

PANEL A AND B OF CONTRACTORS - UPGRADES AND REFURBISHMENTS WITHIN EXISTING RESERVOIR AND PUMP STATION COMPLEXES AS AND WHEN BASIS FOR 36 MONTHS UNDER A FRAMEWORK CONTRACT

MINUTES OF TENDER BRIEFING SESSION

<u>CONTRACT NUMBER:</u>	JW14404
<u>CONTRACT TITLE:</u>	PANEL A AND B OF CONTRACTORS - UPGRADES AND REFURBISHMENTS WITHIN EXISTING RESERVOIR AND PUMP STATION COMPLEXES AS AND WHEN BASIS FOR 36 MONTHS UNDER A FRAMEWORK CONTRACT
<u>CONSULTANT:</u>	NOT APPLICABLE
<u>DATE OF MEETING:</u>	5 TH APRIL 2024
<u>TIME OF MEETING:</u>	13H00
<u>VENUE FOR MEETING:</u>	MICROSOFT TEAMS

1.	WELCOME AND INTRODUCTION	
1.1	Introduction	N. More
	Ms. Nthabiseng More introduced herself and the Johannesburg Water team.	
1.2	Attendance Register. Attendance register was distributed to meeting attendees on the following links. https://forms.gle/FPVxg4qS2tDkq3fCA (444 Entries) https://forms.office.com/r/QivmFVhwMG (170 Entries) Additional Entries on Chat Box (256)	
1.3	Contact Persons and Correspondences	
	Technical enquiries to be addressed to Ms. Nsuku Shibambu 011 688 6674 nsuku.shibambu@jwater.co.za General enquiries to be addressed to Ms. Nthabiseng More 011 688 1512 Nthabiseng.more@jwater.co.za	
2.	DESCRIPTION OF WORKS	T Mashababe
2.1	Site Location and Conditions	
	Project will be located on Existing Reservoir Sites (Panel A) and Existing Pumpstation sites (Panel B) located throughout the City of Johannesburg. Specific Site Location will be as per individual Work Package.	

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2.2	Scope of Works	
	<p>Scope of work will be specified for each work package on an as and when basis. All Contractors appointed to the panel will be given an opportunity to price for the Work Packages. The generic scope of works is as follows:</p> <p><u>Panel A (Reservoir Complexes)</u></p> <ul style="list-style-type: none"> • Internal Lining of existing Reservoirs; • Reservoir internal and Structural repairs; Valve Chambers; • Pipework within the reservoir complex, Slip lining, pipe replacement pipe upgrade, new pipes (bypasses); • Minor pump Station (Within Reservoir Complex) rehabilitation; • Telemetry; • Cathodic Protection; • CCTV; • Metering Within the Reservoir Complex; and • Any other Ad hoc work within the reservoir site. <p><u>Panel B (Pump Station Complexes)</u></p> <ul style="list-style-type: none"> • Pump replacement, upgrade and refurbishment; • Motor Replacement and Refurbishment; • Generators and alternative power installation, refurbishment and upgrade; • Valve Chambers; • CCTV; • Telemetry; • Cathodic Protection; • Metering within the pump station complex; • Control units (VSD PLC etc); • Pump house and other structural and building works; • Paving; and 	

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	<ul style="list-style-type: none"> Any other Ad hoc work within the Pump Station Complex. 	
2.3	Materials and Specifications	
	Specifications and material will be specified for each work package and will be accompanied by a Bill of Quantities.	
2.4	Special Conditions (Subcontracting)	
	<p>Clause Z10 – Special Conditions Page Number – C.21 30% of the Value of work to be subcontracted under the following conditions.</p> <p>Central Supplier Database (CSD) and must be from the LOCAL (Ward or Region) community and one of the following designated groups:</p> <ul style="list-style-type: none"> An EME or QSE which is at least 51% owned by black people; An EME or QSE which is at least 51% owned by black people who are youth; An EME or QSE which is at least 51% owned by black women; An EME or QSE which is at least 51% owned by black people with disabilities; An EME or QSE which is 51% owned by black people living in rural or underdeveloped areas or townships; A cooperative which is at least 51% owned by black people; An EME or QSE which is at least 51% owned by black people who are military veterans; an EME or QSE . 	
3.	PROCUREMENT PROCEDURES	N. More
3.1	Closing Date of Tender and Tender Validity	
	Tender Closing date extended to : 02 MAY 2024 @ 10:30. No late submissions will be accepted under any circumstances. Tender documents must be submitted in sealed envelopes, clearly marked with the reference number JW 14404 and they must be deposited in the tender box.	

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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 120 days (For Stage 2 – Allocation of Work Packages).</p> <p>All Queries to be submitted Seven (7) working days before closing (Page TP.4 Clause C.2.8).</p>	
3.2	SUBMISSION OF TENDER	N. More
	<p>Bid documents are available in PDF format, at no cost to the bidder, on the Johannesburg Water website (www.johannesburgwater.co.za) and on e-Tender Portal</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>Bid documents may not be submitted via the South African Post Office as only bid documents in the Bid</p>	

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	<p>Box at the time of closing will be taken into account.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>Bidders are to fill in the tender submission register at security after submitting their bids.</p> <p>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.</p> <hr/> <p>Ms. Nthabiseng More 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>	
3.3	MANDATORY DOCUMENTS	N. More
	Tenderers are to ensure that all required forms are completed and	

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	<p>signed.</p> <p>CIBD grading 5 CE or higher. Active Status at the required CIDB grading or higher at the time of Evaluation</p> <p>Mandatory Tender Briefing Meeting</p> <p>Completed and signed the Form of Offer</p> <p>Tenderers who FAIL to meet the mandatory criteria or requirements of tender will result in disqualification.</p>	
3.4	Returnable Documents	N. More
	<p>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> <hr/> <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>	
3.5	Evaluation Criteria	N. More T. Mashababe
	<p><u>PART 1 – APPOINTMENT TO THE PANEL</u></p> <p>MANDATORY REQUIREMENTS</p> <p>Bidders will be eliminated if they fail to complete (or submit) the following documentation:</p> <ul style="list-style-type: none"> • CIBD grading 5 CE (Panel A) and 5ME (Panel B) or higher. Active Status at the required CIDB grading or higher at the time of Evaluation • Mandatory Tender Briefing Meeting • Completed and signed the Form of Offer 	

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	<p>ADMINISTRATIVE REQUIREMENTS</p> <ul style="list-style-type: none"> • Signed Certificate of Authority to Sign or signed board resolution, • MBD 1 - Invitation to Bid • Central Supplier Database (CSD) Registration Number. • MBD 4 - Declaration of interest • MBD 6.1 - Preference Points Claim in Terms of The Preferential Procurement Regulations 2022 • MBD 8 - Declaration of bidder's past supply chain management practices • MBD 9 - Certificate of Independent Bid Determination • Valid BBEE Certificate issued by a SANAS accredited verification agency or DTI/CIPC BBEE Certificate for Exempted Micro Enterprises or Affidavit sworn under oath (To Claim Specific Goals) • Proof of municipal account / valid lease agreement, letter from the Ward Council confirming the business address (To Claim Specific Goals and for Administrative Compliance), • Joint Venture Consortium or equivalent Agreement signed by all parties if applicable. <p>Tenderers will be notified of any omitted, outstanding, missing and or incomplete administrative documents and will be offered a period of 3 days to complete or submit those pages i.e., Municipal Bidding Documents (MBD), authority to sign and other administrative documents that require completion and signatures. These exclude documentation on functionality, price and preference points for specific goals.</p> <ul style="list-style-type: none"> • Tenders that are received contrary to the above requirements will be disqualified after three (3) days period has lapsed. 	
	<hr/> <p>Bidders who fail to submit or fill in the above documents during</p>	

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	<p>Stage 1 will NOT be eligible to claim specific goals during Stage 2 evaluation.</p> <p>TECHNICAL REQUIREMENTS (Panel A – Page TP.16 & Panel B Page TP.23)</p> <p>The following Aspects will be evaluation for responsiveness.</p> <ul style="list-style-type: none"> • Experience with Respect Refurbishment or internal lining of Concrete Reservoirs (Panel A). • Experience with Respect to the Refurbishment of Pumpstation (Panel B) • Experience with Respect to Steel Pipe Projects (Panel A & B). • Contracts Manager's Experience (Panel A & B) • Site Manager's Experience (Panel A & B) • Safety Officer's Experience (Panel A & B) • Minimum Qualifying Score is 80 <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>	
3.6	<p>PART 2 – ALLOCATION PROCEDURE (PAGE TP.29)</p> <p>Post Award, Work Packages will be allocated as follows:</p> <ul style="list-style-type: none"> • Only Contractors who are appointed to either Panel A or Panel B • Contractors will be issued with Bills of Quantities, Drawings and Specifications for them to submit pricing proposals. • Contractors are given 14 days from date of Briefing session to respond and Available Resources. • Responses are evaluated with respect to Price and Specific Goals • Work Package is awarded to the Highest scoring bidder subject to Resource availability (See Page RD.33) • Validity Period is 120 Days 	

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3.7	<p><u>SPECIFIC GOALS</u></p> <table border="1"> <tr> <th data-bbox="300 360 742 667">The specific goals allocated points in terms of this tender</th><th data-bbox="746 360 970 667">Number of points allocated (80/20 system)</th><th data-bbox="975 360 1161 667">Number of points allocated (90/10 system)</th></tr> <tr> <td data-bbox="300 667 742 779">Businesses located within the boundaries of COJ municipality</td><td data-bbox="746 667 970 779">8</td><td data-bbox="975 667 1161 779">4</td></tr> <tr> <td data-bbox="300 779 742 891">Business owned by 51% or more-Women</td><td data-bbox="746 779 970 891">6</td><td data-bbox="975 779 1161 891">3</td></tr> <tr> <td data-bbox="300 891 742 1003">Business owned by 51% or more- by Black people</td><td data-bbox="746 891 970 1003">6</td><td data-bbox="975 891 1161 1003">3</td></tr> <tr> <td data-bbox="300 1003 742 1048">Total</td><td data-bbox="746 1003 970 1048">20</td><td data-bbox="975 1003 1161 1048">10</td></tr> </table> <p>Failure on the part of a tenderer to submit proof or documentation required in terms of this tenderto claim points for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.</p>	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	8	4	Business owned by 51% or more-Women	6	3	Business owned by 51% or more- by Black people	6	3	Total	20	10	
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Business owned by 51% or more- by Black people	6	3															
Total	20	10															
4.	OCCUPATIONAL HEALTH & SAFETY / ENVIRONMENTAL MANAGEMENT	M. Mosia															
4.1	<p>Completion and Submission of Documents</p> <p>The specifications will be issued out for specific work packages. Each work packages will have a project specific OH&S and Environmental Specifications.</p> <p>Minimum required qualifications and experience of personnel (Site Manager and OH&S Manager) have been specified in the tender document.</p>																
5.	STAKEHOLDER RELATIONS	T Mashababe															
5.1	Labour Intensive Construction Methods																
	The project will be implemented using labour intensive method where possible for jobs creation within the area. The contractor																

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	will communicate with the CLO regarding the employment of local labours. Unskilled Labour should be procured from the word the project is being implemented.	
5.2	Appointment of CLO	
	Community Liaison Officer (CLO) will be appointed through the assistance of CoJ and the Ward Councillor.	
6.	QUESTIONS AND ANSWERS	All
	<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"> The bill of quantities will be issued on Part two to all Contractors who will be appointed to the Panel. <hr/> <p>Q: Will references issued out to sub-contractor be accepted?</p> <hr/> <ul style="list-style-type: none"> Yes – However the new template requires you to also indicate the main client for the project. <hr/> <p>Q: Are we required to use the Template provided in the Tender Document?</p> <hr/> <ul style="list-style-type: none"> You are encouraged to use the template issued on the Tender Document; however your clients may use their own letterhead. You must however ensure that all information required by the evaluation criteria and outlined on the Template is included. <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"> 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 	

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	<p>Be Determined.</p> <hr/> <p>Q: Are you able to form Joint Ventures with two separate entities?</p> <hr/> <ul style="list-style-type: none"> Should the same entity (or Director(s) of entity appears in two different bids, they will be disqualified for Co-Bidding <hr/> <p>Q: Will document that are filled in electronically be accepted?</p> <hr/> <ul style="list-style-type: none"> Yes, documents filled in electronically will be accepted, However Bidders SHOULD NOT alter the contents or sequence of the original document. This will result in disqualification. <hr/> <p>Q; Will Johannesburg Water accept bidders who do not have the required experience outlined in the evaluation criteria?</p> <hr/> <ul style="list-style-type: none"> The technical evaluation criteria will require bidders to meet a minimum score of 80 points. This means they may perform poorly on other criteria and make up the score using other criteria. This is applicable to other criteria as well. <hr/> <p>Q: Do both partners of a Joint Venture have to be in the compulsory briefing session?</p> <hr/> <ul style="list-style-type: none"> Johannesburg Water requires only one (1) member of the Joint venture to be present in the briefing session. Johannesburg Water will assume that information share during the briefing session will be made available to the absent Joint Venture Partner. <hr/> <p>Q: How do Joint Ventures fill in the MBD forms and how do they place them in the document?</p> <hr/> <ul style="list-style-type: none"> Each Joint venture partner should complete all the MBD forms separately. The MBD forms of the JV partner should be attached as 	
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	<p>an annexure after the original tender document and indexed clearly</p> <ul style="list-style-type: none"> For those submitting a BBBEE certificates as a joint venture; a combine Joint venture certificate will be required. <hr/> <p>Q: Will you bid be accepted if you are registered on CIDB grade 4 Potentially Emerging (CE or ME)?</p> <hr/> <ul style="list-style-type: none"> Johannesburg Water will not be offering any support to appointed Contractors but rather will require them to support SMMEs procured for the project. The Potentially Emerging status will not be considered. <hr/> <p>Q: Are Contractors able to submit a bid when they are still in the process of upgrading their CIDB grading and submit such proof.</p> <hr/> <ul style="list-style-type: none"> Contractors may submit bids while in the process of upgrading their CIDB Grading. However, at the time of evaluation, Johannesburg Water will only consider Bidders that have already registered in the appropriate grade. <hr/>	
7.	CLOSURE	T. Mashababe
	Mr. Tawanda Mashababe thanked everyone for attending and the meeting adjourned at 15:15.	

Note: THERE IS ADDENDUM ISSUED.

1. The additional briefing meeting is compulsory be held on 22 April 2024 at 13:00. However, attendees of the meeting held on 05 April 2024 at 13:00 need not to attend.

2. Amendment of Criteria.

3. Tenderers are notified that the Tender Closing date is extended from 25 April 2024 to 02 May 2024.

4. Changing of CIDB Grade Error from 6CE to 5CE and 6ME to 5ME.

5. The addendum is published on JW Website.

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