

**REPAIRS AND MAINTENANCE OF BULK WASTEWATER PUMPSTATIONS AS AND
WHEN REQUIRED FOR A PERIOD OF 36 MONTHS
TENDER BRIEFING - MINUTES**

<u>CONTRACT NUMBER:</u>	JW OPS 066/24
<u>CONTRACT TITLE:</u>	REPAIRS AND MAINTENANCE OF BULK WASTEWATER PUMPSTATIONS AS AND WHEN REQUIRED FOR A PERIOD OF 36 MONTHS
<u>DEPARTMENT:</u>	OPERATIONS BULK WASTEWATER
<u>DATE OF MEETING:</u>	13 AUGUST 2025
<u>TIME OF MEETING:</u>	13:00
<u>VENUE FOR MEETING:</u>	OLIFANTSVLEI WASTERWATER TREATMENT WORKS
<u>CLOSING DATE:</u>	11 SEPTEMBER 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
Keorapetse Nyokong	Keorapetse.nyokong@jwater.co.za	Operations BWW

2. **CONTACT PERSONS**

Mr Keorapetse Nyokong

Email: keorapetse.nyokong@jwater.co.za

Telephone number: 011 959 3964

Ms. Gcina Ndela

Email: gcina.ndela@jwater.co.za

Telephonenumber: 011 688-1796

3. **SCM – ADMIN AND BID DOCUMENTATION PRESENTATION BY Ms Gcina Ndela**

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

**REPAIRS AND MAINTENANCE OF BULK WASTEWATER PUMPSTATIONS AS AND
WHEN REQUIRED FOR A PERIOD OF 36 MONTHS
TENDER BRIEFING - MINUTES**

- 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 4 August 2025.
- 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. The order of the documents must be as set out as on the Web page and all pages arranged correctly.
- The tender document must be filled in using black ink only, any other colour pen or pencil is prohibited.
- Tender documents may be completed electronically without altering or tampering of any of the text (terms, conditions, specifications etc.) in the tender documents.
- Any mistakes must be struck-off and corrected with a single black ink line and signed (authenticated) by the tenderer. Tenderers were also advised to sign (authenticate) each alteration where there are any to avoid being disqualified.
- The use of correction fluid (Tippex) to correct mistakes is not allowed and if used the tender will be disqualified.
- The tender document must be completed in full, and all the forms must be fully completed and signed accordingly. Tenderers must not leave any blank spaces upon completion of the tender document.
- Tenderers must refer to the checklist on page 6 to 9 of the tender document for guidance.
- Make sure that your pricing schedule is fully completed and signed.
- Each bid must be submitted in a separate, properly sealed envelope/ package on which the Name, email address and telephone number of the tenderer must be indicated. The Tender number and Description must be clearly written on the envelope/ package.
- 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. JW will not be held liable for any documents that are not in the tender box at the time of closing.

**REPAIRS AND MAINTENANCE OF BULK WASTEWATER PUMPSTATIONS AS AND
WHEN REQUIRED FOR A PERIOD OF 36 MONTHS
TENDER BRIEFING - MINUTES**

- 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 make sure that they read and understand the requirements of the tender. Should tenderers need any clarity, they are encouraged to email the contact Gcina Ndela and **Africa Masuku/ Sthembile Dladla** (contact details are on the cover page of the tender document).
- Tenderers are required to submit a hard copy document 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 90/10 or 80/20 points scoring system will be applicable to this tender. 90/80 points will be allocated to Price and the remaining 10/20 points will be for specific goals.
- The required CIDB grading of 7EP/ME or higher. Active Status at the required CIDB grading or higher at the time of Evaluation

SPECIFIC GOALS POINTS ALLOCATION

90/10 SCORING

- 5 points for Businesses located within the boundaries of Gauteng Province
- 5 points for Business owned by 51% or more- Black youth

80/20 SCORING

- 10 points for Businesses located within the boundaries of Gauteng Province
- 10 points for Business owned by 51% or more- Black youth
- Attention must be brought to the documentation the tenderers must submit in order for 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.

**REPAIRS AND MAINTENANCE OF BULK WASTEWATER PUMPSTATIONS AS AND
WHEN REQUIRED FOR A PERIOD OF 36 MONTHS
TENDER BRIEFING - MINUTES**

- In bids where consortia / joint ventures / sub-contractors are involved; each party must submit a separate TCS certificate / pin / CSD number.
- 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 truthfully declare all other company interests they may have, with specific reference to Question 3.14, of which if not fully completed, might lead to disqualification. Tenderers are encouraged to utilise the CIPC bizportal (www.bizportal.gov.za) , free registration to check the companies for which a director is a director for. This can be done by inserting an ID number for the director tendering and the portal will show all companies, whether active or not.
- No bids will be considered from persons in the service of the state.
- 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. This communication might include addendums to tender for extension of closing dates, changes in the tender specification, changes in pricing schedules, or any other matter affecting the tender in question, and which might have an impact on how tenderers respond.
- 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 encouraged to note the closing date and time of the tender; late tenders will not be accepted. The closing date for this tender is 11 SEPTEMBER 2025 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.

**REPAIRS AND MAINTENANCE OF BULK WASTEWATER PUMPSTATIONS AS AND
WHEN REQUIRED FOR A PERIOD OF 36 MONTHS
TENDER BRIEFING - MINUTES**

SUPPORTING DOCUMENTS

1. SARS one-time TAX PIN
2. Where business and/or director premises are owned, a municipal rates and taxes statement of account must be submitted (not older than three (03) months and NOT IN ARREARS for more than 90days). If in arrears an acknowledgement of debt agreement must be entered into with municipality concerned and submitted with the tender.
3. Where business and/or director premises are leased/ hired/ rented, a valid lease agreement should be submitted duly signed and indicating the address at which the business is situated and where the director resides. The lease should be valid and active at time of tender submission and closing.
4. 3-year financial statements (audited where applicable) , especially in instances where the tendered value is estimated to exceed R10million including VAT.
5. Joint Venture / Consortium Agreement signed by all parties.
6. Valid BBBEE Certificate issued by a SANAS accredited verification agency or copy thereof or a valid (EME/QSE) sworn affidavit/ or CIPC EME affidavit
7. A completed and signed Invitation to Bid form MBD 1
8. A completed and signed Declaration of Interest form MBD 4
9. A completed and signed Declaration for procurement above R10 Million (all applicable taxes included) Completed and signed MBD 5
10. A completed and signed Preference Points (Specific Goals) Claim Form MBD 6.1
11. A completed and signed Declaration of Bidder's Past Supply Chain Management Practices MBD 8
12. A completed and signed Certificate of Independent Bid Determination (MBD 9)

4. TECHNICAL PRESENTATION

Mr. Keorapetse Nyokong presented the following:

SCOPE OF WORK

The contract scope will cover scope of work related to repairs, maintenance and replacement of the components in the pump stations on an as-and-when-required basis at various Bulk Wastewater Works sites to ensure optimal functionality of these sites.

Strip and Quote: Strip, assess, inspect, test, define the problem, define the scope and submit quote and reassemble.

**REPAIRS AND MAINTENANCE OF BULK WASTEWATER PUMPSTATIONS AS AND
WHEN REQUIRED FOR A PERIOD OF 36 MONTHS
TENDER BRIEFING - MINUTES**

Strip, quote and repair: Strip, assess, inspect, test, define the problem, define the scope and submit quote, repair, reassemble, re-install, test and commission.

Pump inspection, removal, and re-installation

- Inspection: check for wear on components like impellers, shafts, sleeves, wear rings or plates. Look for signs of cavitation or corrosion¹
- Pump removal: Regularly remove to inspect and maintain them. Ensure electrical isolation before removal
- Pump re-installation: re-install the pump after inspection, repairs or maintenance.

Chamber Cleaning

- Debris removal: Use appropriate equipment to remove silt and debris from the chambers
- General cleaning: washing down walls and clean chamber walls thoroughly to prevent buildup including cleaning of other related equipment.

Valve Maintenance

- Valve exercise: Regularly exercise valves to ensure they operate smoothly.
- Inline valve checks: Inspect inline valves for proper function.
- Valve pressure/leak testing

Level Switch Checks

- Verify that level switches are functioning correctly after cleaning the chamber.

Electrical System Checks and repairs

- Conduct regular electrical inspections:
 - Test motor windings for continuity and undertake repairs if needed
 - Check wiring integrity and undertake repairs if needed
 - Ensure capacitors are functioning correctly

Mechanical Component inspections and replacements

- Inspect seals/gaskets, bearing; replace if damaged.
- Tighten loose connections in pump housings/connections.
- Replace worn-out parts such as seals, gaskets, or bearings promptly.

Pumpstation Civil and building works: This will include general pump station minor building repairs, signage maintenance (supply, deliver and install) , pump stands maintenance and repairs etc. The scope of work be extended to include pipe work and pipeline work. This will include repair and replacements of the leaking pipes, pipe specials/fittings and pipeline sections, damaged or missing pipework supports,

Pump replacement and associated components such as pipework, valves, electric actuators etc. at the pump stations.

Measuring devices associated with pumpstations: repairs, maintenance and calibration of all measuring devices installed upstream, inside and downstream pumpstations.

**REPAIRS AND MAINTENANCE OF BULK WASTEWATER PUMPSTATIONS AS AND
WHEN REQUIRED FOR A PERIOD OF 36 MONTHS
TENDER BRIEFING - MINUTES**

Specialized work to be approved**Troubleshooting Common Issues:****Clear blockages****Overheating**

- Ensure proper ventilation around pumps.
- Inspect cooling systems; clean clogged fins/filters if necessary.

Leaks

- Tighten loose connections in pump housings/connections.

Record Keeping:

- Maintain detailed records of all maintenance activities performed on the station.

Safety Protocols:

- Ensure all work is conducted with appropriate safety measures in place, especially during confined space entry operations at pump chambers.

Spare, replacements parts and tools

- Supply, delivery, offload or install spare/replacement parts and tools used for the repairs and maintenance of pumpstations (gas-detectors, adjustable wrenches, toolbox complete with standard tools, etc.)

EVALUATION

CRITERIA NO #	CRITERIA	EVIDENCE	SUB-CRITERIA/CLAUSE	WEIGHTING	SCORE
1.	Company's Experience The Tenderer (Company) is required to demonstrate experience in installations/repairs/refurbishments/maintenance of pumpstations for portable water or wastewater treatment plants.	The Tenderer (Company) must provide relevant reference letters or completion certificates with proof that they have executed and successfully completed the required works (projects) as outlined in Category 1. <i>This document must be completed by the referee and included in the tender submission. Alternatively, the client's letterhead may be used for this purpose provided it complies with the functional criteria requirements. A separate form must be completed for each reference as required in the evaluation criteria. The Information provided will be verified and if found to be false or misrepresented, punitive</i>	Total Number of successful completed projects in respect to relevant experience. Less than two (2) projects Two (2) to four (4) projects More than 4 projects	25	
					0
					15
					25

**REPAIRS AND MAINTENANCE OF BULK WASTEWATER PUMPSTATIONS AS AND
WHEN REQUIRED FOR A PERIOD OF 36 MONTHS
TENDER BRIEFING - MINUTES**

		<i>measures will be instituted against the respective party including blacklisting and restriction from participating in any future government tender.</i>			
2.	Financial Capacity The Tenderer (Company) to demonstrate successful completion of the projects to the total minimum value R 10 million in related scope of work.	The Tenderer (Company) must submit project completion certificate(s) or reference letter(s) as proof of the total rand value(s) and scope(s) of works of the project(s) that were successfully completed by the Tenderer in relation to the relevant scope of work.	Total combined rand value of successfully completed project(s) in relation to relevant scope of work Total rand value of all projects is below R10 million Total rand value of at least one completed project is R10 million or above but less than R13 million Total rand value of at least one completed project is R13 million or above.	35	 0 21 35
3.	Qualifications of Artisan	The tenderer is required to submit the following certified copy of qualifications and identity documents for two key personnel (Electrician/Fitter/Millwright) who will be assigned for the execution of the work. Trade Test Certificates	Bidder is to submit certified proof of the specified qualification The bidder did not provide certified copy of the required qualification Certified copy of Trade Test Certificate: 1 x Electrician and 1 x Fitter. or 1 x Millwright and 1 x Fitter. or 1 x Electrician and 1 x Millwright Certified copies of <i>Electrician/Fitter/Millwright</i> Trade Test Certificate plus N3 (NQF 4) or Higher Mechanical/Electrical Qualification Certificate	15	 0 9 15
4.	Experience of Artisan 1	The tenderer must submit CVs of their key personnel describing their relevant work experience in related scope of work. NB: CV's must be signed by candidates	Total Years of Experience in respect to related scope of work for each submitted personnel. Less than three (3) years Three (3) years or more but less than five (5) years Five (5) years or more	12.5	 0 7.5 12.5
5.	Experience of Artisan 2		Total Years of Experience in respect to related scope of work for each submitted personnel. Less than three (3) years Three (3) years or more but less than five (5) years	12.5	 0 7.5

**REPAIRS AND MAINTENANCE OF BULK WASTEWATER PUMPSTATIONS AS AND
WHEN REQUIRED FOR A PERIOD OF 36 MONTHS
TENDER BRIEFING - MINUTES**

			Five (5) years or more		12.5
MINIMUM QUALIFYING SCORE					60
TOTAL					100

**REPAIRS AND MAINTENANCE OF BULK WASTEWATER PUMPSTATIONS AS AND
WHEN REQUIRED FOR A PERIOD OF 36 MONTHS
TENDER BRIEFING - MINUTES**

5. TENDER DATES

Tender Closing: **10:30am** on **11 September 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 OPS 066/24 and they must be deposited in the tender box. Under no circumstances must the tender document be given to JW employee or security personnel.

QUESTION & ANSWER SESSION

<u>No</u>	<u>QUESTIONS</u>	<u>RESPONSES</u>
1	Will the bidders get disqualified if they don't have a workshop facility?	If there is proof in a form of a signed agreement between the workshop owner and bidder, the bidder will be evaluated further.
2	Evaluation criteria 2: is it referring to the combined value of all projects or every project must have value more than 10million?	It refers to the combined values of projects, even one relevant project with value above 10million.
3	Are the bidders allowed to visit all other Works to verify the pumpstations?	Yes
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		

CLOSURE

**REPAIRS AND MAINTENANCE OF BULK WASTEWATER PUMPSTATIONS AS AND
WHEN REQUIRED FOR A PERIOD OF 36 MONTHS
TENDER BRIEFING - MINUTES**

Should bidders need any clarity, all queries are to be submitted 7 days before the closing date.

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