

CONTRACT JW OPS079/22
SUPPLY, INSTALLATION AND COMMISSIONING OF LOW VOLTAGE POWER AND CONTROL
CABLES AT GOUDKOPPIES WORKS.
TENDER BRIEFING - MINUTES

<u>CONTRACT NUMBER:</u>	JW OPS079/22
<u>CONTRACT TITLE:</u>	SUPPLY, INSTALLATION AND COMMISSIONING OF LOW VOLTAGE POWER AND CONTROL CABLES AT GOUDKOPPIES WORKS.
<u>DEPARTMENT:</u>	OPERATIONS DEPARTMENT
<u>DATE OF MEETING:</u>	25 January 2023
<u>TIME OF MEETING:</u>	12h00 to 13h00
<u>VENUE FOR MEETING:</u>	Non compulsory tender briefing 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 Omar Mukhtar

Email: nosipho.mokoena@jwater.co.za

Ms. Nthabiseng More

Email: nthabiseng.more@jwater.co.za or

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.
- Bidders are requested to submit Soft Copy as well in a form of USB.
- Bidders are advised to familiarise themselves with our website, to check if any updates published in regards with the tender.
- Bidders are also welcome to email through clarity seeking questions, but please do not email them 7 days before the closing date.

Supporting documents

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

Ms Nosipho Mokoena presented the following:

4. TECHNICAL SPECIFICATION

The appointed service provider will be required to supply, install and commission Low Voltage power and control cables at Goudkoppies Works required as a once off contract.

The tenderers are required to also take note of the five Johannesburg Water's particular specifications attached on the tender document (E02 Cable Racks, E05 LV Cables, E06 Cables Installation, E12 MV Cables, and E26 Colour Coding).

5. EVALUATION CRITERIA

The tender will be evaluated on four (04) criteria as outlined below as per the evaluation criteria.

Criterion 1: The tenderer (Company) must be registered as an Electrical Contractor of South Africa [EC(SA)] by the Department of labour.

Criterion 2: The tenderer (Company) must have a minimum of 3 years' experience where the supply, installation and commissioning of Low Voltage power cables and control cables was carried out successfully

Criterion 3: The tenderer is required to submit the following Electrician trade test certificate and 3 phase Wiremen's licence for their two (2) Electricians.

Criterion 4: The tenderer key personnel are required to have a minimum of 3 years' experience in installation and commissioning of Low voltage Cables and Motors.

6. PRICING SCHEDULE

The tenderers are required to complete the pricing schedule as outlined 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. 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 **JWOPS079/22** and they 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: How many contractors to be appointed?

ANSWER 1: The tender will be awarded to one service provider who scores the highest scoring tenderer in terms of price and preference.

CLOSURE

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