

CONTRACT JW OPS 051/22  
HIRE OF VACUUM JETTING TRUCKS AND WATER TANKER TRUCKS WITH HIGH-PRESSURE  
PUMPING UNIT ON AN AS AND WHEN REQUIRED BASIS FOR A PERIOD OF THIRTY-SIX (36)  
MONTHS  
TENDER BRIEFING - MINUTES

<b><u>CONTRACT NUMBER:</u></b>	JW OPS 051/22
<b><u>CONTRACT TITLE:</u></b>	HIRE OF VACUUM JETTING TRUCKS AND WATER TANKER TRUCKS WITH HIGH-PRESSURE PUMPING UNIT ON AN AS AND WHEN REQUIRED BASIS FOR A PERIOD OF THIRTY-SIX (36) MONTHS
<b><u>DEPARTMENT:</u></b>	OPERATIONS
<b><u>DATE OF MEETING:</u></b>	25 JANUARY 2023
<b><u>TIME OF MEETING:</u></b>	10:00
<b><u>VENUE FOR MEETING:</u></b>	VISUAL MEETING
<b><u>CLOSING DATE:</u></b>	15 FEBRUARY 2023
<b><u>TIME:</u></b>	10:30 AM

**1. WELCOME**

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

**2. CONTACT PERSONS**

Ms Nosipho Mokoena

Email: [nosipho.mokoena@jwater.co.za](mailto:nosipho.mokoena@jwater.co.za)

Telephone number: 011 688 1585

Ms. Gcina Ndela

Email: [gcina.ndela@jwater.co.za](mailto: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 NON-COMPULSORY, bidders who did not attend the meeting will also be considered for this tender.
- Tender documents are available in PDF format at no cost on Johannesburg Water website ([www.johannesburgwater.co.za](http://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.

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- 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 90/10 points scoring system will be applicable to this tender. 90 points will be allocated to Price and the remaining 10 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 its 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.

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- 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

**Administrative Returnable Documents**

1. Municipal statement of account for both Director and Company (not older than three [03] months or a valid lease agreement),
2. Annual financial statements (AFS) three [03] years, (if required, audited financial statements)
3. Joint Venture / Consortium Agreement signed by all parties,
4. Valid BBBEE or a valid sworn affidavit,
5. 5 A completed and signed Declaration of Interest form MBD 4,
6. A completed and signed Declaration for Procurement Above R10 Million(Vat Included) form MBD 5,
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 form MBD 9

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- 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 15 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, 1<sup>st</sup> floor. tenderers names and total prices, where practical will be read out.
- Bidders are encouraged to familiarize themselves with the Johannesburg water website, should they be any changes to the tender, it will be uploaded on all platforms.

**Ms Nosipho Mokoena presented the following:**

**4. SCOPE OF WORKS**

The tenderer shall be required to supply Vacuum Jetting Trucks and Water Tanker Trucks with High-pressure pumping unit with operators as and when requested by JW and in accordance with the specifications as outlined in this document for a period of thirty six (36) months.

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## 5. EVALUATION CRITERIA

The tenderers will be evaluated on tenderer's experience and site visit evaluation. The evaluation criteria outlined below will be utilised.

<b><u>PART A – TENDER'S EXPERIENCE</u></b>				
Criteria No.	Criteria	Description	Documentary Evidence	Submission Compliant (Yes/No)
1	Tenderer's Experience	The tenderer (company) is required to have <b>minimum of 2 years' experience where work in the supply/hire of Vacuum Jetting Trucks or Water Tanker Trucks with High-pressure pumping unit was carried out successfully.</b>	<p>The tenderer must provide reference letter(s) from their clients where the supply/ hire of mechanical plant was carried out successfully.</p> <p><b>NB:</b> <i>This document must be completed by the referee and included in the tender submission. Alternatively, the client's letterhead may be used for this purpose provided it complies with the functional criteria requirements. A separate form must be completed for each reference as required in the evaluation criteria. 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.</i></p>	Tenderer's Experience Submission Compliant (Yes/No)
<b><i>The tenderer must meet the above requirements in order to be considered for further evaluation (Part B :site visit).</i></b>				
<b><u>PART B - SITE VISIT AT THE TENDERER'S PREMISES</u></b>				
Criteria No.	Criteria	Description	Documentary Evidence	Submission Compliant (Yes/No)
2	Site Visits at Tenderer's Premises	2.1 Documentation of plant offered.	<p>The tenderer will be required to furnish proof of the mandatory documents for their offered plant as they have offered in the pricing schedule of the tender document.</p> <p>Only plant with all required documents will be considered.</p> <p>The following documents are required for plant offered on site:</p> <ul style="list-style-type: none"> <li>• Proof of Registration Certificates.</li> </ul>	Documentation of Plant Offered Submission Compliant (Yes/No)

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			<ul style="list-style-type: none"> <li>• Proof of valid Licence Disc or Roadworthy Certificates</li> <li>• Current Insurance Cover (a schedule stipulating plant offered)</li> </ul> <p><b>NOTE: In the event that the tenderer's plant offered will be hired, the tenderer must provide proof of a letter for intent to hire for plant offered which is not owned by the tenderer, as well as the required documents as stipulated above.</b></p>	
		2.2 Presentation of plant by the tenderer	<p>The tenderer will be required to present a sample of their plant offered. The plant presented will be expected to meet the requirements as specified on <b>Item 10-Description of Plant</b> in the technical specification of the tender document.</p> <p>The tenderer is to present a sample of each plant that meets the requirement of item 10 in the technical specification</p> <p>(Only plant that has all the required documentation as stipulated in item 2.1 of the evaluation criteria will be considered)</p> <p><b>NOTE: The tenderer is to ensure that one of each plant offered is present on site for physical inspection.</b></p>	<p>Presentation of plant by the tenderer Submission Compliant <b>(Yes/No)</b></p>
<p><b>The tenderer must achieve all requirements for the Site Visit at the tender's premises in order to be considered for further evaluation.</b></p>				

**6. PRICING SCHEDULE**

The tenderers are required to provide rates for year 1, year 2 and year 3 as required on the pricing schedule.

**7. OHS Requirements**

The tender is subjected to OHS requirements and tenderers are required to acknowledge on the tender document (Returnable Annexure A: Acknowledgement of SHE Specification & Annexures form) that they will comply with all OHS required should they be awarded the tender.

Only the successful tenderers will be required to complete the OHS document upon award of the tender.

**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.**

**10. TENDER DATES**

Tender Closing: **10:30 on 15 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 051/22** and they must be deposited in the tender box. Under no circumstances must the tender document be given to JW employee or security personnel

**11. QUESTIONS AND ANSWERS**

**QUESTION 1:** Will JW allocate the disposal sites?

**ANSWER 1:** Yes, disposal sites will be communicated by JW to the appointed service provider(s)

**QUESTION 2:** Are leased plants allowed?

**ANSWER 2:** Yes, bidder who will be leasing plant/equipment must provide an intent to hire letter as part of the documentation of plant offered during site visit.

**QUESTION 3:** Can bidders submit both the template and the reference letter with the company letterhead?

**ANSWER 3:** Yes, bidders can submit any of the two documents (either a reference letter in the template provided or a reference letter on their client letterhead) as proof of experience.

**QUESTION 5:** If a bidder has been subcontracted for a similar job, will the bidder qualify for the tender?

**ANSWER 5:** Yes, the bidder must obtain a contactable reference letter from their client where they have rendered the services. In this instance, the main contract will be client.

**QUESTION 6:** Must bidders submit the road certificate along with the bid submission or do they submit it at a later stage?

**ANSWER 6:** No, the documentation of plant will be required during the site visit from the shortlisted bidders.

## **12. 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.