

CONTRACT JW CYD 011/23
SUPPLY, DELIVERY, INSTALLATION, AND COMMISSIONING OF COMPOUND MICROSCOPE
WITH HIGH-QUALITY FLUORESCENCE ILLUMINATOR, IMAGING SYSTEM ON A ONCE OFF
BASIS

TENDER BRIEFING - MINUTES

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| <u>CONTRACT NUMBER:</u> | JW CYD 011/23 |
| <u>CONTRACT TITLE:</u> | SUPPLY, DELIVERY, INSTALLATION, AND COMMISSIONING OF COMPOUND MICROSCOPE WITH HIGH-QUALITY FLUORESCENCE ILLUMINATOR, IMAGING SYSTEM ON A ONCE OFF BASIS |
| <u>DEPARTMENT:</u> | OPERATIONS SUPPORT |
| <u>DATE OF MEETING:</u> | 16 AUGUST 2024 |
| <u>TIME OF MEETING:</u> | 11:00 |
| <u>VENUE FOR MEETING:</u> | HEAD OFFICE MAIN BOARDROOM |
| <u>CLOSING DATE:</u> | 23 AUGUST 2024 |
| <u>CLOSING TIME:</u> | 10:30AM |

1. WELCOME

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

| NAME & SURNAME | EMAIL ADDRESS | DEPARTMENT |
|---------------------------|--|--------------------|
| Gcina Ndela | Gcina.ndela@jwater.co.za | Supply Chain |
| Sinna Hlongwane | Sinna.hlongwane@jwater.co.za | Supply Chain |
| Yolisa | | Operations Support |

2. CONTACT PERSONS

Ms Nondalo Shandu

Email: nondalo.shandu@jwater.co.za

Telephone number: 011 483 9500

Ms. Gcina Ndela

Email: gcina.ndela@jwater.co.za

Telephonenumber: 011 688-1796

3. SUPPLY CHAIN MANAGEMENT PRESENTATION BY Ms GCINA NDELA

- Ms Gcina Ndela indicated that this is an open tender and the meeting is NON-COMPULSORY, therefore bidders who did not attend the meeting will be considered for this tender. Bidders must ensure that they sign the attendance register.

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- Tender documents are available in PDF format at no cost on Johannesburg Water website (www.johannesburgwater.co.za) and on eTenders.gov.za as of 5 August 2024.
- 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 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.
- 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).
- Tender documents may be completed electronically without altering or tampering of any of the text (terms, conditions, specifications etc.) in the tender documents.
- The tender document must be completed in full, and all the forms must be fully completed and signed accordingly. Tenderers must refer to the checklist on page 5 to 7 of the tender document for guidance.
- 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 are **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.

SPECIFIC GOALS POINTS ALLOCATION

- 5 Points for Business owned by 51% or more – Black Youth
- 5 Points for Business owned by 51% or more- black people with disabilities.
- 5 Points Business owned by Women.
- 5 Points for Business classified as EME'S.

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- 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.
- 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 16 August 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.

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- 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.
- 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 – Firm Prices MBD 3.1
7. A completed and signed Declaration of Interest form MBD 4
8. A completed and signed Preference Points (Specific Goals) 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)

Ms Yolisa presented the following:

4. SCOPE OF WORK

The scope of work was outlined and explained to the potential bidders.

The upright motorized microscope must include a fully motorized body with electronic controls for complete operation. It should deliver high-quality imaging across various specimens, both stained and unstained, with enhanced contrast and visibility. The microscope features an intelligent DIC (differential interference contrast) sextuple nosepiece and a mechanical stage with a ceramic-coated, rotatable plate designed for right-hand handling.

It is equipped with PLAN Fluoride objectives and objective lenses that support phase DIC and fluorescence observation in magnifications of 4x, 10x, 20x, 40x, 50x, and 100x (oil). The microscope should interface with a control unit, PC, and camera, including all necessary power cords and connecting cables. A suitable dust cover for the microscope is also required.

5. EVALUATION CRITERIA

The tender has one evaluation criteria, The experience of supply, delivery, installation, and commissioning can be obtained from multiple clients.

6. TENDER DATES

Tender Closing: **10:30 on 23 August 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 CYD 011/23** and they must be deposited in the tender box. Under no circumstances must the tender document be given to JW employees or security personnel.

7. QUESTIONS AND ANSWERS

Question 1: Items 3 and 6: Regarding the illumination you require a system with Phase Contrast and DIC. On which objectives do you require to use DIC on and which should have Phase contrast? It is highly advised due to the contrast that this is not done on the same objective but on separate objectives.

Answer 1: The microscope doesn't require a phase contrast.

Question 2: Item 4: Stage – should it be motorized, are you referring to an XY motorized stage? NB: The stage mentioned on the tender document is more for materials as it is rotatable. For biological samples as in your case an XY motorized system is suitable

Answer 2: The stage can be both manual or motorized

Question 3: Item 11 (a): Kindly advise on the minimum megapixels for the camera?

Answer 3: minimum megapixels can vary from 7-10mp

Question 4: Item 11(b): What functionality is required from Software? Cell counting? Size? NB: The functionalities listed are more for material samples such as rocks where they look at multiphases and grain size analysis etc. For biological samples, most customers require Z-stacking, cell counting, some measurements etc...

Answer 4: The tender document did not add the software functionality output requirements, and this should be perhaps added with the addendum.

CLOSURE

Should bidders need any clarity, all queries are to be submitted no later than 21 August 2024 at 16:00.

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

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