

**CONTRACT JW OPS 013/23**  
**APPOINTMENT OF A SERVICE PROVIDER (S) FOR THE SUPPLY AND DELIVERY OF LIME ON AS AND WHEN REQUIRED BASIS FOR A PERIOD OF THIRTY-SIX MONTHS**

<b><u>CONTRACT NUMBER:</u></b>	JWOPS 013/23
<b><u>CONTRACT TITLE:</u></b>	<b>APPOINTMENT OF A SERVICE PROVIDER (S) FOR THE SUPPLY AND DELIVERY OF LIME ON AS AND WHEN REQUIRED BASIS FOR A PERIOD OF THIRTY-SIX MONTHS</b>
<b><u>DEPARTMENT:</u></b>	SUPPLY CHAIN MANAGEMENT
<b><u>DATE OF MEETING:</u></b>	30 NOVEMBER 2023
<b><u>TIME OF MEETING:</u></b>	12:00
<b><u>VENUE FOR MEETING:</u></b>	AUDITORIUM, TURBINE HALL NEWTOWN

**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 **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>
Jacqueline Ngwenya	Nthabiseng More
Jacqueline.ngwenya@jwater.co.za	<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. Nthabiseng More	Supply Chain
Ms Nontokozo Masilela	Operations
Ms Gcina Ndela	Supply Chain
Ms Sinna Hlongwane	Supply Chain
Ms Jacqueline Ngwenya	Operations
Mr Tshilidzi Takalani	Supply Chain

**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

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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. On Page 52, please read on the pricing data on the information for pricing instruction.
- 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., Tippex) to correct mistakes is not allowed.
- The 80 / 20-point 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. Business owned by 51% or more – Black Youth (5)
  2. Business owned by 51% or more-Black People with Disabilities (5)
  3. SMME (An EME or QSE) owned by 51% or more - Black People (5)
  4. Business owned by 51% or more - Black People who are military Veterans (5)
- Failure on the part of a tenderer to submit proof or documentation required in terms of this tender to claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed. Bidders should go through page 49 on item 4.3 of tender document, to check which documentation required for claiming points.
- 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 must submit rates for both the Company and the director, if renting submit a valid lease agreement.
- The award strategy on page 51, please check to help bidder to be able to know which region to tender for and also be able to choose which one rank as first.
- 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.
- Bidders are also advised to check their emails for communication from either of the Johannesburg Water representatives as stated on the tender cover page.
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- 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.

#### **4.1 ADMINISTRATIVE EVALUATION**

- 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 administrative MBD's, Certificate of Authority and any other administrative documents that do not have a bearing on price, should not be submitted or be incomplete, the bidder will be given three (3) days to submit or adhere to the tender requirements or requests, the tenderer will be disqualified, and will not be considered for award.

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**Administrative Documents**

NO.	REFERENCE TO TENDER DOCUMENT	DESCRIPTION	REQUIREMENT
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 3.1	Pricing Schedule – Firm Prices (Purchases)	Complete and signed MBD 3.1 Form.
5.	MBD 4	Declaration of Interest	Complete and signed MBD 4 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 4.3 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	Submit applicable documentation with the tender submission
11.	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

**CONTRACT JW OPS 013/23**  
**APPOINTMENT OF A SERVICE PROVIDER (S) FOR THE SUPPLY AND DELIVERY OF LIME ON AS AND WHEN REQUIRED BASIS FOR A PERIOD OF THIRTY-SIX MONTHS**

12.	Annexure	Joint Venture, Consortium, or equivalent agreement– if applicable.	Joint Venture, Consortium, or equivalent agreement signed showing percentage ownership of parties – if applicable.
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**4.1 Mandatory Evaluation Criteria:**

<b>EVALUATION CRITERIA: (GATE KEEPERS)</b>			
<b>#</b>	<b>CRITERIA</b>	<b>DOCUMENTARY EVIDENCE</b>	<b>COMPLY (YES/NO)</b>
<b>No 1</b>	Attendance of Mandatory Tender Briefing Meeting		Yes
<b>No 2</b>	Signed and completed Pricing Schedule.		Yes
<b>No 3</b>	Signed MBD 3.2 for region tendering for - Pricing Schedule – Non – Firm Prices (Purchases)		Yes

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**PRESENTATION BY Jacqueline Ngwenya**

CRITERIA NO #	CRITERIA	EVIDENCE	SUB-CRITERIA/CLAUSE	WEIGHTING	SCORE
1.	Tenderer's experience with respect to supply and delivery of lime or water/wastewater chemicals	<p>The tenderer must provide reference letter(s) as proof that supply, and delivery of lime or water/wastewater chemicals was carried out successfully.</p> <p><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. 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>	<b>Years of Experience in respect to supply and delivery of lime or water/wastewater chemicals</b>	100	
			Less than 1 year		0
			1 year and more but less than 2 years		70
			2 years and more, but less than 5 years		85
			5 years or more		100
MINIMUM QUALIFYING SCORE				70	
TOTAL				100	
THE TENDERER MUST ACHIEVE THE MINIMUM OF 70 POINTS ON PART A IN ORDER TO BE CONSIDERED FOR FURTHER EVALUATION ON PART B					

## PART B

Criteria No.	Criteria	Documentary Evidence	Points Allocation	Submission compliant (Yes/No)
2	Compliance to the technical specification of lime as stated under scope of work and specification item 3.1.2	<p>Shortlisted tenderers (tenders that minimum qualifying score) will be required to submit Certificate of Analysis (COA) from their product manufacturer/supplier for item offered within 5 working days from the date when the request is made.</p> <p>The COA must reflect the analysis of lime as stated under the scope of work and specification item 3.1.2 of the tender document.</p>	The submission from the tenderer must meet the requirements analysis required on the COA as per the technical specification item 3.1.2 in order to be considered further evaluation.	Submission Compliant: (Yes/No)



## 5. AWARD STRATEGY BY Tshilidzi Takalani

<b>AWARD STRATEGY</b>	<p>The intention is to award to the highest preference ranking tenderer per region to one or more tenderers based on Johannesburg Water's capacity requirements.</p> <p>Objective Criteria:</p> <ul style="list-style-type: none"><li>• Johannesburg Water will award one region per tenderer, irrespective of a tenderer being the highest preference ranking bidder for both regions, unless Johannesburg Water cannot award a region to other Tenderers in which case, Johannesburg Water can then award more than one region to a Tenderer.</li><li>• Tenderers are therefore requested to rank their preferred region of operation from 1-2. Please refer to Pricing Data. Tenderers will be considered for region number tendered for and ranked.</li><li>• Award to region in cases where the Tenderer is the highest preference-ranking Tender will be based on the preferred region selected by the tenderer under-pricing schedule.</li><li>• Johannesburg Water reserves the right to award a region to a Tenderer that is not the highest preference-ranking Tenderer if the highest preference-ranking Tenderer has been awarded another region.</li></ul>
<b>ALLOCATION STRATEGY</b>	<p>Allocate to the highest preference ranking Tenderer per region. If the tenderer is the highest preferred ranking tenderer for both regions, their preferred choice of region will be used to determine which region they will be allocated.</p> <p>To ensure value for money / cost effectiveness, Johannesburg Water will negotiate prices with service providers who are recommended for market related price and reserve the right to standardize the rates of the Tenderers that are awarded per region using Johannesburg Benchmarked rates as a guide to determine cost effectiveness.</p> <p>Johannesburg Water reserves the right to purchase the product from another appointed service provider if the appointed service provider from that region fails to deliver the required quantity of product by the due date specified.</p>

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## PRESENTATION ON PRICING SCHEDULE BY Jacqueline Ngwenya

Refer to Pricing Schedule to complete the pricing on page 54 to 59.

### 6. TENDER DATES

Tender Closing: **10:30** on **23 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 JWOPS 013/23 and they must be deposited in the tender box.

### 7. QUESTIONS AND ANSWERS BY SCM AND USER DEPARTMENT

**QUESTION 1:** Does each WWTW take hydrated lime annually, both in 25kg bags and in tonnages?

**ANSWER 1:** Yes, all Works make use of both deliveries.

**QUESTION 2:** What are the delivery times?

**ANSWER 2:** The chemical can be delivered during normal working hours, Monday to Friday 07.30 hours to 16.00 hours. Before bulk deliveries are made, the relevant Works Manager must be advised of the date and time of the deliveries by the appointed service provider.

**QUESTION 3:** What are the ordering patterns?

**ANSWER 3:** Orders are placed in advance on monthly basis to ensure enough storage capacity.

**QUESTION 4:** Kindly advise the Works capacity, in order to rank accordingly.

**ANSWER 4:**

Works	Design Capacity (MI/d)
Driefontein	55
Northern	450
Bushkoppie	200
Ennerdale	8
Goudkoppies	150
Olifantsvlei	240
<b>Total</b>	<b>1103</b>

**QUESTION 5:** Our company submitted an RFP in 2020, another in 2022, which had an extension, and a recent one in 2023; could you please explain what happened to all of those procurement since there was never a response?

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**ANSWER 5:** JW advertised two tenders for the procurement of hydrated lime in 2020 and 2022, but both processes were canceled due to non-responsiveness. As a result, a new RFI was issued in 2023 to conduct market analysis in order to re-initiate this current tender.

## **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.