

PANEL A AND B OF CONTRACTORS: UPGRADE & RENEWAL OF WATER PIPELINES AS AND WHEN REQUIRED BASIS FOR 36 MONTHS UNDER A FRAMEWORK CONTRACT

MINUTES OF TENDER BRIEFING SESSION

<b><u>CONTRACT NUMBER:</u></b>	JW14171
<b><u>CONTRACT TITLE:</u></b>	PANEL A AND B OF CONTRACTORS: UPGRADE & RENEWAL OF WATER PIPELINES AS AND WHEN REQUIRED BASIS FOR 36 MONTHS UNDER A FRAMEWORK CONTRACT
<b><u>CONSULTANT:</u></b>	NOT APPLICABLE
<b><u>DATE OF MEETING:</u></b>	8 <sup>TH</sup> APRIL 2024
<b><u>TIME OF MEETING:</u></b>	11H00
<b><u>VENUE FOR MEETING:</u></b>	MICROSOFT TEAMS

<b>1.</b>	<b>WELCOME AND INTRODUCTION</b>	
<b>1.1</b>	Introduction	<b>G. Ndela</b>
	Ms. Gcina Ndela introduced herself and the Johannesburg Water team.	
<b>1.2</b>	Attendance Register. Attendance register was distributed to meeting attendees on the following links. <a href="https://forms.gle/mzZCjC959rEa9gWh9">https://forms.gle/mzZCjC959rEa9gWh9</a> (1102 Entries) Additional Entries on Chat Box (975 Entries).	
<b>1.3</b>	Contact Persons and Correspondences	
	Technical enquiries to be addressed to Mr. Tawanda Mashababe 011 688 6526 <a href="mailto:Tawanda.mashababe@jwater.co.za">Tawanda.mashababe@jwater.co.za</a>  General enquiries to be addressed to Ms. Gcina Ndela 011 688 1796 <a href="mailto:Gcina.ndela@jwater.co.za">Gcina.ndela@jwater.co.za</a>	
<b>2.</b>	<b>DESCRIPTION OF WORKS</b>	<b>N Shibambu</b>
<b>2.1</b>	Site Location and Conditions	
	Project will consists of replacements and upgrading of existing old and new water pipes throughout the City of Johannesburg. Specific Site Location will be as per individual Work Package.	
<b>2.2</b>	Scope of Works	
	Scope of work will be specified for each work package on an as and when basis. The generic scope of works is as follows:	

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	<p><b><u>Panel A (3CE or Higher)</u></b></p> <ul style="list-style-type: none"> <li>• Supply and install uPVC pipes ranging from 110mm to and including 355mm diameter</li> <li>• Supply and install HDPE pipes in the diameter ranging from 110mm to and including 355mm</li> <li>• The work will also include auxiliary works generally associated with pipe replacement such as new valves, Pressure Reducing Valves and chambers.</li> </ul> <p><b><u>Panel A (3CE or Higher)</u></b></p> <ul style="list-style-type: none"> <li>• Supply and install HDPE pipes in the diameter ranging from 110mm to and including 560mm</li> <li>• Supply and install steel pipes ranging from 400mm to 900mm</li> <li>• The work will also include auxiliary works generally associated with pipe replacement such as cathodic protection, new valves, connecting pipes, Pressure Reducing Valves, and chambers.</li> </ul> <p>NB: Allocation of work aligned to the scope of works of the JW14220 set-aside panel to be allocated under the JW14220 panel.</p>	
<b>2.3</b>	Materials and Specifications	
	Specifications and material will be specified for each work package and will be accompanied by a Bill of Quantities.	
<b>2.4</b>	Targeted Contractors	
	<p>Panel A - Contractors Registered With the Construction Industry Development Board (CIDB) in Grade 3CE, and who satisfy the mandatory requirements set out in the tender are welcome to submit bids.</p> <p>Panel B - Contractors Registered With the Construction Industry Development Board (CIDB) in Grade 5CE, and who satisfy the mandatory requirements set out in the tender are</p>	

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	welcome to submit bids.	
<b>2.5</b>	<b>Special Conditions (Subcontracting)</b>	
	<p>Clause 11.13 – Special Conditions</p> <p>Page Number – C.17</p> <p>30% of the Value of work to be subcontracted under the following conditions.</p> <p>Central Supplier Database (CSD) and must be from the <b>LOCAL (Ward or Region)</b> community and one of the following designated groups:</p> <ul style="list-style-type: none"> <li>• An EME or QSE which is at least 51% owned by black people;</li> <li>• An EME or QSE which is at least 51% owned by black people who are youth;</li> <li>• An EME or QSE which is at least 51% owned by black women;</li> <li>• An EME or QSE which is at least 51% owned by black people with disabilities;</li> <li>• An EME or QSE which is 51% owned by black people living in rural or underdeveloped areas or townships;</li> <li>• A cooperative which is at least 51% owned by black people;</li> <li>• An EME or QSE which is at least 51% owned by black people who are military veterans;</li> <li>• an EME or QSE .</li> </ul>	
<b>3.</b>	<b>PROCUREMENT PROCEDURES</b>	<b>G. Ndela</b>
<b>3.1</b>	<b>Closing Date of Tender and Tender Validity</b>	
	<p>Tender Closing: <b>26 April 2024 @ 10:30</b>. No late submissions will be accepted under any circumstances. Tender documents must be submitted in sealed envelopes, clearly marked with the reference number JW 14171 and they must be deposited in the tender box.</p>	

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	<p>Address of Tender Box is:</p> <p>TURBINE HALL, 65 NTEMI PILISO STREET, NEWTOWN, JOHANNESBURG, 2001</p> <p>THE BUILDING WILL OPEN 7 DAYS A WEEK FROM 06:00 UNTIL 18:00</p> <hr/> <p>Tender Validity Period is 240 days (For Stage 1 – Appointment to Panels)</p> <p>Tender Validity Period is 90 days (For Stage 2 – Allocation of Work Packages).</p> <p><b>All Queries to be submitted Seven (7) working days before closing (Page TP.4 Clause C.2.8).</b></p>	
<b>3.2</b>	Submission of Tender	<b>G. Ndela</b>
	<p>Ms. Gcina Ndela stressed that:</p> <p>Tenderers should ensure that they sign the attendance register, failure to do so will disqualify the tender.</p> <p>Tender document should not be dismantled, it must be returned in original form.</p> <p>Correction fluid (tippex) or pencil will not be allowed on the completed document and if used tenderers will be disqualified.</p>	
<b>3.3</b>	Tender Mandatory Requirements and Forms	<b>G. Ndela</b>
	<p>Tenderers are to ensure that all required forms are signed; failure to do so may disqualify the tender. A separate file to be used for attachments (e.g. CIDB, Valid Tax Clearance, Latest Municipal Accounts not more than 3 months old or lease agreement) and be indexed.</p>	
<b>3.4</b>	Returnable Documents	<b>G. Ndela</b>
	<p>All the returnable documents and forms must be fully completed and signed, failure to do so may disqualify the tender.</p> <p>Contractors who are tendering as a Joint Venture must complete the returnable documents for each JV Partner.</p> <p>All the documents must be enclosed in a sealed envelope during the submission, and they must be put in the tender box.</p>	

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3.5	Evaluation Criteria	G. Ndela N. Shibambu
	<p><b><u>PART 1 – APPOINTMENT TO THE PANEL</u></b></p> <p><b>MANDATORY REQUIREMENTS</b> <b>(Panel A – Page TP.9 &amp; Panel B Page TP.9)</b></p> <p>Bidders will be eliminated if they fail to complete (or submit) the following documentation:</p> <ul style="list-style-type: none"> <li>• CIDB grading <b>3 CE (Panel A)</b> and <b>5 CE (Panel B)</b> or higher. Active Status at the required CIDB grading or higher at the time of Evaluation</li> <li>• Mandatory Tender Briefing Meeting</li> <li>• Completed and signed the Form of Offer</li> </ul> <p><b>ADMINISTRATIVE REQUIREMENTS</b> <b>(Panel A – Page TP.10 &amp; Panel B Page TP.10)</b></p> <ul style="list-style-type: none"> <li>• Signed <b>Certificate of Authority</b> to Sign or signed board resolution,</li> <li>• <b>MBD 1</b> - Invitation to Bid</li> <li>• Central Supplier Database (<b>CSD</b>) Registration Number.</li> <li>• <b>MBD 4</b> - Declaration of interest</li> <li>• <b>MBD 6.1</b> - Preference Points Claim in Terms of The Preferential Procurement Regulations 2022</li> <li>• <b>MBD 8</b> - Declaration of bidder's past supply chain management practices</li> <li>• <b>MBD 9</b> - Certificate of Independent Bid Determination</li> <li>• Valid BBBEE Certificate issued by a SANAS accredited verification agency or DTI/CIPC BBBEE Certificate for Exempted Micro Enterprises or Affidavit sworn under oath</li> <li>• Valid BBBEE Certificate issued by SANAS accredited verification agency or DTI/CIPC BBBEE Certificate for Exempted Micro Enterprises or Affidavit sworn under oath, OR CIPC registration document showing percentage of ownership and share certificate where applicable</li> </ul>	

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	<ul style="list-style-type: none"> <li>• Proof of municipal account / valid lease agreement, letter from the Ward Council confirming the business address</li> <li>• Municipal statement of account for Company (not older than three (03) months from the closing date of tender or a valid lease agreement at time of tender closure)</li> <li>• Municipal statement of account for Director/s (not older than three (03) months from the closing date of tender or a valid lease agreement at time of tender closure)</li> <li>• Joint Venture Consortium or equivalent Agreement signed by all parties if applicable.</li> </ul> <p>Bidders who fail to submit (or complete) the following documents will be given three (3) working days to do so failure of which they will be eliminated.</p> <p>Bidders who fail to submit or fill in the above documents during Stage 1 will <b>NOT</b> be eligible to claim specific goals during Stage 2 evaluation.</p> <p><b>TECHNICAL REQUIREMENTS</b> <b>(Panel A – Page TP.14 &amp; Panel B Page TP.23 )</b></p> <p>The following Aspects will be evaluation for responsiveness.</p> <ul style="list-style-type: none"> <li>• Experience with Respect to Water Pipe Laying Projects of Diameter 150mm or more (Panel A).</li> <li>• Experience with Respect to Steel or HDPE Pipe Projects of Diameter 450mm or more (Panel B)</li> <li>• Contract Manager's Experience (Panel A &amp; B)</li> <li>• Site Manager's Experience (Panel A &amp; B)</li> <li>• Safety Officer's Experience (Panel A &amp; B)</li> <li>• Scope Specific Method Statement</li> <li>• Minimum Qualifying Score is 75</li> </ul> <p>Note: - The information provided will be verified and if found to be false or misrepresented, punitive measures will be instituted against the respective party including blacklisting in participating in any future government tenders.</p>	
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3.6	<p><b>PART 2 – ALLOCATION PROCEDURE (PAGE TP.29)</b></p> <p>Post Award, Work Packages will be allocated as follows:</p> <ul style="list-style-type: none"> <li>• All panel B panellists are eligible for all packages under Panel A and Panel B</li> <li>• All panellists under Panel A are not eligible for work packages of R6 million and Above</li> <li>• Contractors will be issued with Bills of Quantities, Drawings and Specifications for them to submit pricing proposals.</li> <li>• Contractors are given 14 days from date of Briefing session to respond and Available Resources.</li> <li>• Other required documentation listed on vi) of TP.24</li> <li>• Responses are evaluated with respect to Price and Specific Goals</li> <li>• Work Package is awarded to the Highest scoring bidder subject to Resource availability (See Page RD.33)</li> <li>• Validity Period is 90 Days</li> </ul>																						
3.7	<p><b><u>SPECIFIC GOALS</u></b></p> <table border="1"> <thead> <tr> <th>The specific goals allocated points in terms of this tender</th><th>Number of points allocated (80/20 system)</th><th>Number of points allocated (90/10 system)</th></tr> </thead> <tbody> <tr> <td>Businesses located within the boundaries of COJ municipality</td><td>4</td><td>2</td></tr> <tr> <td>Business owned by 51% or more-Women</td><td>4</td><td>2</td></tr> <tr> <td>Business owned by 51% or more- by Black youth</td><td>4</td><td>2</td></tr> <tr> <td>Business owned by 51% or more - Black People who are military Veterans</td><td>4</td><td>2</td></tr> <tr> <td>Business owned by 51% or more Black People with Disabilities</td><td>4</td><td>2</td></tr> <tr> <td>Total</td><td>20</td><td>10</td></tr> </tbody> </table>	The specific goals allocated points in terms of this tender	Number of points allocated (80/20 system)	Number of points allocated (90/10 system)	Businesses located within the boundaries of COJ municipality	4	2	Business owned by 51% or more-Women	4	2	Business owned by 51% or more- by Black youth	4	2	Business owned by 51% or more - Black People who are military Veterans	4	2	Business owned by 51% or more Black People with Disabilities	4	2	Total	20	10	
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<b>4.</b>	<b>OCCUPATIONAL HEALTH &amp; SAFETY / ENVIRONMENTAL MANAGEMENT</b>	<b>T. Mashababe</b>
<b>4.1</b>	<p><b>Completion and Submission of Documents</b></p> <p>The specifications will be issued out for specific work packages. Each work packages will have a project specific OH&amp;S and Environmental Specifications.</p> <p>Minimum required qualifications and experience of personnel (Site Manager and OH&amp;S Manager) have been specified in the tender document.</p>	
<b>5.</b>	<b>STAKEHOLDER RELATIONS</b>	<b>N Shibambu</b>
<b>5.1</b>	Labour Intensive Construction Methods	
	The project will be implemented using labour intensive method where possible for jobs creation within the area. The contractor will communicate with the CLO regarding the employment of local labours. Unskilled Labour should be procured from the word the project is being implemented.	
<b>5.2</b>	Appointment of CLO	
	Community Liaison Officer (CLO) will be appointed through the assistance of CoJ and the Ward Councillor.	
<b>6.</b>	<b>QUESTIONS AND ANSWERS</b>	<b>All</b>
	<p>Most of the questions raised were repeated several times thus JW has consolidated them as outlined below.</p> <p>Q: We are unable to find the bill of quantities in the Tender Document?</p> <hr/> <ul style="list-style-type: none"> <li>The bill of quantities will be issued on Part two to all Contractors who will be appointed to the Panel.</li> </ul> <hr/> <p>Q: How do I enter my company name on the attendance register link?</p> <hr/> <ul style="list-style-type: none"> <li>Click on the attendance register link. The link is also on the chat box. There is space available on the link to enter the company name, your name, contact details and POPIA</li> </ul>	



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	<p>information.</p> <hr/> <p>Q: How will we know that we have successfully signed the register?</p> <hr/> <ul style="list-style-type: none"> <li>There is a note indicating that your response was captured that will appear on your screen. Please indicate if you have entered your details and have not seen such a response after submitting your details.</li> </ul> <hr/> <p>Q: Does the contract manager have to be registered with a professional body?</p> <hr/> <ul style="list-style-type: none"> <li>Yes, for both Panel A and B, Only a Contract Manager with qualifications of Bachelors' Degree or Bachelor of Technology (Civil Engineering) or higher AND ECSA Professional Registration (Pr. Eng. / Pr. Technologist) or SACPCMP Professional Registration (PrCPM / PrCM) will obtain a score for experience of a Contract Manager. However, the date of registration of Contract Manager will not impact post qualification number of projects.</li> </ul> <hr/> <p>Q: Is 30% subcontracting applicable to certain contract values or all?</p> <hr/> <ul style="list-style-type: none"> <li>30% subcontracting is applicable to all work packages that will be allocated under this contract in line with Clause 11.13 of the contract.</li> </ul> <hr/> <p>Q: MBD 6.1 requires us to list the subcontractors we will use. How can we do that without knowing the scope?</p> <hr/> <ul style="list-style-type: none"> <li>In the case you have subcontractor you intend to work with, you may include those. The SMMEs that will be procured from the community are still unknown and thus cannot be listed. Contractors may answer that field with To Be Determined.</li> </ul> <hr/>	
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	<p>Q: If interested in both Panel A and Panel B, do we still need to submit resources for Panel A?</p> <hr/> <ul style="list-style-type: none"> <li>You can offer for both A and B. However, if you are pointed in panel, you're automatically appointed in panel B. If you are submitting for both, like Gcina said, make sure that the tender document is intact and not tampered with. You can give two separate submissions for panel A and panel B, but all of them should be submitted in one envelope.</li> </ul> <hr/> <p>Q: On the attendance register, I entered my details but the details that will be entered on the tender document will be that of the signatory. Will that be an issue?</p> <hr/> <ul style="list-style-type: none"> <li>No, that will not be an issue. Just ensure that the company name is the same.</li> </ul> <hr/> <p>Q: Our COIDA is expiring at the end of the month and the SACPCMP registration is expiring on 31 March. Can we use the expired COIDA and SACPCMP registration?</p> <hr/> <ul style="list-style-type: none"> <li>COIDA is not required at this stage. It will be required later after you have been appointed in the panel. SACPCMP registration has to be valid. To claim points, include No, that will not be an issue. Just ensure that the company name is the same.</li> </ul> <hr/> <p>Q: Do all parties of a joint venture have to be in attendance of this meeting?</p> <hr/> <ul style="list-style-type: none"> <li>No, only one party has to be in attendance. However, attendance by all parties would be helpful for awareness and improved knowledge</li> </ul> <hr/> <p>Q: The scope is not out at this stage, how must the tenderers complete the method statement?</p> <hr/> <p>The requirement is generic and is aimed at understanding the tenderer's methodology. The tenderers are required to provide proof with regards to criteria 1 and can therefore</p>	
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	use those projects to complete the method statement.	
<b>7.</b>	<b>CLOSURE</b>	<b>T. Mashababe</b>
	Mr. Tawanda Mashababe thanked everyone for attending and the meeting adjourned at 14:33.	