

**CONTRACT JW OPS 057/23**  
**PARTIAL UPGRADE OF DEWATERING PLC UNITS AT NORTHERN WORKS FOR A PERIOD NOT EXCEEDING SIX (06) MONTHS**

**TENDER BRIEFING - MINUTES**

<b><u>CONTRACT NUMBER:</u></b>	JW OPS 057/23
<b><u>CONTRACT TITLE:</u></b>	<u>PARTIAL UPGRADE OF DEWATERING PLC UNITS AT NORTHERN WORKS FOR A PERIOD NOT EXCEEDING SIX (06) MONTHS</u>
<b><u>DEPARTMENT:</u></b>	OPERATIONS BULK WATER TREATMENT WORKS
<b><u>DATE OF MEETING:</u></b>	4 DECEMBER 2023
<b><u>TIME OF MEETING:</u></b>	13:00
<b><u>VENUE FOR MEETING:</u></b>	NORTHERN WASTEWATER TREATMENT WORKS
<b><u>CLOSING DATE:</u></b>	22 JANUARY 2024
<b><u>CLOSING TIME:</u></b>	10:30AM

**1. WELCOME**

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

<b>NAME &amp; SURNAME</b>	<b>EMAIL ADDRESS</b>	<b>DEPARTMENT</b>
Gcina Ndela	Gcina.ndela@jwater.co.za	Supply Chain
Tshilidzi Takalani	Tshilidzi.takalani@jwater.co.za	Supply Chain
Sinna Hlongwane	Sinna.hlongwane@jwater.co.za	Supply Chain
Thabiso Thabeng	Thabiso.thabeng@jwater.co.za	Operations

**2. CONTACT PERSONS**

Mr Thabiso Thabeng

Email: [thabiso.thabeng@jwater.co.za](mailto:thabiso.thabeng@jwater.co.za)

Telephone number: 011 510 2602

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 **COMPULSORY**, therefore bidders who did not attend the meeting will **NOT** be considered for this tender. Bidders must ensure that they sign the attendance register.
- 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 eTenders.gov.za..

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- 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 order of the documents must be as set out on the Web page and all pages arranged correctly.
- The tender document must be completed in full, and all the forms must be fully completed and signed accordingly. Tenderers must refer to the check-list on page 4 to 9 of the tender document for guidance.
- The tender document must be filled in using black ink. Any mistakes must be struck-off and corrected with a single black ink line and signed (authenticated) by the tenderer.
- Tender documents may be completed electronically without altering or tampering of any of the text (terms, conditions, specifications etc.) in the tender documents.
- The use of correction fluid (Tippex) to correct mistakes is not allowed and if used the tender will be disqualified (especially on the pricing schedule).
- Tenderers are required to submit one original hard copy and an electronic copy on a USB flash drive, however tenderers who did not submit the USB will not be disqualified. Electronic submissions of tenders is **NOT** allowed.
- Tenderers must be registered on Central Supplier Database (CSD) and provide their 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 for specific goals. 8 points for businesses owned by 51% or more - Black People, and 12 points for Business located within the Gauteng Province. Attention must be brought to the documentation the tenderers must submit in order JW to verify points claimed. If the tenderer has claimed more points then the verification document supports, JW will adjust the points claimed when calculating the preference points in line with verification documents submitted.
- Tenderers tendering as JV must submit a JV BBBEE certificate.

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- In bids where consortia / joint ventures / sub-contractors are involved; each party must submit a separate TCS certificate / pin / CSD number.
  - Make sure that your pricing schedule is fully complete and signed. Tenders must not leave blank spaces on the pricing schedule.
  - 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 papers are allowed).
  - Tenderers must make sure that they read and understand the requirements of the tender, contract data, special conditions and general conditions of tender.
  - Tenderers were also advised to sign (authenticate) each alteration where there are any to avoid being disqualified.
  - Tenders will be valid for 90 days after the closing date or any other duration agreed to by the tenderer and JW prior to tender validity expiring.
  - Co-bidding is prohibited. (Tenderer being a member / owner / shareholder in more than one consortium / entity for the same project). Please read MBD 9 Certificate of Independence prior to signing the declaration.
  - Tenderers are encouraged to note the closing date and time of the tender; late tenders will not be accepted. The closing date for this tender is 22 January 2024 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.
  - 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.
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- Tenderers must recheck on the JW website page for any communication send to tenderers as there might be a problem with the emails send to the tenderers.
- Tenders will be opened in public soon after the 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, ground floor. Tenderers names and total prices, where practical will be read out.
- Tenderers are to sign the tender submission register when submitting their bids.

#### **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 Pricing schedule form MBD 3.1
7. A completed and signed Declaration of Interest form MBD 4
8. A completed and signed Preference Points Claim Form MBD 6.1
9. A completed and signed Declaration of Bidder's Past Supply Chain Management Practices MBD 8
10. A completed and signed Certificate of Independent Bid Determination (MBD 9)

#### **4. SCOPE OF WORKS**

##### **PLC and SCADA Works**

The scope of work to be performed under this contract include partial upgrading of the Dewatering PLC units. The works shall be executed on existing infrastructure and certain sections of the existing installation may be live during installation. The prospective tenderers shall take into consideration all safety precaution requirement in compliance with the Occupational Health and Safety Act, 1993 with associated Regulations. The work to be carried out at Northern Wastewater Treatment Works, Dewatering Shed.

Partially upgrade ten (10) Belt Presses and two (2) Master PLC units:

- Collection of updated PLC backups including data files – online with existing.

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- Inspection of panels for space and location of new M580 racks.
  - Conversion of PLC programs using the UMAC tool to M580.
  - Supply of new needed PLC equipment and licence.
  - Mounting of M580 backplanes, installation of the new PLC equipment to panels and installation of communication equipment.
  - Retaining of Premium I/O's.
  - Downloading of the converted PLC programs into the new CPU's.
  - Conversion of the Premium I/O's to M580 PLC via backplane extender.
  - Testing of SCADA communication with regard to the PLC partial upgrade.
  - Restoration of SCADA where necessary with regard to the PLC partial upgrade.
  - Restoration of SCADA functionality on select related equipment or sub-systems.
  - Commissioning and monitoring of the plant.
  - Supply of store PLC spares (where specified).
  - Repair of damaged PLC equipment (service exchanges).
  - Supply licences.

### **Location of the Works**

The equipment called for under this Contract will be installed at Northern Wastewater Treatment Works. The Treatment Works is located in Diepsloot, approximately 5 km from R511. Northern SCOPE OF WORK

Wastewater Treatment Works can be accessed from R114 (adjacent to Northern Farm) or School Road off R511.

## **5. EVALUATION CRITERIA**

The tender will be evaluated and adjudicated in terms of the Municipal Finance Management Act (MFMA), Preferential Procurement Policy Framework Act, 2000, relevant Supply Chain Management Policy of Johannesburg Water (JW) and applicable Regulations.

<b>STAGE 1: MANDATORY EVALUATION</b>	<b>STAGE 2: ADMINISTRATIVE EVALUATION</b>	<b>STAGE 3: FUNCTIONAL EVALUATION</b>
Tenderer to submit all mandatory requirements under this Stage. These are criterion scored as 'pass/fail' or 'yes/no' during the evaluation process. A "fail" or "no" will lead to the tenderer being disqualified and may not be considered for further evaluation or award.	These are the applicable Municipal Bidding Documents (MBD) that the tenderer's duly authorized representative must fully complete and sign and provide administrative documents such as director's and company's municipal statement or valid lease agreements which must be valid and submitted before tender award. Should the MBD authority to sign and other administrative documents not be submitted or be	Tenderers are required to achieve a minimum qualifying score as stated in the tender document to proceed to next stage. Tenderers are required to submit the required documentary evidence which will clearly enable the bid evaluation committee to evaluate as per criteria requirements. Tenderers are encouraged to complete the provided forms in full and not to write "See attached or Refer to another part of the tender

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	incomplete, the tenderer will be given three (3) days to submit or complete them after receiving a request in writing from JW, should the tenderer not comply with requirement, the tenderer may be disqualified, and may will be considered for award.	submission” where information is provided.
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Mr Thabiso Thabeng furthermore explain all the requirements from stage to stage 3 of the evaluation criteria.

**6. TENDER DATES**

Tender Closing: **10:30 on 22 January 2024**. 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 057/23** 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:** Are we just replacing the PLC units and no cables?
- **Answer 1:** It is not envisaged that cable replacement is needed in this contract, so only certain components inside the PLC panels will be replaced. The components to be replaced are fully listed in the technical specifications and BOQ.
- **Question 2:** Bidder based the question referring to the design....
- **Answer 2:** The design of the scope of work is 100% covered by the BOQ and the technical specifications in the tender. There is no need in this contract for the design of new PLC program, the contract specifies that the old program must be converted from Premium version to M580 version.

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- **Question 3:** Does JW require strictly Schneider PLC?
  - **Answer 3:** Yes, the current PLC units that we have are Schneider PLC hardware. The contract is for partial upgrade of these units to the latest Schneider PLC hardware. This can only be done by using Schneider PLC. The contract does not attempt to replace the whole PLC panels.

- **Question 4:** Will JW accept marshal insertions?

**Answer 4:** Yes.

- **Question 5:** On the 20 points scoring, do bidders have to submit the share certificate as proof?
- **Answer 5:** For claiming points please refer to verification documents need to submit in page 46.

**Documents to submit are the one below:**

<b>SPECIFIC GOALS – ANY ONE OR A COMBINATION OF ANY</b>	<b>MEANS OF VERIFICATION THAT MAY BE SELECTED OR A COMBINATION THEREOF</b>
Businesses located within the boundaries of Gauteng Province	• Proof of municipal account / valid lease agreement, letter from the Ward Council confirming the business address.
SMME (An EME or QSE) owned by 51% or more - Black People	• Valid BBBEE Certificate issued by SANAS accredited verification agency or DTI /CIPC BBBEE Certificate for Exempted Micro Enterprises or Affidavit sworn under oath.

- **Question 6:** If you make error on the tender document, do we need to sign fully or can we initial?
- **Answer 6:** You can either sign or initialize, please refer to price data. Alterations on page 50.
- **Question 7:** Does the 10% categorised everything that is being supplied or is it specific to this fuse?
- **Answer 7:** The section of the Generic Particular Specification being referred to is only applicable to complete new PLC panels and is not applicable to this contract as the scope of this contract is only to upgrade existing PLC panels.

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- **Question 8:** Follow up Q from Q7: The specification that is indicated on the BOQ, is that what is needed?

**Answer 8:** Yes, the BOQ covers all the work that is specified in this contract.

- **Question 9:** Which Scada system is JW currently using?

**Answer 9:** Adroit Classic Ver 7

**Question 10:** Follow up Q from Q9: How many tag configurations are there and what is the required size?

- **Answer 10:** Number of tags are in the region of 1000. However, it must be noted that the work in this contract is to test communication between PLC and SCADA after the PLC Units have been upgraded. If anything needs to be repaired, JW will decide on the way forward but provision is made for this in the contract.

#### **Additional information**

**Mr Tshilidzi Takalani** added on briefing that **Functionality documentation evidence on evaluation criteria 1,2 and 3 are as follows**

**Please submit 3 below evidence**

#### **Criteria 1**

**Evidence** -Reference letter attached on tender document or own reference letter with all information on JW reference letter.

#### **criteria 2**

**Evidence** - National Diploma in Electrical or Electronic or Mechatronics or Computer Systems Engineering as minimum qualification.

#### **Criteria 3**

**Evidence** – CV template attached or own CV.

NOTE: Please note that there was typing error on checklist on page 6 number 4 Functionality documentation where it was indicated that all criteria evidence are reference letters.

#### **CLOSURE**

Should bidders need any clarity, all queries are to be submitted 10 days before the closing date, therefore all queries are to be sent no later than 12 January 2024 at 16:00.

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