

CONTRACT JW CHR 008/22  
APPOINTMENT OF A PANEL OF SKILLS DEVELOPMENT PROVIDERS (SDP'S) FOR THE  
PROVISION OF TRAINING INTERVENTIONS TO JW EMPLOYEES ON AS AND WHEN REQUIRED  
BASIS FOR A PERIOD OF 36 THIRTY-SIX MONTHS  
TENDER BRIEFING - MINUTES

<b><u>CONTRACT NUMBER:</u></b>	JW CHR008/22
<b><u>CONTRACT TITLE:</u></b>	APPOINTMENT OF A PANEL OF SKILLS DEVELOPMENT PROVIDERS (SDP'S) FOR THE PROVISION OF TRAINING INTERVENTIONS TO JW EMPLOYEES ON AS AND WHEN REQUIRED BASIS FOR A PERIOD OF 36 THIRTY-SIX MONTHS
<b><u>DEPARTMENT:</u></b>	INFORMATION TECHNOLOGY
<b><u>DATE OF MEETING:</u></b>	20 January 2023
<b><u>TIME OF MEETING:</u></b>	11h00
<b><u>VENUE FOR MEETING:</u></b>	Virtual Meeting

**1. WELCOME**

Ms. **Nthabiseng More** welcomed everyone who attended the meeting and introduced JW personnel.

Ms. **Nthabiseng More** indicated that this is an open tender and the meeting is non-compulsory, bidders who did not attend the meeting will also be considered for this tender.

**2. CONTACT PERSONS**

Samukele Dube

[samukele.dube@jwater.co.za](mailto:samukele.dube@jwater.co.za)

Ms. Nthabiseng More

[nthabiseng.more@jwater.co.za](mailto:nthabiseng.more@jwater.co.za)

**3. SUPPLY CHAIN MANAGEMENT PRESENTATION**

- Tender documents are available on the Johannesburg Water website at no cost and on etender portal.
- All the forms must be fully completed and signed.
- Tenderers are required to submit one original hard copy plus a soft copy in the a USB.
- The 80/20point scoring system will be applicable to this tender. 80 points will be allocated to Price and the remaining 20 points will be allocated for BBBEE and Preferential Procurement
- Make sure that your pricing schedule is fully complete and signed. Incomplete pricing information will result in the tender offer being declared non-responsive.
- Should tenderers opt to re-type the pricing schedule, no line items should be omitted as per the tender document.
- The tender document must be filled in using black ink. Any mistakes must be struck-off and corrected with black ink and signed by tenderer, especially when completing pricing schedule

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- BBEE POINTS- points will only be allocated upon submission of a certified valid BBEE certificate. Failure to submit a certified valid BBEE certificate will result in no points being allocated for Preferential Procurement.
- Tender will be valid for 90 days after closing date.
- Tenderers are advised to register on Central Supplier Database (CSD) and ensure that they are tax compliant prior submitting their tenders. Non-compliant will result in disqualification.
- 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.
- Tenderers who wish to tender as a JV need to include the JV agreement in their tender submissions.
- Tenderers are advised to use the checklist on page 5 as guidance.
- No bids will be considered from persons in the service of the state.

**Supporting documents**

- Valid Tax Compliance Status Pin (Tax certificate) for Tenders
- copy of BBEE certificate or Affidavit (**Commissioner of Oath Stamp on the certificate or affidavit must be original**).
- Latest / current municipal rates and taxes statement (**municipal statement must not be in arrears in 3 months**) or a valid lease agreement.

**All returnable documents are to bind in a separate folder and enclosed with the completed tender document in a sealed envelope.**

**4. TECHNICAL SPECIFICATION PRESENTED BY Ms Samukele Dube**

**SCOPE OF WORK**

Item	Trg Category	Trg Intervention Name	Accreditation Number	Est Number	Est Price
1	<b>Full Qualifications</b>				
ii	<b>Occupational Qualifications</b>	Water Reticulation Practitioner	Qual ID 102581	30	R1 500 000
iii	<b>Recognition of Prior Learning</b>	Water Reticulation Practitioner	Qual ID 102581	30	R1 400 000

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Estimated Cost					<b>R2 900 000</b>
<b>2</b>	<b>Accredited Skills Programmes</b>				
<b>2.a</b>	<b>Technical Training</b>				
		Lay pipes for water and wastewater reticulation systems (Testing of a Water Reticulation System)	US ID 254070:	90	R135 000
		Maintain Valves (PRV & Valves - Install & Maintain)	US ID 253439:	45	R67 500
		Demonstrate Knowledge of Backfilling and Compaction (Backfilling and Compaction)	US ID 254059:	150	R225 000
		Demonstrate knowledge of and apply basic concrete construction practice (Concrete Work - Mixing & Handling)	US ID 116562:	45	R67 500
		Operate Mechanical, Electrical and Pneumatic Tools and Equipment	US ID 254060:	150	R225 000
		Connect Customer to Water Reticulation System	US ID 254067:	45	R67 500
		Operate and Maintain Water Reticulation System	US ID 12340:	150	R225 000
		Demonstrate knowledge of the characteristics of water flow (Measure Water Flow)	US ID 254121:	45	R67 500
		(Plumbing) Pressure Management in Water Distribution Systems	Qual ID 91782	90	R135 000
		(Plumbing) Repair Leaks	Qual ID 91782	150	R225 000
		Pipe Fitting	Qual ID 99255	150	R225 000
		(Plumbing) Plug Sewer Lines	Qual ID 91782	150	R225 000
		(Plumbing) HDPE Pipes (Installation & Maintenance)	Qual ID 91782	45	R67 500
Estimated Cost					<b>R1 957 500</b>
<b>2. b</b>	<b>OHS &amp; Compliance Training</b>				
		Legal Liability	US ID 259604 or 117390	60	R39 000

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		House Keeping: (Comply with good housekeeping practices)	US ID 117416	150	R97 500
		Risk Management Training Apply Principles of Risk Management	US ID 120303	60	R39 000
		Apply principles of risk management to manage and report risk situations	US ID 119349	60	R39 000
		Scaffolding - Erection (Erect, use and dismantle access scaffolding)	US ID 263245	30	R19 500
		Scaffolding – Inspection (Inspect access scaffolding)	US ID 263205	30	R19 500
		Overhead Crane	US ID 116231	30	R19 500
		Crane Truck	US ID 242978	30	R19 500
		Front End Loader	US ID 262747	30	R19 500
		Skid Steer (Bobcat)	US ID 262712	30	R19 500
		Tractor Lawnmower (Mow lawns in landscaped areas)	US ID 119697	30	R19 500
		TLB (Tractor Loader backhoe)	US ID 257028	30	R19 500
		Forklift (Operate Counter-Balanced lift truck)	US ID 242974	30	R19 500
		Confined Spaces: <ul style="list-style-type: none"> <li>• Work in confined spaces on construction sites</li> <li>• Enter, work in, and exit a confined space in the water industry</li> </ul>	US ID 15034  US ID 254064	300	R195 000
		Rigging and Slings (Sling and communicate during crane operations)	US ID 253638	30	R19 500
		Basic Disaster Management (Explain emergency preparedness and response procedures)	US ID 259597	30	R19 500
		HIRA (Conduct a continuous risk assessment in a	US ID 120330	300	R195 000

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		workplace)			
		(Incident Investigation) Conduct an investigation into workplace safety, health and environmental incidents	US ID 259617	30	R19 500
		SHE Rep (Describe the functions of the workplace health and safety representative)	US ID 259622	30	R19 500
		Apply Environmental Management tools to assess impacts	US 119554	300	R450 000
		Take Action to Address Impact on Environment	US 119556	300	R450 000
		Perform Basic Fire Fighting	US 12484	180	R270 000
		Perform Basic First Aid	US 12483	180	R270 000
Estimated Cost					<b>R1 440 000</b>
<b>2.c Generic Training</b>					
		Accommodate audience and context needs in oral/signed communication	US ID 119472	30	R60 000
		Communicate at work	US ID 1264	200	R220 000
		Present information in report format	US ID 110023	30	R60 000
		Technical Report Writing	US ID 116389	30	R90 000
		Present information in a public setting	US ID 13925	30	R60 000
		Manage time productively	US ID 114589	200	R200 000
		Interpret and manage conflicts within the workplace	US ID 114226	300	R300 000
		Coach a team member in order to enhance individual performance in work environment	USD ID 113909	80	R190 000
		Demonstrate the understanding of professional values and ethics	US 8684	300	600 000
		Apply the principles of ethics in a municipal environment	US 116363	300	600 000
		Conduct performance management in a	US116341	300	600 000

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		municipal environment			
		Apply the concept and principles of knowledge management to leadership	US 120392	45	180 000
Estimated Cost					<b>R3 160 000</b>
<b>2.d Computer Training</b>					
	<b>End User Computing or International Computer Driving License (ICDL) All Applications</b>	Module 1. Introduction to Computers	US ID 61591 or ICDL Certification	100	R500 000
		Module 2. Microsoft Word	US ID 61591 or ICDL Certification		
		Module 3. Microsoft Excel	US ID 61591 or ICDL Certification		
		Module 4. Microsoft PowerPoint	US ID 61591 or ICDL Certification		
		Module 5. Microsoft Access	US ID 61591 or ICDL Certification		
		Module 6. Outlook and Internet	US ID 61591 or ICDL Certification		
		Module 7. Effective Writing	US ID 61591 or ICDL Certification		
		Module 8. Report writing	US ID 61591 or ICDL Certification		
		Module 9. Communication	US ID 61591 or ICDL Certification		
		Module 10. Managing Teams	US ID 61591 or ICDL Certification		
		Use GUI- based word processor to format documents	US ID 117924		
		Use electronic mail to	US ID 116945		

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		send or receive messages			
		Use a GUI-based to create merged documents	US ID 116942		
		Use a GUI-Based presentation application to enhance presentation appearance	US ID 116930		
		Use a GUI-based spreadsheet application to solve a given problem	US ID 116940		
		Use a GUI -based word processor to enhance documents through the use of tables & columns	US ID 119079		
		Operate a personal Computer System	US ID 116932		
Estimated Costing					<b>R1 800 000</b>
<b>2.e Security Training</b>					
		Write security reports and take statements	US ID 11508	20	R30 000
		Describe how to manage reactions arising from a traumatic event	ID 244578	20	R30 000
		Operate a radio transceiver	US ID 230052	20	R30 000
		Conduct a security patrol in an area of responsibility	US ID 244177	20	R30 000
		Conduct access and egress control	US ID 244189	20	R30 000
Estimated Costing					<b>R150 000</b>
<b>2.f Supervisory Training</b>					
	<b>Supervisory Skills</b>	Supervise work unit to achieve work unit objectives (individuals and teams)	US ID 10981	45	R200 000
Estimated Costing					<b>R200 000</b>
<b>TOTAL ESTIMATED COST OVER 36 MONTHS</b>					<b>R11 607 500 000</b>

## 5. TENDER DATES

Tender Closing: **10:30 on 13 February 2023**. No late submissions will be accepted under any circumstances. Tender documents must be submitted in sealed envelopes, clearly marked with the reference number **JWCHR008/22** and they must be deposited in the tender box. Under no circumstances must the tender document be given to JW employee.

## 6. QUESTIONS AND ANSWERS

**Question 1:** The tender document has got no pricing schedule

**Answer 1:** Pricing is not required at this stage as it is a panel. Appointed bidders will be required to submit quotations each time there is a need.

**QUESTION 2:** Will Johannesburg Water provide venue for trainings?

**ANSWER 2:** Yes, JW will provide venue for trainings, but for practicals the service provider might be required to use their own venue.

**QUESTION 3:** Do we need to have a more detailed project plan?

**ANSWER 3:** No, don't need it because the tender is on "as and when required" basis, if there is a need to provide one, service providers will be informed.

**QUESTION 4:** The scope of work and description has got typing errors, on the unit standard numbers, how do we correct those numbers in error when we bidding?

**ANSWER 4:** Please send us email indicating the errors you had identified. JW will reply with an email or issue an addendum.

## CLOSURE

**Ms Nthabiseng More** thanked all who attended the briefing, and the meeting was adjourned.