

**CONTRACT JW OPS 033/23**  
**APPOINTMENT OF A PANEL OF SERVICE PROVIDERS FOR THE SUPPLY AND DELIVERY OF BELT CLOTH ON AS AND WHEN REQUIRED BASIS FOR A PERIOD OF THIRTY-SIX MONTHS**

|                                  |   |
|----------------------------------|---|
| <b><u>CONTRACT NUMBER:</u></b>   | JWOPS 033/23  |
| <b><u>CONTRACT TITLE:</u></b>    | APPOINTMENT OF A PANEL OF SERVICE PROVIDERS FOR THE SUPPLY AND DELIVERY OF BELT CLOTH ON AS AND WHEN REQUIRED BASIS FOR A PERIOD OF THIRTY-SIX MONTHS |
| <b><u>DEPARTMENT:</u></b>        | SUPPLY CHAIN MANAGEMENT   |
| <b><u>DATE OF MEETING:</u></b>   | 11 OCTOBER 2023   |
| <b><u>TIME OF MEETING:</u></b>   | 10:00   |
| <b><u>VENUE FOR MEETING:</u></b> | AUDITORIUM, TURBINE HALL NETOWN   |

**1. WELCOME**

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

Ms. **Nthabiseng More** indicated that this is an open tender, and the meeting is **COMPULSORY**, therefore bidders who did not attend the meeting will **NOT** be considered for this tender.

**2. CONTACT PERSONS**

|  |  |
|--|--|
| <b>TECHNICAL ENQUIRIES</b>   | <b>GENERAL ENQUIRIES</b>   |
| Sthembile Dladla   | Nthabiseng More  |
| <a href="mailto:sthembile.dladla@jwater.co.za">sthembile.dladla@jwater.co.za</a> | <a href="mailto:Nthabiseng.more@jwater.co.za">Nthabiseng.more@jwater.co.za</a> |

**3. JOHANNESBURG WATER REPRESENTATIVES THAT ATTENDED THE BRIEFING MEETING**

|                           |                       |
|---------------------------|-----------------------|
| <b>NAME &amp; SURNAME</b> | <b>DEPARTMENT</b>     |
| Ms. Nosipho Mokoena       | Operations Department |
| Ms. Nontokozo Masilela    | Operations Department |

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#### 4. SUPPLY CHAIN MANAGEMENT PRESENTATION BY Nthabiseng More

- Bid documents are available in PDF format, at no cost to the bidder, on the Johannesburg Water website ([www.johannesburgwater.co.za](http://www.johannesburgwater.co.za)) and on e-Tender Portal.
- Bid documents received from non-attended bidders of a compulsory briefing session will be disqualified. Attendees were requested to ensure that their company names (company that will be tendering) and contact details of the company and individual are registered on the attendance register as proof of attending the tender briefing meeting and for Johannesburg Water to be able to communicate tender specific information to the attendees of the briefing meeting. Each bid must be submitted in a separate, sealed envelope on which the NAME AND ADDRESS OF THE BIDDER, THE BID NUMBER, DESCRIPTION OF BID AND THE CLOSING DATE must be clearly written.
- It is the responsibility of the bidder to ensure that their bid document is submitted in a sealed envelope and placed in the Bid Box in good time so as not to miss the official deadline of 10:30am on the closing date.
- The sealed bid envelope or package must be addressed to Supply Chain Management Unit, Johannesburg Water (SOC) Ltd and deposited in the BID BOX situated at the entrance: Turbine Hall, 65 Ntengi Piliso Street, Newtown, Johannesburg.
- Bid documents submitted via courier services will be accepted provided that the bidder instructs such courier company or its representative to deposit the documents in the bid box as only bid documents in the Bid Box at the time of tender closing will be taken into account.
- Documents should under no circumstances be handed to an employee of Johannesburg Water, including the receptionist or security, as Johannesburg Water will not be held accountable in the event of any loss thereafter. Bid documents may not be submitted via the South African Post Office as only bid documents in the Bid Box at the time of closing will be taken into account.
- Bidders are to allow for sufficient time to access Johannesburg Water offices in Turbine Hall and deposit their bid document in the Johannesburg Water tender box situated at reception before tender closing time. Bidders are to note that the Johannesburg Water offices are open during 06:00am and 18:00pm seven (7) days a week.
- Bid documents must be completed using non-erasable black ink or may be completed electronically without altering or tampering with any of the scope of work, terms & conditions, specifications, evaluation criteria, special conditions, award and allocations.

strategies, pricing schedule etc. in the tender documents. Tender documents received contrary to this requirement will be disqualified.

- Bids received after the closing time and date will not be accepted and will be returned to the bidder unopened.
- It is a requirement that the bidders tax matters are in order. To this effect, the bidder must furnish their Tax Compliance Status Pin or CSD MAAA number for bids as requested elsewhere in the bid document.
- Pricing schedule must be completed and signed in accordance with award strategy. Bids that are received contrary to this requirement will be disqualified.
- Tender documents need to be bound and contain all pages. Tenderers therefore need to ensure that the tender document is submitted in its entirety with no pages or parts missing.
- Any mistakes must be struck- off and corrected with black ink and signed by tenderer to authenticate each mistake. The use of correction fluid (i.e., Tipp-ex) to correct mistakes is not allowed
- The 80/20point scoring system will be applicable to this tender. 80 points will be allocated to Price and 20 points will be allocated to Specific Goals as follows:
  1. Businesses located within the boundaries of the COJ (10)
  2. Business owned by 51% or more – Black Youth (6)
  3. Business owned by 51% or more-Women. (4)
- Tender will be valid for 90 days after closing date and may be extended upon agreement between Johannesburg Water and the bidder.
- Bidders who wish to tender as a Joint Venture (JV), consortium, partnership or equivalent need to include the JV, consortium, partnership, or equivalent agreement in their tender submissions. Each party must submit a separate TCS certificate/ Pin/ CSD number. The JV agreement is to state the percentage ownership, roles and responsibilities of each party to the agreement.
- Tenderers are required to submit one original hard copy and a soft copy in a USB, however, tenderers who did not submit the USB will not be disqualified.
- Bidders are to fill in the tender submission register at security after submitting their bids.
- Bidders are advised to be on the lookout on the Johannesburg Water website for any communication regarding this tender, all correspondence will be published on the website.

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Bidders are also advised to check their emails for communication from either of the Johannesburg Water representatives as stated on the tender cover page.

- For further inquiries after the meeting, bidders can email through their queries, but do not send queries 10 days before closing date so that the bidders can have 7 days before closing date and time to finalize their submissions.
- Bidders are requested to confirm receipt of any communication sent to them by Johannesburg Water Official

#### **4.1 ADMINISTRATIVE EVALUATION**

| <b>NO.</b> | <b>REFERENCE TO TENDER DOCUMENT</b> | <b>DESCRIPTION</b>   | <b>REQUIREMENT</b>   |
|------------|-------------------------------------|--|--|
| 1.         | Annexure                            | Certificate of Authority or Board Resolution Letter granting authority to sign   | Complete and submit  |
| 2.         | MBD 1                               | Invitation to Bid Form   | Complete and signed MBD 1 Form.  |
| 3.         | CSD                                 | Central Supplier Database Registration   | Provide proof of CSD registration. Complete MAAA number on cover page or copy of CSD report. |
| 4.         | MBD 4                               | Declaration of Interest  | Complete and signed MBD 4 Form.  |
| 5.         | MBD 5                               | Declaration of Procurement Above R10m (All Applicable Taxes Included)  | Complete and signed MBD 5 Form.  |
| 6.         | MBD 6.1                             | Preference Points Claim in Terms of The Preferential Procurement Regulations 2022  | Complete and signed MBD 6.1 Form.  |
| 7.         | MBD 8                               | Declaration of Bidder's Past Supply Chain Management Practices   | Complete and signed MBD 8 Form.  |
| 8.         | MBD 9.                              | Certificate of Independent Bid Determination   | Complete and signed MBD 9 Form.  |
| 9.         | Annexure – Proof of Specific Goals  | Refer to documents listed in 4. verification documents to be submitted with the tender document  | Submit applicable documentation with the tender submission                                   |
| 10.        | Annexure                            | Municipal Rates and Taxes for the Tenderer - Current municipal rates for the entity not in arrears by more than 90 days. If leasing/renting, submitted copy of valid lease agreement where premises are rented OR Confirmation that suitable arrangements are in place for arrear municipal obligations with your local municipality OR Current municipal rates which is not older than 90 days or valid lease | Submit applicable documentation with the tender submission                                   |

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|     |                                    |  |  |
|-----|------------------------------------|--|--|
| 10. | Annexure – Proof of Specific Goals | Refer to documents listed in 4.4 verification documents to be submitted with the tender document   | Submit applicable documentation with the tendersubmission  |
| 11. | Annexure                           | Municipal Rates and Taxes for the Tenderer - Current municipal rates for the entity not in arrears by more than 90 days. If leasing/renting, submitted copy of valid lease agreement where premises are rented OR confirmation that suitable arrangements are in place for arrear municipal obligations with your local municipality OR current municipal rates which is not older than 90 days or valid lease agreement with affidavit from owner of property in cases stated in Proof of Good Standing with regards to Municipal Accounts document | Submit applicable documentation with the tendersubmission  |
| 12. | Annexure                           | Municipal Rates and Taxes - Current municipal rates for the directors of the entity not in arrears by than 90 days. If leasing/renting, submitted copy of valid lease agreement where premises are rented OR confirmation that suitable arrangements are in place for arrear municipal obligations with your local municipality OR current municipal rates which is not older than 90 days or valid lease agreement with affidavit from owner of property in cases stated in Proof of Good Standing with regards to Municipal Accounts document.     | Submit applicable documentation with the tender submission |
| 13. | Annexure                           | Joint Venture Agreement, Consortium or equivalent signed by all parties  | Submit applicable documentation with the tendersubmission  |

#### 4.2 MANDATORY CRITERIA

| EVALUATION CRITERIA: (GATE KEEPERS) |   |  |                 |
|-------------------------------------|---|--|-----------------|
| #                                   | CRITERIA  |  | COMPLY (YES/NO) |
| No 1                                | Mandatory Tender Briefing Meeting.<br>Bidder's name or representative appears on the Briefing meeting |  | YES             |
| No 2                                | Completed and signed MBD 3.2 Pricing Schedule – Non-Firm Prices                                       |  | YES             |
| No 3                                | Signed and completed Pricing Schedule   |  | YES             |

## EVALUATION

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PRESENTATION BY Nosipho Mokoena

### 5. SCOPE OF WORK

The scope of work entitles supply, deliver off-load and install belt cloths with associated ancillaries for use on existing sludge thickening and dewatering equipment at the various JW Bulk Wastewater Treatment Works.

### 6. EVALUATION CRITERIA

| CRIT<br>ERIA<br>NO #  | CRITERIA   | EVIDENCE   | SUB-CRITERIA/CLAUSE  | MAX<br>SCORE | SCORE |
|---|--|--|--|--------------|-------|
| 1.  | Tenderer's experience with respect to the supply and delivery of belt cloths | The tenderer must provide reference letter(s) as proof that supply, and delivery of belt cloth was carried out successfully.<br><br><b>NB:</b> The attached reference template 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. | <b>Years of Experience of supply and delivery of belt cloths</b> | 100          |       |
|   |  |  | Less than two (2) years  |              | 0     |
|   |  |  | Two (2) years and more but less than four (4) years              |              | 70    |
|   |  |  | Four (4) years and more  |              | 100   |
| MINIMUM QUALIFYING SCORE  |  |  |  |              | 70    |
| TOTAL   |  |  |  |              | 100   |
| Tenderers who meet the minimum qualifying score will further be evaluated on samples (Part B) |  |  |  |              |       |

## EVALUATION

### PART B

| CRITERIA NO # | CRITERIA  | EVIDENCE  | SUBMISSION COMPLIANT (YES/NO)            |
|---------------|---|---|--|
| 2.            | Shortlisted tenderer(s) within 5 working days will be required to submit two samples of 300mm x 300mm of belt cloth and seam that complies with the required as specified TECHNICAL INFORMATION AND SPECIFICATION of the tender document. | <p>The samples submitted by the shortlisted tenderer(s) for their items offered will be evaluated.</p> <p>The samples and technical specification of the offered belt cloths must comply with the requirements to the specification as stipulated on item 2 of the TECHNICAL INFORMATION AND SPECIFICATION of the tender document.</p> <p><i>Checklist 1 and Completed Technical Datasheet (attached as part of TECHNICAL INFORMATION AND SPECIFICATION of the tender document) to be used for the evaluation of the samples for items offered by the shortlisted tenderer.</i></p> | Submission and Offer Compliant: (Yes/No) |

### 7. .AWARD STRATEGY AND ALLOCATION STRATEGY

|                            |  |
|----------------------------|--|
| <b>AWARD STRATEGY</b>      | The tender will be awarded based on the highest scoring bidder in terms of Pricing and Specific Goals. |
| <b>ALLOCATION STRATEGY</b> | Allocate to the highest-ranking bidder after preferencing – Price and Specific Goals points.           |

## **8. PRESENTATION ON PRICING SCHEDULE BY Nosipho Mokoena:**

1. Tender rates must include all transport, labour, equipment, material, insurances etc. required to execute the work successfully as specified in this tender document to various Wastewater Treatment Workswithin and surrounding the boundaries of the City of Johannesburg.
2. This tender calls for a non-firm offer.
3. The tendered rates will be escalated on an annual basis as per the escalation proposal that must be submitted by the tenderer as stipulated.
4. The belt cloths are to be delivered within 5 working days after receipt of specific orders.
5. The tenderer must take note that installation and labour costs for the belt cloths will be on an “as and when” required basis as per the advice of the designated JW representative.

## **9. TENDER DATES**

Tender Closing: **10:30 on 7 November 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 033/23 and they must be deposited in the tender box.

## **10. QUESTIONS AND ANSWERS BY MS. NOSIPHO MOKOENA**

**QUESTION 1:** Are bidders who will also tender with an alternative product required to submit both samples of the required product and the alternative product?

**ANSWER 1:** Yes, bidders offering alternative products must submit sample of the required belt cloth and a sample of the alternative belt cloth as an additional offer. It must be noted that bidders who only offer an alternative product without bidding for the required belt cloth will not be considered.

**QUESTION 2:** Are samples required to be submitted when the tender close?

**ANSWER 2:** No, samples will be requested from the shortlisted bidders.

**QUESTION 3:** Are bidders allowed to come on site to view the machines where the belt cloth will be utilized?

**ANSWER 3:** Yes, site visit will be arranged with User Department.

**NB: A site visit will be held at Johannesburg Water Goudkoppies Wastewater Treatment Works on 27 October 2023 at 10:30.**

## **11. CLOSURE**

Bidders are reminded to constantly look out for communication from Johannesburg Water Website and confirm receipt of emails received.

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