

CONTRACT JW IT 007/22
PROVISION OF APPLICATION SUPPORT FOR JOHANNESBURG WATER'S SAP ERP
APPLICATIONS AND SYSTEMS FOR A PERIOD OF THIRTY-SIX MONTHS
TENDER BRIEFING - MINUTES

<u>CONTRACT NUMBER:</u>	JW IT 007/22
<u>CONTRACT TITLE:</u>	PROVISION OF APPLICATION SUPPORT FOR JOHANNESBURG WATER'S SAP ERP APPLICATIONS AND SYSTEMS FOR A PERIOD OF THIRTY-SIX MONTHS
<u>DEPARTMENT:</u>	INFORMATION TECHNOLOGY
<u>DATE OF MEETING:</u>	22 NOVEMBER 2022
<u>TIME OF MEETING:</u>	11h00
<u>VENUE FOR MEETING:</u>	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

Mr Kgomapholo Sibiya

Ms. Nthabiseng More

Email: kgomapholo.sibiya@jwater.co.za

Email: Gcina.ndela@jwater.co.za or

Nthabiseng.more@jwater.co.za

Telephone number: 011 688 6687

Telephone number: 011 688 1796

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

- BBBEE POINTS- points will only be allocated upon submission of a certified valid BBBEE certificate. Failure to submit a certified valid BBBEE 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 check-list 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
- Certified copy of BBBEE 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**) or a valid lease agreement.
- Authority to sign (Resolution) must be submitted with the tender.

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 Mr Kgomapholo Sibiya

SCOPE OF WORK

Johannesburg Water through this tender seeks responses from interested parties to provide application support for its SAP ERP applications and systems for a period of 36 months.

The scope of work comprises support for the SAP applications including the server operating systems, databases, system interfaces, professional services, and service agreement performance management. Johannesburg Water operates SAP ECC 6.0 with EHP 7 including the following modules and components across its SAP landscape:

SAP Core Modules

Finance and Controlling (FI and CO)
Materials Management (MM)
Project Systems (PS)
Portfolio and Project Management (PPM)
Plant Maintenance (PM)
Sales and Distribution (SD)
Fixed Assets Management (AM)
Workflow (WK)

Other SAP Modules

BASIS
ABAP4 (programming language)
SAP Document Management System (DMS)
SAP Solution Manager
SAP ESS/MSS Portal
Process Integration (PI)
Business Objects (report writer and engine)
SAP Authorisations
SAP Fiori

Work package #1 – SAP Fiori implementation

Other Systems

Oracle Virtual Machines, Oracle databases and Oracle Solaris operating systems

System Interfaces

Support for interfaces between SAP and other applications, i.e. IMQS, the City of Johannesburg's
SAP CRM and IS-U systems, Johannesburg Roads Agency (JRA).

Service Agreement Performance and Contract Management

Service agreement, and contract and resource management. The service provider will need to sign a Service Level Agreement once appointed.

5. TENDER DATES

Tender Closing: **10:30 on 22 November 2022**. No late submissions will be accepted under any circumstances. Tender documents must be submitted in sealed envelopes, clearly marked with the reference number **JWIT007/22** 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: The number of hours monthly for SAP Business Objects does not correspond with number of hours annually.

Answer: We might issue an addendum.

CLOSURE

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