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| <b><u>CONTRACT NUMBER:</u></b>    | JW SCM 005/25                                                                                               |
| <b><u>CONTRACT TITLE:</u></b>     | PROVISION OF AN ADVERTISING SERVICE ON AN AS AND WHEN REQUIRED BASIS FOR A PERIOD OF THIRTY-SIX (36) MONTHS |
| <b><u>DEPARTMENT:</u></b>         | SUPPLY CHAIN, HUMAN RESOURCES & OPERATIONS SUPPORT                                                          |
| <b><u>DATE OF MEETING:</u></b>    | 18 JUNE 2026                                                                                                |
| <b><u>TIME OF MEETING:</u></b>    | 13:00                                                                                                       |
| <b><u>VENUE FOR MEETING:</u></b>  | 65 NTEMI PILISO STREET, TURBINE HALL, MAIN BOARDROOM                                                        |
| <b><u>CLOSING DATE:</u></b>       | 08 JULY 2026                                                                                                |
| <b><u>MARCH CLOSING TIME:</u></b> | 10:30AM                                                                                                     |

## 1. **WELCOME**

Ms Nthabiseng Matabane welcomed everyone who attended the meeting and introduced JW personnel.

| NAME & SURNAME    | EMAIL ADDRESS                                                                      | DEPARTMENT         |
|-------------------|------------------------------------------------------------------------------------|--------------------|
| Maria Chirindze   | <a href="mailto:maria.chirindze@jwater.co.za">maria.chirindze@jwater.co.za</a>     | Supply Chain       |
| Lazola Lupondwana | <a href="mailto:lazola.lupondwana@jwater.co.za">lazola.lupondwana@jwater.co.za</a> | Supply Chain       |
| Motabi Khoetha    | <a href="mailto:motabi.khoetha@jwater.co.za">motabi.khoetha@jwater.co.za</a>       | Human Resources    |
| Mmane Tsheko      | <a href="mailto:mmane.tsheko@jwater.co.za">mmane.tsheko@jwater.co.za</a>           | Operations Support |

## 2. **CONTACT PERSONS**

Mr. Lazola Lupondwana

Email: [lazola.lupondwana@jwater.co.za](mailto:lazola.lupondwana@jwater.co.za)

Telephone number: 011 688 6695

Ms. Gcina Ndela

Email: [gcina.ndela@jwater.co.za](mailto:gcina.ndela@jwater.co.za)

Telephone number: 011 688-1796

## 3. **SCM – ADMIN AND BID DOCUMENTATION PRESENTATION BY Ms Maria Chirindze**

- Ms Maria Chirindze 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.

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- Tender documents are available in PDF format at no cost on Johannesburg water website and eTenders.gov.za as of 01 June 2026.
  - 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 5 to 9 of the tender document for guidance of information required.
  - Make sure that your pricing schedule is fully completed and signed as per the award and allocation strategy.
  - 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

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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.

- 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 Lazola Lupondwana** (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 as only physical tender documents that have been submitted on time will be accepted.
- 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 AS PER THE DOCUMENT**

- **5** points for Businesses owned by 51% or more **Black Youth**.
- **5** points for Business owned by 51% or more **Women**
- **10** points for SMME (An EME or QSE) owned by 51% or more - Black People
- For Joint Venture Agreements, Consortiums or equivalent, the agreement must show percentages of ownership and work to be completed by each party. This agreement must form part of the tender submission. To determine the Joint Venture, Consortium or equivalent score for specific goals, JW will look at the consolidated BBBEE certificate to determine the points for specific goals that will be awarded to the tenderer. If a consolidated BBBEE certificate is not submitted, the parties to the joint venture, consortium or equivalent must submit their individual BBBEE certificates issued by a

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SANAS accredited verification agency or the documents listed below on 4.4 and the joint venture, consortium or equivalent agreement for JW to determine the proportional points for specific goals.

Documentation to be provided:

- JV, Consortium, or equivalent agreement
  - Consolidated BBBEE certificate issued by an SANAS accredited verification agency. Certificate must be valid
  - JV, Consortium, or equivalent agreement to contain percentage ownership which will be used to determine the proportional points for specific goals.
- 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](http://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 and etender 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.

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- 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 08 JULY 2026 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.

### **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. Joint Venture / Consortium Agreement signed by all parties.
5. Valid BBBEE Certificate issued by a SANAS accredited verification agency or copy thereof or a valid (EME/QSE) sworn affidavit/ or CIPC EME affidavit.
6. A completed and signed Invitation to Bid form MBD 1
7. A completed and signed Declaration of Interest form MBD 4
8. MBD 5 and 3-year financial statements (audited where applicable) , especially in instances where the tendered value is estimated to exceed R10million including VAT.
9. A completed and signed Preference Points (Specific Goals) Claim Form MBD 6.1
10. A completed and signed Declaration of Bidder's Past Supply Chain Management Practices MBD 8

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11. A completed and signed Certificate of Independent Bid Determination (MBD 9)

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

**NOTE 1:** Page 5 of the tender document, Checklist MBD 3.1 will not be applicable for this tender

**NOTE 2:** Page 52, there is an Error Statement under stage 3," Technical Requirements The tenderer (company) is required to have experience where the supply and delivery of material was carried out successfully" the correct statement should state that technical Requirements, the tenderer (company) is required to have experience where the **PROVISION OF ADVERTISING SERVICES** was carried out successfully.

**NOTE 3:** Bidders must check the mandatory requirements and timeously inform if any information is unattainable (impossible).

**Mr Lazola Lupondwana**

**4. SCOPE OF WORK, REQUIREMENTS AND SPECIFICATIONS**

Johannesburg Water regularly advertises tenders, vacancies and other general notices in local newspapers to provide opportunities to interested service providers and job seekers as well as keeping the public informed on other general matters of interest.

Johannesburg Water advertises tenders in multiple newspapers to maximize public visibility and ensure compliance with the Municipal Supply Chain Management Regulations. This approach ensures broad public exposure of tender opportunities in line with transparency and competitiveness principles.

The newspapers listed in this specification have been identified based on their national and or regional circulation, readership reach, and accessibility to the broader public within the City of Johannesburg and surrounding regions.

The identified publications have historically demonstrated significant readership and distribution within the relevant geographic areas, thereby enabling Johannesburg Water to effectively communicate procurement opportunities, vacancies and other public notices.

Johannesburg Water may utilize other newspapers of equivalent media platforms, where such platforms are considered appropriate to achieve maximum public exposure in order not to restrict

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the market to just the identified publications in situations where the market has changed and there are other newspapers with equal or higher verified average daily or weekly circulation per issue.

Other newspapers have also been included in instances when a need arises to utilize their services.

Johannesburg Water through this Tender, seeks responses from interested parties to perform the following:

- a) Receive draft advertisements from JW electronically.
- b) Design and format the advertisement to an acceptable standard and in the required space and size.
- c) Proofread all advertisements.
- d) Liaise with the responsive JW official to ensure accuracy.
- e) Liaise with newspaper houses.
- f) Ensure advertisements are placed in the appropriate section of the newspapers to ensure maximum exposure to interested parties.
- g) Ensure that the advertisement appears in the newspapers as requested and, on the date, required.
- h) Make provision for urgent ad hoc placements with newspapers in exceptional cases.
- i) Maintain a good relationship with newspaper houses.
- j) Ensure a quick turnaround time.
- k) Ensure that advertisements always comply with Johannesburg Water requirements and in the format approved.
- l) Ensure that adequate credit facilities or support from newspaper houses are in order at all times.

#### **Tender Advertisement: Black and White in Classified section**

Johannesburg Water requires advertising of each tender in two **print newspapers** of general circulation (daily during the week and Saturday) with a strong national and geographic or geographic footprint such as

- Citizen or equivalent

- Sowetan or equivalent
- The Star or equivalent

The Or Equivalent Measure for the above examples

| PUBLICATION TYPE          | MAIN COVERAGE                                     | METRIC                        | NUMBER  |
|---------------------------|---------------------------------------------------|-------------------------------|---------|
| The Citizen – Print media | Distributed nationally with a strong Gauteng base | Average Circulation Per Issue | +15 000 |
| Sowetan – Print media     | Distributed nationally with a strong Gauteng base | Average Circulation Per Issue | +15 000 |
| The Star – Print media    | Strong Gauteng base                               | Average Circulation Per Issue | +15 000 |

### Vacancy Advertisement: Print Black and White

Johannesburg Water requires advertising of vacancies in two **print newspapers** of general circulation (daily for the star and weekly (Sunday) for the Sunday times) with a strong national and geographic or geographic footprint such as

- Sunday Times – Careers or equivalent
- Star – Workplace. or equivalent

The Or Equivalent Measure for the above examples

| PUBLICATION TYPE           | MAIN COVERAGE                                     | METRIC                        | NUMBER   |
|----------------------------|---------------------------------------------------|-------------------------------|----------|
| Sunday Times – Print media | Distributed nationally with a strong Gauteng base | Average Circulation Per Issue | + 60 000 |
| The Star – Print media     | Strong Gauteng base                               | Average Circulation Per Issue | +15 000  |

### Water Quality Results – Print Full Colour in the main body

Johannesburg Water requires advertising of water quality results in four **print newspapers** of general circulation (daily during the week and Sunday) with a strong national and geographic or geographic footprint such as

- Citizen or equivalent
- Sowetan or equivalent
- Mail and Guardian or equivalent
- The Star or equivalent

The Or Equivalent Measure for the above examples

| PUBLICATION TYPE              | MAIN COVERAGE                                     | METRIC                        | NUMBER  |
|-------------------------------|---------------------------------------------------|-------------------------------|---------|
| The Citizen – Print media     | Distributed nationally with a strong Gauteng base | Average Circulation Per Issue | +15 000 |
| Sowetan – Print media         | Distributed nationally with a strong Gauteng base | Average Circulation Per Issue | +15 000 |
| The Star – Print media        | Strong Gauteng base                               | Average Circulation Per Issue | +15 000 |
| Mail and Guardian-Print Media | Distributed nationally with a strong Gauteng base | Average Circulation Per Issue | +3 000  |

### Water Quality Results – Digital Full Colour in the main body

Johannesburg Water requires advertising of Water Quality Results Digitally on general circulation (Weekly (Sunday) on City Press, Rapport daily digital and Beeld daily digital) with a strong national and geographic or geographic footprint such as

- City Press or equivalent
- Beeld or equivalent
- Rapport or equivalent

The Or Equivalent Measure for the above examples

| PUBLICATION TYPE    | MAIN COVERAGE                                     | METRIC                        | NUMBER  |
|---------------------|---------------------------------------------------|-------------------------------|---------|
| City Press- Digital | Distributed nationally with a strong Gauteng base | Average Circulation Per Issue | +15 000 |
| Beeld-Digital       | Distributed nationally with a strong Gauteng base | Average Circulation Per Issue | +15 000 |
| Rapport-Digital     | Distributed nationally with a strong Gauteng base | Average Circulation Per Issue | +40 000 |

## 5. MANDATORY EVALUATION CRITERIA

| EVALUATION CRITERIA: (GATE KEEPERS) |                                                 |                 |
|-------------------------------------|-------------------------------------------------|-----------------|
| #                                   | MANDATORY CRITERIA                              | COMPLY (YES/NO) |
| 1.                                  | Attendance of Mandatory Tender Briefing meeting | Yes             |

|    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |     |
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| 2. | Completion of price schedule per item tender offer and signing the pricing schedule                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Yes |
| 3. | <p>Tenderer must provide a Valid Credit Facility Confirmation Letter OR Advertising Placement Support Letter OR proof that the tenderer is authorized to place advertisements in the relevant publication or written confirmation from the newspaper / media house / media owner that such authorization will be granted if the tenderer is awarded the contract.</p> <p>The letter or proof must:</p> <ul style="list-style-type: none"> <li>• Be issued on the official letterhead of the relevant newspaper / media house / media owner.</li> <li>• Be signed by the relevant newspaper / media house / media owner.</li> <li>• Be dated not more than three (3) months prior to the tender closing date.</li> </ul> <p>Note:</p> <p>a) The letter does not need to reference this specific tender</p> <p>b) For Digital adverts as per the scope of work, the tenderer must submit a written confirmation from the media house confirming that the tenderer is authorised to place online advertisement on their platform.</p> <p>Equivalent Publication – refer to the scope of work for the equivalent numbers: Where a tenderer proposes a newspaper other than those listed, the tenderer must submit documentary proof of circulation by:</p> <ul style="list-style-type: none"> <li>• Audit Bureau of Circulations South Africa or</li> <li>• Publisher media kit containing audited circulation figures or</li> <li>• Circulation verification issued by an independent industry body.</li> </ul> <p>Johannesburg Water reserves the right to verify any circulation figures or authorisation letters submitted by the tenderer with the relevant media owner or industry body.</p> | Yes |
| 4. | <p>Submit a completed MBD 3.2 – Pricing Schedule – Non-Firm Prices</p> <p>For the requirement of completed to be met by the tenderer, at a minimum, the following must be completed:</p> <ul style="list-style-type: none"> <li>• Section A point 3 – all factors (cost drivers) are completed. Each factor must have an applicable index, the base date for each factor = the initial tender closing date and the anniversary for each factor = annually.</li> <li>• Section A point 4 – percentages allocated to each factor total 100%, as required by the formula on MBD3.2.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Yes |

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|  | <ul style="list-style-type: none"><li>• The factors stated under Section A, points 3 and 4 must be the same.</li><li>• MBD3.2 is duly signed by the authorized representative of the tenderer.</li></ul> |  |
|--|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|

6. **TECHNICAL EVALUATION CRITERIA**

| CRITERIA NO #                                                                            | CRITERIA                                                                                                                                                                                                                                        | DOCUMENTARY EVIDENCE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | SUB-CRITERIA/CLAUSE                                                                                                                                                                                                                                                                                                                              | WEIGHTING  | SCORE                                                               |
|------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|---------------------------------------------------------------------|
| 1.                                                                                       | Proof of previous experience in newspaper providing advertising services for tenders or vacancies or public notices or similar official communication where service was successfully provided. This excludes unrelated marketing or retail ads. | <p>Supporting documents required include:</p> <ul style="list-style-type: none"> <li>Contactable Reference Letters or</li> <li>References on client letterhead</li> </ul> <p><b>NB:</b> Contactable reference letter must be completed by the referee/previous client of the tenderer and included in the tender submission. Alternatively, the Clients letterhead may be provided if it complies with the functional requirements. A separate form must be completed for each reference as a requirement in the evaluation criteria. 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> <p>Contactable reference evaluation.</p> <p><b>Johannesburg Water reserves the right to contact any of the referees submitted for verification.</b></p> | <p><b>Experience - Measured In Number of Contactable References where service was successfully provided.</b></p> <p>No submission / submitted unrelated evidence / number of Contactable references is one (1).</p> <p>Two (2) contactable references</p> <p>Three (3) contactable references</p> <p>Four (4) or more contactable references</p> | 60         | <div></div> <div>0</div> <div>60</div> <div>80</div> <div>100</div> |
| <i>The tenderer is required to obtain a minimum of 60 points to be evaluated further</i> |                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                  |            |                                                                     |
| <b>MINIMUM QUALIFYING SCORE</b>                                                          |                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                  | <b>60</b>  |                                                                     |
| <b>TOTAL</b>                                                                             |                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                  | <b>100</b> |                                                                     |

## 7. PRICE AND PREFERENCE POINTS EVALUATION

Due to the nature of newspaper layout and final space allocation, bidders must quote using the standard unit of measure: rate per centimetre multiplied by the number of columns allocated.

Tenderer must include all costs (layout, formatting, placement fee per newspaper, urgent and surcharges etc.) in their rates as no additional charges will be accepted.

For evaluation purposes, the estimated advertisement dimensions and volumes provided in the scope of work will be used to calculate a comparable price.

| ITEM NO.   | DESCRIPTION                                                                                                   | DESCRIPTION OF ITEM OFFERED   | UNIT OF MEASURE            | QTY | PRICE QUOTED EXCL. OF V.A.T. | VAT | PRICE QUOTED INCL. OF V.A.T. |
|------------|---------------------------------------------------------------------------------------------------------------|-------------------------------|----------------------------|-----|------------------------------|-----|------------------------------|
| <b>1</b>   | <b>PART 1: Tender Advertising Print Media</b>                                                                 |                               |                            |     |                              |     |                              |
| <b>1.1</b> | Citizen Or Equivalent - Advertise tender in the Citizen newspaper Classified Section of the Newspaper         | Black and White - Print Media | Rate per Column Centimetre | 1   |                              |     |                              |
| <b>1.2</b> | Sowetan Or Equivalent - Advertise tender in the Sowetan newspaper Classified Section of the Newspaper         | Black and White - Print Media | Rate per Column Centimetre | 1   |                              |     |                              |
| <b>1.3</b> | The Star Or Equivalent - Advertise the tender in the The Star newspaper Classified Section of the Newspaper   | Black and White - Print Media | Rate per Column Centimetre | 1   |                              |     |                              |
| <b>2</b>   | <b>PART 2: Vacancy Advertisements</b>                                                                         |                               |                            |     |                              |     |                              |
| <b>2.1</b> | The Star Or Equivalent - Advertise the job vacancy in The Star newspaper - Workplace Section of the Newspaper | Black and White - Print Media | Rate per Column Centimetre | 1   |                              |     |                              |

| ITEM NO. | DESCRIPTION                                                                                                                              | DESCRIPTION OF ITEM OFFERED   | UNIT OF MEASURE            | QTY | PRICE QUOTED EXCL. OF V.A.T. | VAT | PRICE QUOTED INCL. OF V.A.T. |
|----------|------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|----------------------------|-----|------------------------------|-----|------------------------------|
| 2.2      | The Sunday Times Or Equivalent - Advertise Executive job vacancy in the Sunday Times newspaper - Careers Section of the Newspaper        | Black and White - Print Media | Rate per Column Centimetre | 1   |                              |     |                              |
| 3        | <b>PART 3: Water Quality Advertisements</b>                                                                                              |                               |                            |     |                              |     |                              |
| 3.1      | Citizen Or Equivalent - Advertise water quality results in the Citizen newspaper - Main Body Section of the Newspaper                    | Colour - Print Media          | Rate per Column Centimetre | 1   |                              |     |                              |
| 3.2      | The Sowetan Or Equivalent - Advertise water quality results in the Sowetan newspaper - Main Body Section of the Newspaper                | Colour - Print Media          | Rate per Column Centimetre | 1   |                              |     |                              |
| 3.3      | Mail and Guardian Or Equivalent - Advertise water quality results in the Mail and Guardian newspaper: Main Body Section of the Newspaper | Colour - Print Media          | Rate per Column Centimetre | 1   |                              |     |                              |
| 3.4      | The Star Or Equivalent - Advertise water quality results in the Star newspaper - Main Body Section of the Newspaper                      | Colour - Print Media          | Rate per Column Centimetre | 1   |                              |     |                              |
| 3.5      | City Press Digital Or Equivalent - Advertise water quality results in the City Press newspaper - Main Body Section of the Newspaper      | Colour - Digital Media        | Rate per Advert            | 1   |                              |     |                              |
| 3.6      | Beeld – Digital Or Equivalent - Advertise water quality results in the Citizen newspaper - Main Body Section of the Newspaper            | Colour - Digital Media        | Rate per Advert            | 1   |                              |     |                              |
| 3.7      | Rapport Or Equivalent - Advertise water quality results in the Rapport newspaper Main Body Section of the Newspaper                      | Colour - Print Media          | Rate per Advert            | 1   |                              |     |                              |

**The contract that will be entered into with the service provider is a rates-based contract and will be a rate per unit.**

## 8. SPECIAL CONDITIONS OF CONTRACT

### 1. REMEDIES, BREACH, WHOLE AGREEMENT, WAIVER, VARIATION AND INDULGENCES

- 1.1 If the Service Provider or any person employed or associated with him or in the case of a Company, a Director or shareholder or person also associated with such Company, either directly or indirectly gives or offers to give any gratuity, reward or commission or other bribe to any person in the employ of JW this contract shall be avoidable at the instance of JW.
- 1.2 If the Service Provider has not complied with the Managing Director's requirements or if he is in breach of any of the Conditions of this contract and:
  - 1.2.1 Fails to remedy such breach within three (3) days of receipt of written notice requiring it to do so (or if not reasonably possible to remedy the breach within three (3) days within such further period as may be reasonable in the circumstances, provided that the Service Provider furnishes evidence within the period of three (3) days reasonably satisfactory to JW, that it has taken whatever steps are available to it to commence remedying the breach), then the JW shall be entitled, without notice and in addition to any other remedy available to it at law or under this agreement, including obtaining an interdict, to cancel this agreement or to claim specific performance of any obligation whether or not the due date for performance has arrived, in either event without prejudice to JW's right to claim damages.
  - 1.2.2 Should JW elect to cancel the contract then and in such instance a certificate presented by the Managing Director of JW shall constitute proof of the Service Provider's indebtedness to JW.
- 1.3 This agreement constitutes the entire agreement between the parties relating to the matter hereof.
- 1.4 No amendment or consensual cancellation of this agreement or any provision or term hereof or of any agreement, bill of exchange or other document issued or executed pursuant to or in terms of this agreement and no settlement of any dispute arising under this agreement and no extension of the time, waiver or relaxation or suspension of any of the provisions or terms of this agreement or of any agreement, bill of exchange or other document issued pursuant to or in terms of this agreement shall be binding unless recorded in a written document signed by the parties. Any such extension, waiver or relaxation or suspension, which is so given or made, shall be strictly construed as relating to the matter in respect whereof it was made or given.

## 9. QUESTIONS AND ANSWERS

| <u>NO.</u> | <u>QUESTIONS</u>                                                                               | <u>ANSWERS</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|------------|------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1          | If a reference letter is dated back to last year December 2025, will it be a disqualification? | <p>Bidders are requested to comply with the statement in the mandatory requirements where it states that the letter should be dated not more than three (3) months prior to the tender closing date.</p> <p>In the event there is an extension of the tender extension to the closing date, the initial tender closing date of 08 July 2026 will be used.</p>                                                                                                                          |
| 2          | What if the indices or factors in MBD 3.2 are not equal to 100?                                | If the factors are not adding to 100 it is a disqualification                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 3          | In terms of electronic copy can the document be typed?                                         | Bidders can type the document and sign electronically but do not amend anything in the tender document additionally you need to print the electronically completed and signed tender document and submit the hardcopy in the Tender Box situated at ground floor.                                                                                                                                                                                                                      |
| 4          | As per the Award Strategy, can we bid for one item or one newspaper?                           | <p>The award strategy is to award per newspaper per item, so yes you can bid per item and indicate Not applicable or No offer to items you not tendering for.</p> <p>The award strategy is to award to the highest-ranking tenderer in terms of price and specific goals per item per newspaper. There is no limit to the number of items a tenderer can be awarded. This means if one tenderer is the highest scoring tenderer for all the items, the award will be made to them.</p> |

|   |                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|---|------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 5 | Will government gazettes public notices be acceptable as proof of previous experience?                                                   | The government gazette public notices won't be acceptable as there won't be proof from media houses, tenderers are required to confirm to the mandatory requirements. Tenderers are required to timeously inform JW if any mandatory criteria is unattainable, meaning that it is an impossible criteria as the tender will be evaluated as issued inclusive of any addendums and these minutes.                                                       |
| 6 | Will reference letters from the same client be acceptable                                                                                | Reference can be from same client provided it is not for same scope of work. For example a tenderer could have provided a Johannesburg Water with tender advertising services and vacancy advertising services. Those reference letters will be accepted. If the tenderer then submits two (2) reference letters from a Johannesburg Water and both services provided are tender advertising services, only one (1) reference letter will be accepted. |
| 7 | Water quality for digital they do not have main body, for digital design might not be applicable and word document form will be required | Word document will be provided but the service provider will have to get approval from Joburg Water representative to ensure that the contents are not swapped or amended then a sign PDF will be used as proof for correct contents.                                                                                                                                                                                                                  |
| 8 | Why is the tender not closed at 1 pm since the briefing session took place at 1pm                                                        | The bidders are afforded 30 days to complete the tender document they can submit the bid day before the tender closes                                                                                                                                                                                                                                                                                                                                  |

## **CLOSURE**

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

Ms Nthabiseng Matabane thanked all who attended the briefing, and the meeting was adjourned.