

Questions and Answers

BID NUMBER: CCMA/2022/11 - FAC

DESCRIPTION: APPOINTMENT OF A SERVICE PROVIDER TO PROVIDE SIXTEEN (16) POOL VEHICLES AND MAINTENANCE MANAGEMENT SERVICES FOR A PERIOD OF SIXTY (60) MONTHS

1. **Question:**

Kindly provide clarity on the following for the above tender:

Must tracking devices include Stolen Vehicle Recovery Driver Identification Tags

Answer: Yes

2. **Question:**

Must bidders include the following VAP's:

- Accident Management
- Fuel Management

Answer:

Yes, as per the specifications

3. **Question:**

Page 19, 2.3, 2nd bullet point "courtesy vehicle in the event of the lease vehicle not being operational due to mechanical fault". At what period (hours) must the FML vehicle be out of commission before a Courtesy vehicle is provided to the CCMA

Answer:

One (1) working day



4. **Question:**

Will CCMA be providing bidders with a clean copy of the tender document without the tender number across all pages or must bidders submit using that document with the tender number across the pages.

Answer:

It is advised for the bidders to use the tender documents provided as the tender number across all pages is a watermark that the documents were provided by CCMA.

5. **Question:**

Must the pricing be linked of Fixed (to Interest rate and CPI) over the contract period.

Answer:

Pricing is fixed however, the CPI increases will be covered by the SLA

6. **Question:**

6 tyres, does this include the first 4?

Answer:

Six (6) excluding the four that it comes with

7. **Question:**

P19 2.3 -Mechanical problems, how long before we need to supply a replacement?

Answer:

Same answer as on question 3

8. **Question:**

Will there be specific drivers, if not how to redirect traffic fines?

Answer:

All traffic fines will be sent to Facilities at Head Office. Facilities will initiate our internal process for payment of fines.

9. **Question:**

Reference is made to special conditions – will we get a copy of that?

Answer:

The special conditions are attached to the bid documents, your is to initial every page and send back together with the bid response documents



10. **Question:**

Excess km's, charged monthly or end of the term?

Answer:

Excess will be settled at the end of contract. Make provision that cars can be swopped between regions to balance km.

Please clearly state on the pricing schedule what the per kilometre charge is,

11. **Question:**

Pricing, year 1, is that the total cost for one year?

Answer:

Please complete the pricing schedule as per the pricing schedule provided. There is a year one to year 5 pricing required and the pricing per category is also required.

12. **Question:**

P27 - SBD 3.3 refer to professional services – do we complete that?

Answer:

Yes, complete on what is required on SBD 3.3, complete the price schedule and if there's more elaboration as in breakdowns etc you do the quotes on you companies letter head but please ensure that the total on all the documentations are similar.

13. **Question:**

Vehicle preference on the executive car/ sedan?

Answer:

As per the briefing session, we cannot sate makes and models. As long as the make and model meet the specification provide, you will be covered.

14. **Question:**

Page 19 2.4 Vehicles management Services – do we elaborate or expand on the list of services individually?

Answer:

Please refer to the specifications the evaluation section, we have list the eight (8) minimum requirements.



15. Question:
Kindly clarify the following (From page 11 to 13)

- (a) Company experience and track record

Answer

- (b) Motor vehicle track record

Answer

- (c) Fleet management track record

Answer

- (d) These seem to be asking for the same thing. The reference letters would include all these services from one client

Answer:

- (e) under Functionality > the allocated points add up to 140 not 100 as indicate on page 13

Answer:

the points allocated count to 100 – the reference points on 2.1 are subdivided to be 20 for 2.1 and 20 for 2.2 totalling the overall 40points as appearing on the **Company Experience and track record (Refence Letters)** category column.

16. Question:

- (a) Must we include Decals / Branding on the exterior of the vehicles.

Answer

- (b) confirm that the closing date for questions is on a Saturday

Answer

Yes, the closing date for question was confirmed as Saturday 3rd June 2023

Question:

- (c) reference letter formats to be sent timeously

Answer

Yes, and they were timeously sent and attached to the same email as the certificate of attendance



(17) Question:

Kindly provide clarity on the following for the above tender:
Regarding “2.7 Nine (9) Double Cab Bakkies 4X2 (Entry Level) - Interior and Exterior specification Requirements” - “• Lockable Canopy” – please advise on the required specifications for this canopy?

Answer:

(18) Question:

As per the e-mail sent through with the Briefing session Certificate:
➤ must it be completed by all attendees from our company present on the day.

Answer:

(b) Question:

It must be signed by only 1 person that attended the compulsory briefing session and assigned to sign the bid documents.

Answer:

(d) Question:

must the completed and signed certificate be submitted with the tender submission or before submission.

Answer:

It must be submitted with the tender submission.