

CONTRACT JW CYD 066/24
GROUNDWATER MONITORING AT VARIOUS WASTEWATER TREATMENT WORKS FOR
A PERIOD OF 36 MONTHS

TENDER BRIEFING - MINUTES

<u>CONTRACT NUMBER:</u>	JW CYD 066/24
<u>CONTRACT TITLE:</u>	GROUNDWATER MONITORING AT VARIOUS WASTEWATER TREATMENT WORKS FOR A PERIOD OF 36 MONTHS
<u>DEPARTMENT:</u>	OPERATIONS SUPPORT
<u>DATE OF MEETING:</u>	1 APRIL 2025
<u>TIME OF MEETING:</u>	12:00
<u>VENUE FOR MEETING:</u>	65 NTEMI PILISO STREET, NEWTOWN, AUDITORIUM
<u>CLOSING DATE:</u>	23 APRIL 2025
<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
Hope Makola	Hope.makola@jwater.co.za	Operations Support

2. CONTACT PERSONS

Ms Hope Makola

Email: hope.makola@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 **NOT COMPULSORY**, therefore bidders who did not attend the meeting will be considered for this tender.
- 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 20 March 2025.

CONTRACT JW CYD 066/24
GROUNDWATER MONITORING AT VARIOUS WASTEWATER TREATMENT WORKS FOR
A PERIOD OF 36 MONTHS

TENDER BRIEFING - MINUTES

- 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

- 10 points for SMME (An EME or QSE) owned by 51% or more - Black People
- 10 points for Business owned by 51% or more – Black Youth
- 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.

CONTRACT JW CYD 066/24
GROUNDWATER MONITORING AT VARIOUS WASTEWATER TREATMENT WORKS FOR
A PERIOD OF 36 MONTHS

TENDER BRIEFING - MINUTES

-
- 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 23 April 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.
- 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

CONTRACT JW CYD 066/24
GROUNDWATER MONITORING AT VARIOUS WASTEWATER TREATMENT WORKS FOR
A PERIOD OF 36 MONTHS

TENDER BRIEFING - MINUTES

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 sent to tenderers as there might be a problem with the emails sent 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 Ntengi 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 Hope Makola presented the following:

4. SCOPE OF WORK

- Tenderers were informed of the scope of work as follows:
 1. That collection of bailers and bottles from Cydna Laboratory will be requirement to ensure that proper sterilised equipment is used during sampling
 2. That at each borehole, they will be required to measure the depth of the water, pump the borehole, take the samples and undertake the field tests, namely pH, Conductivity, Dissolved oxygen and Dissolved solids.
 3. That delivery of the samples to Cydna laboratory should be no later than 13:00.
 4. That proper closing of the decommissioned boreholes will be requirement.
 5. That drilling of new boreholes where necessary will also be a requirement, however a once-off.
 6. That they will be required to submit a report on the work undertaken, including the field tests, interpretation of the results received from Cydna laboratory and the recommendations thereof.
- The frequency of sampling was indicated to the tenderers as quarterly, and details of the various Wastewater Treatment Works and Boreholes were shared with the tenderers.

5. EVALUATION CRITERIA

- It was reiterated that the focus will be on the Tenderers experience with respect to Groundwater monitoring.
- Tenderers were advised that non-submission of relevant reference letters would result in elimination, while just one relevant reference letter would result in a minimum qualifying score and two or more letters would result in maximum score.
- Tenderers were advised of the importance of letting the referees to be the ones to complete the letters and sign.
- Tenderers told to refrain from completing the reference and falsifying signatures, as reference letters were at a later stage going to be verified.

6. PRICING

- Tenderers were advised to complete the pricing schedules in full and to avoid leaving blank spaces.
- It was indicated that the estimated quantities may vary from quarter to quarter, due to reasons such as accessibility to the points or dry boreholes.

CONTRACT JW CYD 066/24
GROUNDWATER MONITORING AT VARIOUS WASTEWATER TREATMENT WORKS FOR
A PERIOD OF 36 MONTHS

TENDER BRIEFING - MINUTES

- Tenderers were informed drilling of new boreholes and closing of the decommissioned ones will be done as once-off.
- It was indicated that the price summary for three years should be completed in full.

7. TENDER DATES

Tender Closing: **10:30 on 23 April 2025**. 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 055/23 R** and they must be deposited in the tender box. Under no circumstances must the tender document be given to JW employee or security personnel.

8. QUESTIONS AND ANSWERS

- **Question 1:** Is JW looking for a holistic supplier or can suppliers bid drilling only?

Answer 1: A Supplier can bid for drilling only

- **Question 2:** Is there a specific design for drilling?

Answer 2: The design will just follow the already existing boreholes as indicated under the scope of work below borehole details

- **Question 3:** Do the holes have to be filtered?

Answer 3: No

- **Question 4:** Will JW provide security?

Answer 4: if you inform us when you will be on-site, then security can be arranged as our in-house Samplers are escorted to these points

CLOSURE

Should bidders need any clarity, all queries are to be submitted 10 days before the closing date.

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