

CONTRACT JWOPS069/22
**REPAIR AND MAINTENANCE OF BULK WATER FLOW METERS ON AS AND WHEN
REQUIRED BASIS FOR A PERIOD OF THIRTY-SIX MONTH**
TENDER NON-COMPULSORY BRIEFING MEETING - MINUTES

<u>CONTRACT NUMBER:</u>	JWOPS069/22
<u>CONTRACT TITLE:</u>	REPAIR AND MAINTENANCE OF BULK WATER FLOW METERS ON AS AND WHEN REQUIRED BASIS FOR A PERIOD OF THIRTY SIX MONTH
<u>DATE OF MEETING:</u>	9 November 2022
<u>TIME OF MEETING:</u>	12:00
<u>VENUE FOR MEETING:</u>	Microsoft teams virtual meeting

1. WELCOME

Mr Tshilidzi Takalani welcomed everyone who attended the meeting and introduced JW personnel

Mr Tshilidzi Takalani indicated that this is an open tender and the meeting is none compulsory, all service providers are allowed to tender.

2. PRESENT

None Compulsory Briefing Meeting

Various Bidders (Teams)

Tshilidzi Takalani (Supply Chain)

Nosipho Mokoena (Operations)

3. CONTACT PERSONS

Contact Persons for this project are:

Nosipho Mokoena

nosipho.mokoena@jwater.co.za

Tshilidzi Takalani

tshilidzi.takalani@jwater.co.za or

Nthabiseng.more@jwater.co.za

4. SUPPLY CHAIN MANAGEMENT PRESENTATION

Tender Document is available on website for download at No-Cost

Bidders can make use of the check list on page 5, as a guidance in completing all forms required. All the forms must be fully completed and signed

The 80/20-point scoring system will be applicable to this tender. 80 points will be allocated to Price and the remaining 20 points will be allocated for B-BBEE and Preferential Procurement

The tender document must be filled in using non-erasable black ink and submitted on the official forms provided.

Tender Documents may also be completed electronically without altering or tampering with any of the terms, conditions, specifications in the tender document.

Make sure that your pricing schedule is fully complete and signed and also do complete and fill in the MBD forms required for this tender.

Should tenderers opt to re-type the pricing schedule, no line items should be omitted as per the tender document.

The use of correction fluid to correct mistakes is not allowed. Any mistakes must be struck-off and corrected with black ink and signed / authenticate by tenderer on your alterations, especially when completing pricing schedule.

B-BBEE POINTS- points will only be allocated upon submission of a certified valid B-BBEE certificate. Failure to submit a certified valid B-BBEE certificate will result in no points being allocated for Preferential Procurement.

Tenderers are advised to register on Central Supplier Database (CSD) and ensure that they are tax compliant prior submitting their tenders, mandatory requirement.

Tenderers therefore need to ensure that the tender document is submitted in its entirety and should also be bound and submit the document same sequence and no pages or parts missing.

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Tenderers are required to submit one original hard copy plus a soft copy in USB, NOT CDs. The USB should be marked with company name and enclosed with your document.

Individual tender documents should be sealed, marked with the correct tender number and closing date, must be deposited in the tender box situated at entrance to No 65 Ntemi Piliso Street, Newtown at Turbine Hall for attention of Supply Chain Management Unit, on or before the closing time and date as indicated in the advertisement.

Tenderers should not give tender documents or submission to Johannesburg Water Officials or Security Personnel as Johannesburg Water will not take any responsibility for a late or missing tender document. All tender documents should be deposited in the tender box.

Bid documents submitted via courier will be acceptable provided the bidder instructs such courier company to deposit the document in the tender box.

It is the responsibility of the bidder to ensure that the bid document is submitted, sealed, and placed in the bid box in time not to miss the deadline of closing time 10:30.

Constantly check and familiarise yourself with our website for any information might be provided regarding this tender from now until closing date.

Tenderers are requested to submit supporting documentation in a separate file as opposed to attaching them in the tender document. Supporting documents attached to the tender document makes the document very untidy and difficult to evaluate as some pages with required information are stapled together. In most cases this also contributes to some pages of the tender document being loose.

Supporting documents

- Valid Tax Compliance Status Pin for Tender
- Copy of valid B-BBEE or Affidavit (Sworn affidavit must be original).
- Latest / current municipal statement of account for both Director and Company, not older than 3 months or a Valid lease Agreement.

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- Tenderers who wish to tender as a Joint Venture (JV) need to include the JV agreement in their tender submissions and a consolidated B-BEE certificate for the JV

Tender will be valid for 90 days after closing date.

Bidders will be allowed to email through clarity seeking questions, but must give us time to respond, no questions will be attended to a week (7 days) before the closing date.

All returnable documents should be bound in a separate folder and enclosed with the completed tender document in a sealed envelope.

5. SCOPE OF WORK

The contract involves the Repair and Maintenance of Bulk Flow Meters for Johannesburg Water (SOC) Ltd where the Contractor will be required to repair, maintain and replace (install) existing bulk flow electronic and mechanical water meters, associated components and meter enclosures, on an as-and-when required basis.

6. EVALUATION CRITERIA

The tenderers will be evaluated on tenderer's experience, qualification of Key Personnel (1x Metering Engineer and 2x Metering Technicians) and experience of Key Personnel (1x Metering Engineer and 2x Metering Technicians).

7. PRICING SCHEDULE

The tenderers will be required to provide rates for year 1, year 2 and year 3, provide the total for year 1 to year 3, as well as the sub-total for all items as outlined on the pricing schedule. Furthermore, tenderers are required to complete the summary of totals.

8. SPECIAL CONDITIONS

It was emphasised that the tenderers are to ensure that they thoroughly go through the special conditions of the tender, as they would be the terms and conditions of the contract upon award.

9. TENDER DATES

Tender Closing: **10:30 on 8 December 2022**. No late submissions will be accepted under any circumstances. Tender documents must be submitted in sealed envelopes, clearly marked with the reference number **JW OPS 069/22**, and must be deposited in the tender box. Under no circumstances must the tender document be given to JW employee.

10. QUESTIONS AND ANSWERS

QUESTION 1: Does the tender have CIDB Grading?

ANSWER 1: No, the tender does not have a CIDB grading.

QUESTION 2: What are the rates per hour for technician, how are bidders required to price for technicians, must they estimate hours for 12 months or just provide an hourly rate?

ANSWER 2: The tender must provide an hourly rate for each year for their technician.

CLOSURE

Mr Tshilidzi Takalani thanked all who attended the briefing, and the meeting was closed.