

CONTRACT JW OPS 038/19 R
LEASE FOR NORTHERN FARMS FOR A PERIOD OF THREE (3) YEARS
TENDER BRIEFING - MINUTES

<u>CONTRACT NUMBER:</u>	JW OPS 038/19 R
<u>CONTRACT TITLE:</u>	LEASE FOR NORTHERN FARMS FOR A PERIOD OF THREE (3) YEARS
<u>DEPARTMENT:</u>	OPERATIONS
<u>DATE OF MEETING:</u>	19 JANUARY 2023
<u>TIME OF MEETING:</u>	12:00
<u>VENUE FOR MEETING:</u>	NORTHERN FARM, CO ORDINATES: - 25,927241; 27,965975
<u>CLOSING DATE:</u>	3 FEBRUARY 2023

1. WELCOME

Ms Gcina Ndela welcomed everyone who attended the meeting and introduced JW personnel.

2. CONTACT PERSONS

Mr Clifford Mpofu

Email: clifford.mpofu@jwater.co.za

Telephone number: 011 688 1547

Ms. Gcina Ndela

Email: gcina.ndela@jwater.co.za

Telephonenumber:011-688 1796

3. SUPPLY CHAIN MANAGEMENT PRESENTATION

- Ms. **Gcina Ndela** indicated that this is an open tender and the meeting is COMPULSORY, bidders who did not attend the meeting will NOT be considered for this tender.
- Tender documents are available in PDF format at no cost on Johannesburg Water website (www.johannesburgwater.co.za) and on eTender. However, such submissions must comply with requirements as described therein.
- Tender documents need to be bound and contain all pages. Tenderers therefor need to ensure that the tender document is submitted in its entirety with no pages or parts missing.
- The tender document must be completed in full and all the forms must be fully completed and signed accordingly. Tenderers must refer to check-list in page 5 in the tender document for guidance.

- The tender document must be filled in using black ink. Any mistakes must be struck-off and corrected with black ink and signed (authenticated) by the tenderer, especially when completing pricing schedule.
- Tender documents may be completed electronically without altering or tampering with any of the terms, conditions, specifications etc. in the tender documents.
- The use of correction fluid (i.e Tipp-ex) to correct mistakes is not allowed
- Tender will be valid for 90 days after closing date.
- Tenderers are required to submit one original hard copy plus a soft copy in a USB.
- Tenderers must be registered on Central Supplier Database (CSD) and provide registration MAAA**** number on the cover page of the tender document. Tenderers must ensure that they are always tax compliant on CSD.
- The 80/ 20 points 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
- BBBEE POINTS- points will only be allocated upon submission of a valid BBBEE certificate.
- Tenderers tendering as JV must submit a JV agreement. Each party must submit it's own CSD number.
- Make sure that your pricing schedule is fully complete and signed. Incomplete pricing information will result in the tender offer being declared non-responsive. On items where tenderers are not making an offer on the pricing schedule, they must write no offer. Tenders must not leave blank spaces on the pricing schedule. Form of offer form must be completed and signed.
- Make sure that all requested information is submitted. It is the tenderers responsibility to make sure that all the requested documents are submitted and are bound together (i.e.no loose paper allowed).

- Tenderers must make sure that they read and understand the requirements of the tender.
- Tenderers were also advised to sign (authenticate) for alterations where there are any to avoid being disqualified.
- Co-bidding is prohibited. (Tenderer being a member/owner / shareholder in more than one consortium / entity for the same project)
- 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

1. SARS one-time TAX PIN
 2. municipal statement of account for both Director and Company (not older than three [03] months or a valid lease agreement)
 3. Joint Venture / Consortium Agreement signed by all parties.
 4. Valid BBBEE Certificate or copy thereof or a valid sworn affidavit
 5. A completed and signed Invitation to Bid form MBD 1
 6. A completed and signed Declaration of Interest form MBD 4
 7. A completed and signed Preference Points Claim Form MBD 6.1
 8. A completed and signed Declaration of Bidder's Past Supply Chain Management Practices MBD 8
 9. A completed and signed Certificate of Independent Bid Determination (MBD 9)
- No bids will be considered from persons in the service of the state.
 - Each bid must be submitted in a separate, properly sealed envelope on which the Name and Address of the bidder, The Tender number and Description must be clearly written on the envelope.
 - Tender documents submitted via courier services will be accepted provided that the bidder instructs such courier company or its representative to deposit the tender document in the tender box provided. Under no circumstances should tender documents be handed to an employee of JW.

- Tender documents may not be submitted via the South African Post Office as only tender documents received in the Tender box at the time of closing will be considered.
- Tenderers are encouraged to note the closing date and time of the tender; late tender will not be accepted. The closing date for this tender is 3 FEBRUARY 2023 at 10:30.
- All bids are to be deposited in the tender box allocated on the ground floor at No.65 Ntemi Piliso street Turbine hall, Newtown.
- Tenders will be opened in public soon after closing time and recording of received documents but not later than 11:00 at the tender office located at turbine hall, 65 Ntemi Piliso Street, Newtown, 2001, 1st floor. tenderers names and total prices, where practical will be read out.
- Bidders are encouraged to familiarize themselves with the Johannesburg water website, should there be any changes to the tender, it will be uploaded on all platforms.

Mr Clifford Mpofu presented the following:

4. SCOPE OF WORKS

Johannesburg Water invites tenderers to obtain leasing permission of approximately 640 hectares of the Northern Farm for the provision of farming activities aimed at ensuring utilisation of approximately 10ML – 12ML of substandard effluent and prevention of environmental degradation. The contract will be for a period of 3 years

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5. EVALUATION CRITERIA

Gatekeepers (Technical)

Criteria No.	Criteria	Description	Documentary Evidence	Submission Compliant (Yes/No)
1	Tenderer's Experience	The tenderer must have a minimum of 3 years' experience in farming	<p>The tenderer (company) must submit relevant documentation (i.e. reference letters) where the farming activities</p> <p>Note: Reference Letter</p> <p>This document must be completed in full by the referee and included in the tender submission.</p> <p>A separate form must be completed for each reference as required in the evaluation criteria.</p> <p>Failure to adhere to this requirement will result in such tender being prejudiced.</p> <p>Information provided will be verified and if found to be false or misrepresented, punitive measures will be instituted against the respective party including blacklisting and restriction from participating in any future government tender.</p>	Tenderer's Experience Submission Compliant (Yes/No)
2	Key Personnel Experience	<p>The tenderer must have experienced key personnel with experience in farming activities</p> <p>(a) Farm Operator must have a minimum of 2 years' experience in farming</p>	<p>Farm Operators CV clearly outlining their farming work experience</p> <p>NB: The tenderer must ensure that references on the CV are contactable</p>	Farm Operator's Experience Submission Compliant (Yes/No)
The tenderers submission must be compliant for each criterion in order to be considered for further evaluation				

The tenderer must achieve all requirements in order to be considered for the next stage of Pricing.

6. TENDER DATES

Tender Closing: **10:30 on 3 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 **JW OPS 038/19 R** and they must be deposited in the tender box. Under no circumstances must the tender document be given to JW employee or security personnel

7. QUESTIONS AND ANSWERS

QUESTION 1: Why did the contract go from 10 years to 3 years?

ANSWER 1: JW could only obtain an approval of land leasing contract for a shorter duration

QUESTION 2: Can bidders engage in agricultural activities?

ANSWER 2: Yes, they may.

QUESTION 3: Can bidders view the farm/premises?

ANSWER 3: Yes, only upon a formal request for access from JW such that Farm security may grant access.

QUESTION 4: Is there a minimum threshold?

ANSWER 4: the tender is a 80/20 and no amounts will be given as rental guideline. The rates and taxes will be levied by JW in accordance with approved tariffs and will become payable from the date the lessee takes possession of the site

QUESTION 5: Will JW appoint more than 1 bidder?

ANSWER 5: No, only one lessee will be appointed.

QUESTION 6: With the current leasing, is the rates and taxes amicable/ reasonable?

ANSWER 6: The rates and taxes will be levied by JW in accordance with approved tariffs and will become payable from the date the lessee takes possession of the site

QUESTION 7: Can bidders be able to get an estimate from the current leaser?

ANSWER 7: No, tenderers will not be given the estimate.

QUESTION 8: Are bidders responsible for water and electricity?

ANSWER 8: Yes

QUESTION 9: Are bidders required to submit financial statements?

ANSWER 9: No.

QUESTION 10: Is pottery an allowed activity?

ANSWER 10: no, only activities that are stated on the tender under technical specifications will be allowed.

QUESTION 11: Can bidders bring leadership/ learnership candidates on training to the farm?

ANSWER 11: Yes, they need to keep it to a minimal number such that its manageable on the farm.

QUESTION 12: Can bidders use the farm for farming (Planting and cattle)?

ANSWER 12: Yes

QUESTION 13: If JW receives a small number of bids, will this tender be re-advertised?

ANSWER 13: No, the process must continue until the outcome of the tender.

8. CLOSURE

All queries are to be sent 7 days before the closing date

Ms Gcina Ndela thanked all who attended the briefing and the meeting was adjourned.

