year period. From July 2023.

QUESTION 5: Will KLM provide specifications for the bidders to reference in their response?

ANSWER: No specification will be provided. Instead, the matter will be resolved by the expectation of live presentation expected from the shortlisted bidders. The process is explained on Addendum 1 attached.

It was agreed that the minutes will be circulated and if there are any questions it may be sent to tenders@kouga.gov.za and copied to mgoduka@kouga.gov.za. Calls can also be made to the municipality on 042 200 2200.

Meeting was adjourned at 12:53

MBUYISELO GODUKA
PROJECT MANAGER

LUNDI LANDU
SUPPLY CHAIN MANAGER