

<b>CLIENT</b>	<b>: JOHANNESBURG WATER SOC LTD</b>
<b>PROJECT</b>	<b>: LINBRO PARK TOWER</b>
<b>AGENDA</b>	<b>: TENDER BRIEFING</b>
<b>DATE</b>	<b>: 11 NOVEMBER 2024</b>
<b>TIME</b>	<b>: 13:00 HOURS</b>
<b>VENUE</b>	<b>: LINBRO PARK RESERVOIR SITE</b>
<b>CONSULTANT</b>	<b>: KEON TECHNO JV</b>
<b>CONTRACT No.</b>	<b>: JW 14406 LINBRO PARK TOWER (WITH ASSOCIATED WORKS)</b>

**TENDERERS:**

As per attached attendance register

**JOBURG WATER REPRESENTATIVES**

As per attached attendance register

Item	Discussion Point	Action
1.	<b>Opening</b> SCM welcomed all present	SCM
2.	<b>Objective</b> The purpose of the meeting was to discuss the content of the tender document, provide guidance in terms of the tender process, discuss technical scope and give an opportunity to tenderers to ask questions etc.	
3.	<b>The agenda as mentioned below was discussed:</b> <ul style="list-style-type: none"> <li>Supply Chain Management Presentation</li> <li>Project Management Presentation</li> <li>OHS and EMS Presentation.</li> </ul> <b>Question and Answer</b>	
4.	<b>SCM PRESENTATION</b> <ul style="list-style-type: none"> <li><b>Briefing is compulsory.</b></li> <li>Ensure to write eligibly, ensure alternate email and numbers.</li> <li>Fill attendance register.</li> </ul>	SCM

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	<ul style="list-style-type: none"> <li>Don't take pictures of the attendance register.</li> <li>Tender is open until the <b>5<sup>th</sup> of December at 10:30am</b></li> </ul>	
<b>4.1</b>	<b>TENDER SUBMISSION</b>	
	<ul style="list-style-type: none"> <li>Tender is available on the JW website and eTender portal; the electronic copy will be printed by the tenderer.</li> <li>The tenderer is not to mess with the sequence of the document.</li> <li>Submissions to be hardcopy and bound/Arch lever files, no loose papers.</li> <li>Complete document in full and with black non-erasable ink.</li> <li>Tender document can be filled electronically but to be submitted as hard copy.</li> <li>No correctional fluid (Tippex) to be used. Use one line to cancel out the mistake and authenticate by signing or initializing.</li> <li>Submissions to be hard copy documents and Usb. *Usb is not compulsory</li> <li>Tenderers tendering as JV must submit a JV construction sector BBBEE certificate.</li> <li>In bids where consortia / joint ventures / sub-contractors are involved; each party must submit a separate TCS certificate / pin / CSD number.</li> <li>Required CIDB grading is 8CE or higher.</li> <li>Tenderers should be registered on the CIPC database and Tax compliant.</li> <li>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.</li> <li>The <b>90/10-point</b> scoring system will be used. 90 points for the price and 10 for the specific goals. The Specific Goal Allocation will be scored as follows: <ul style="list-style-type: none"> <li>4 points for business located within the boundaries of COJ municipality.</li> <li>6 points for businesses owned by 51 % or more women.</li> </ul> </li> <li>Tender will be valid for 150 days.</li> <li>Co bidding is prohibited.</li> <li>Tenderer to clearly indicated Company name on the envelope of tender submission cover.</li> <li>Couriers can be used but JW will not be held liable for any loss or damage to tender submission by appointed party.</li> </ul>	

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	<ul style="list-style-type: none"><li>Tender submissions to be deposited in the tender box or placed on top of the box as the submission may not fit into the slot.</li><li>Tender opening will be public and will be done immediately after closing.</li></ul> <p><b><u>SUPPORTING DOCUMENTS:</u></b></p> <ul style="list-style-type: none"><li>SARS TAX pin</li><li>Municipal statement of account</li><li>3 Year Financial Statements</li><li>Joint Venture to submit signed agreement by all parties.</li><li>Copy of valid BBBEE Certificate or Sworn Affidavit</li><li><b>Completed and signed:</b></li><li>MBD 1</li><li>MBD 4</li><li>MBD 5</li><li>MBD 6.1</li><li>MBD 8</li><li>MBD 9</li></ul> <p>All bids are to be submitted at the Johannesburg Water head Office, address below: <b>TURBINE HALL 65 NTEMI PILISO STREET NEWTOWN JOHANNESBURG, 2001</b></p>	
5.	<b>RECORD OF DISCUSSION</b>	
	This is a compulsory Briefing meeting; the meeting is being recorded for record purposes. An attendance register was circulated to all attendees, and this will be used as proof that attendance did take place.	
6.	<b>TECHNICAL SCOPE OF WORKS</b>	
	<p><b>PSP</b> presented the scope of works:</p> <p>The project involves the construction of a new 3,0 MI Elevated Water Tower as well as a new Pump Station and Bulk Pipeline. These works will comprise Civil, Structural,</p>	<b>PSP</b>

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	<p>Mechanical and Electrical Engineering elements.</p> <p>The above works includes the following:</p> <ul style="list-style-type: none"> <li>• Construction of new elevated reinforced concrete water tower with a capacity of 3ML.</li> <li>• Construction of all associated pipework and chambers in the reservoir complex.</li> <li>• Construction of pump station to supply the new tower.</li> <li>• Cathodic Protection and Telemetry requirements.</li> <li>• Construction of bulk distribution pipeline.</li> <li>• Construction of security features.</li> <li>• • Installation of an appropriate standby generator.</li> </ul>	
7.	<b>EVALUATION CRITERIA</b>	
	<p>The tender evaluation process comprises of four stages:</p> <p>Stage 1: Mandatory Requirements, which are non-negotiable.</p> <ul style="list-style-type: none"> <li>• Tenderers should have an active Contractor CIDB grading of 8CE or Higher-Active status at the required CIDB grading at the time of Evaluation.</li> <li>• Attendance of the Tender Briefing Meeting is compulsory.</li> <li>• The Form of Offer must be completed and signed.</li> </ul> <p>Stage 2: Administrative Evaluation</p> <ul style="list-style-type: none"> <li>• All relevant forms must be completed and submitted.</li> </ul> <p>Stage 3: Functionality/Technical Requirement</p> <p>The documents required as evidence must be submitted to qualify for scoring on each criterion.</p> <p>Stage 4: Preferential Procurement Goals and Pricing Evaluation</p>	<b>PMU/PSP</b>

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9.	<b>OHS AND ENVIRONMENTAL</b>	
	<b>ENVIROMENTAL PRESENTATION</b> <ul style="list-style-type: none"> <li>Contractor is required to comply with JW Environmental Management Plan, any relevant applicable legislation where required.</li> <li>The Contractor is required to submit the Environmental file:</li> <li><b>Environmental File requirements</b></li> <li>Environmental file requirements will be presented in the induction once the tender is awarded.</li> <li>Environmental file is required to obtain 80% to be approved.</li> <li>An approval letter / rejection letter will be submitted to the Contractor once evaluation is completed.</li> <li><b>KEY Personnel:</b></li> <li>Minimum Requirements for the appointment of the SHE Officer (for unauthorized projects):</li> <li>National Diploma in Safety &amp;</li> <li>ISO14001:2015 (Introduction/Awareness, implementation, and auditing</li> <li>ISO14001:2015) + 2 years' Experience</li> <li>OR</li> <li>National Diploma in Environmental Management + 2 years' Experience OR</li> <li>NEBOSH / SAMTRAC &amp; Basic</li> <li>ISO14001:2015/ Basic Environmental Awareness (Introduction and Implementations to ISO14001:2015) + 4 years' Experience.</li> <li>Register with SACPCMP</li> <li><b>Performance and Monitoring of the Project</b></li> <li>JW Environmental Section will conduct Monthly Audit</li> <li>The Contractor is required to obtain minimum score of 93% to pass the audit.</li> <li>Site Inspection will be conducted as and when required.</li> <li>Attend Monthly Progress Meeting</li> <li>The contractor will have to appoint an onsite environmental representative.</li> <li>At completion contractor is required to perform a rehabilitation program.</li> </ul>	<b>JW</b>
	<b>OHS PRESENTATION</b>	

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	<p>OHS specifications and annexures its only for noting and not returnable, Contractor is required to sign acknowledgement of OHS Spec form (JW 6.4) and return it with the document.</p> <p>Tenderer must go through the ohs spec and annexures (medical screening policy. Baseline Risk Assessment policy) to ensure that all safety related costs are catered for in the BOQ.</p> <p>Safety Officer must be fully registered with SACPCMP, and have trainings as listed in the tender document.</p> <p>The client will apply for work permit once the contractor is appointed as the project requires a permit.</p>	
<b>10.</b>	<b>GENERAL/ QUESTIONS AND ANSWERS</b>	
	<p>Question: Are we allowed to submit only excel BOQ or handwritten</p> <p>Answer: There is an excel and pdf BOQ attached and the BOQ can be submitted typed or handwritten. Original BOQ on the tender document must remain in the submission document and not removed.</p> <p>Question: Are we allowed to submit sub-contractors for mechanical works.</p> <p>Answer: The CVs can be included but must be under bidding company letterhead or format.</p> <p>Question: It's the Submission of tender drawings with bid document compulsory</p> <p>Answer: No need to submit drawings for bid.</p> <p>Question: Does Safety Officer qualify if they have certifications and registrations and without diploma</p> <p>Answer: Yes, a Safety Officer without a diploma but registered with the SACPCMP is accepted</p>	
<b>11.</b>	<b>COMMUNICATION PROCEDURE</b>	
<b>12.</b>	<b>BID CLOSING DATE</b>	
	<p>The closing date for the bid is <b>5 December 2024 at 10h30</b>. It was stressed that Tenderers are to ensure that they submit their bids on time as late bids will not be accepted. The box is located at the Johannesburg Water Head Office at 65 Ntengi</p>	

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	Piliso Street, Newtown, Johannesburg and is accessible to the public 7 days a week from 06h00 to 18h00.	
13.	<b>CLOSING</b>	
	Meeting was adjourned at 14:05	

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