



water & sanitation

Department:
Water and Sanitation
REPUBLIC OF SOUTH AFRICA

MINUTES OF COMPULSORY BRIEFING SESSION MEETING FOR BID:

DWS24-1222 WTE

APPOINTMENT OF PANEL PROFESSIONAL SERVICES PROVIDERS (PSP) TO RENDER PROFESSIONAL MULTI-DISCIPLINARY SERVICES COVERING: CIVIL, STRUCTURAL, MECHANICAL, ELECTRICAL ENGINEERING, ELECTRONICS SERVICES, ARCHITECTURAL SERVICES, ENGINEERING GEOLOGICAL/GEOTECHNICAL SERVICES, CONSTRUCTION CONTRACT AND PROJECT MANAGEMENT SERVICES FOR A PERIOD OF THREE (3) YEARS FOR THE DEPARTMENT OF WATER AND SANITATION (DWS).

DEPARTMENT OF WATER AND SANITATION OFFICIALS PRESENT ON 23 JANUARY 2023:

Mr. Ezekiel Koadibane	Director – Engineering Services
Mr. Nhlalakahle Madlala	Production Civil Engineer, Engineering Services
Mr. Jan Mabela	Chief Engineer: Bulk Pipe Systems: Engineering Services
Mr. Mohale Shai	Acting Chief Director SCM WTE Head Office
Ms. Puseletso Mathiso	Acting Director SCM WTE Head Office
Ms. Julia Dirane	SCM Representative - SCM Compliance WTE Head Office
Ms. Nondumiso Mnguti	SCM Representative - SCM Compliance WTE Head Office

Technical Presentation by: Mr. Nhlalakahle Madlala

SCM Presentation by: Ms. Julia Dirane

Date: 23 January 2023

Time: 12:00pm

Venue: Roodeplaat Training Centre for the Department of Water and Sanitation

DEPARTMENT OF WATER AND SANITATION OFFICIALS PRESENT ON 24 FEBRUARY 2023:

Mr. Ezekiel Koadibane	Director – Engineering Services
Mr. Nhlalakahle Madlala	Production Civil Engineer, Engineering Services
Mr. Jan Mabela	Chief Engineer: Bulk Pipe Systems: Engineering Services
Mr. Thulani Ngati	Control Engineering Technologist: SAM
Mr. Mooketsi Marakala	Production Mechanical Engineer, Engineering Services
Mr. Mohale Shai	Acting Chief Director SCM WTE Head Office
Ms. Ntombizethu Nzimande	Deputy Director SCM WTE Head Office
Ms. Julia Dirane	SCM Representative - SCM Compliance WTE Head Office
Ms. Nondumiso Mnguti	SCM Representative - SCM Compliance WTE Head Office
Ms. Malose Seeletsa	SCM Representative - SCM Compliance WTE Head Office
Ms. Moipone Maesela	SCM Representative - SCM Compliance WTE Head Office

Technical Presentation by: Mr. Nhlalakahle Madlala

SCM Presentation by: Ms. Julia Dirane

Date: 24 February 2023

Time: 10:00am

Venue: Statistics South Africa, Koch Street, Salvokop, Pretoria. Rholihlahla Audit-Auditorium-Drum-Auditorium Entrance 1-Ground Floor.

1. OPENING AND WELCOME

Ms. Julia Dirane opened the meeting and introduced herself and handed over to other DWS officials to introduce themselves including the bidders.

2. ATTENDANCE

The attendees were requested to complete attendance register using the correct company information (Company Name, contact details and name of the company representative) for evaluation purposes. Certificate of attendance will be signed by DWS officials at the end of the session.

Attendees were also informed that should there be a need to communicate anything before the closing of the bid, all the attendees will be contacted using the company details completed on the attendance register.

3. PRESENTATIONS OUTLINE

- Purpose of the bid
- Background
- Special conditions
- How to access the bid document and other related documents
- Submission of the bid response
- Contents of the bid document and evaluation Criteria
- Closure Technical Presentation
- Question and Answers

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4.	Purpose of the bid
	<p>The purpose of this document is to provide terms of reference for the appointment of proven experienced and qualified professional service providers on three (3) year term contracts to render services to the Department of Water and Sanitation on an Ad-hoc basis.</p> <p>Professional Services Providers (PSPs) are to render professional multi-disciplinary services covering: Civil, Structural, Mechanical, Electrical, and Electronics engineering services, Architectural services, engineering Geological/Geotechnical services, Construction Contracts, and Project Management Services.</p>
5.	Background
	<p>The legislative mandate of the Department of Water and Sanitation (DWS) seeks to ensure that the country's water resources are protected, managed, used, developed, conserved, and controlled through regulating and supporting the provision of quality water and restoring the dignity of people through sanitation. DWS is responsible for the</p>

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	<p>country's development, operations, maintenance, and rehabilitation of water resources infrastructure assets. It distributes bulk water in terms of the National Water Act (No. 36 of 1998) to authorized users. The Department's responsibility is to design, develop, construct, and maintain infrastructure assets comprising dams, tunnels, pipelines, canals, pump stations, Wastewater Treatment Plants (WWTPs), Water Treatment Plants (WTPs), sanitation infrastructure, buildings, and associated infrastructure that is positioned across Southern Africa.</p> <p>Special Conditions</p> <ul style="list-style-type: none"> ▪ PSP rates will be verified for appropriateness using the DPSA Guide on Hourly Fee Rates for Consultants and Professional body's (ECSA/SACAP) fee guide. ▪ The Department retains the right to appoint other professional service providers (PSP) for some projects. ▪ The Department reserves the right to appoint more than one company wherein an attempt is made to transfer skills from established companies to companies owned by Historically Disadvantaged Individuals (HDIs). In case such an appointment is done, performance management will be monitored based on a skills transfer plan that will be entered into at the beginning of the project. ▪ Successful tenderers will not automatically be guaranteed work as the panel will be used on an as-and-when needed basis. ▪ The Department shall not be obliged to give work to all the organizations on the panel list within or beyond the contract period. Work shall only go out as and when the department requires. ▪ Contract terms and conditions shall be different from contract to contract and PSPs on the panel shall be selected based on the qualification and performance criteria as well as whatever the rotational model is as determined by the Department. ▪ The Department may request that its employees be seconded to the relevant PSP for a fixed period to enhance the transfer of specialist skills and knowledge from experienced PSPs to DWS employees. ▪ Payment shall only be made to those organizations that have been appointed to complete work for the Department. ▪ Organizations shall not be entitled to any fees by virtue of them being on the panel list (no work no pay). ▪ The Department will not be liable for the procurement, renting, or leasing of any software that might be required by the PSP. <p>The Bid covers all the services required by the Department; however, the bidders shall only bid for the service(s) they qualify for, indicate as such in Table 1 below.</p>

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	Table 1: Professional services required	
	Professional Services	Indication
	Structural and Civil Engineering	
	Project and Contracts Management	
	Mechanical Engineering	
	Electronics Engineering	
	Electrical Engineering	
	Technical Drawings/Draughting Services	
	Engineering Geological/Geotechnical Services	
	Architectural Services	
	<ul style="list-style-type: none"> ▪ The Department will allow PSPs to make use of outsourced specialist consultants where the required expertise is not available within the company; provided that such personnel is qualified and registered at the relevant institutions. DWS reserves the right to approve such specialist outsourced consultants. ▪ Appointed PSPs will be reimbursed for tasks such as (but not limited to) Viability Investigations; Preparation of Business Plans; Facility Maintenance Investigation Reports; Operational Reports, Project Audits, etc on a Time-Based fee as per the relevant institution Tariff of Fees. ▪ DWS reserves the right to appoint a higher category consultant in a lower category. ▪ DWS also reserves the right to appoint a higher category PSP in a JV with a lower category PSP when of the opinion that the appointed PSP requires assistance and there are opportunities for empowerment. ▪ DWS reserves the right to appoint any number of responsive consultants for each of the categories. ▪ The Bidder shall be fully liable for the accuracy, safety, and integrity of his designs and all associated documentation (e.g., but not limited to specifications, drawings, design calculations) provided by him under this Contract. ▪ The Bidder shall provide a complete CV and relevant experience details of the staff he makes available on this Bid. No deviations from this shall be allowed without the motivation of the circumstances and the consent of the Department. ▪ Tenderers may only tender under 1 (one) company or 1 (one) consortium – more than 1 (one) submission will result in immediate disqualification. ▪ Tenderers to indicate on Table 2 which category is being tendered for on the cover page. Tenderers must only tender for 1 (one) category. 	

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	<p style="text-align: center;">TABLE 2: CATEGORY SELECTION</p> <table border="1" data-bbox="408 304 1418 707"> <thead> <tr> <th data-bbox="408 304 541 365">Category</th> <th data-bbox="541 304 978 365">Projects with a value between</th> <th data-bbox="978 304 1418 365">Minimum Required PI Insurance (per annum)</th> </tr> </thead> <tbody> <tr> <td data-bbox="408 365 541 465">1</td> <td data-bbox="541 365 978 465">Exempted Micro Enterprises (EME) R0 up to R10,0 million</td> <td data-bbox="978 365 1418 707" rowspan="3">The bidder will be responsible for the full insurance cover (Professional Indemnity) equivalent to 100% of their professional fees for the appointed scope of works.</td> </tr> <tr> <td data-bbox="408 465 541 611">2</td> <td data-bbox="541 465 978 611">Qualifying Small Enterprises (QSE) > R10 million up to R50 million</td> </tr> <tr> <td data-bbox="408 611 541 707">3</td> <td data-bbox="541 611 978 707">Generic Enterprises (GEN) >R50,0 million up to unlimited</td> </tr> </tbody> </table> <p>It is the responsibility of DWS to ensure that emerging, competent companies are developed in the water sector that supports the country and the South African Development Community (SADC) and DWS therefore reserves the right to appoint any PSP.</p>	Category	Projects with a value between	Minimum Required PI Insurance (per annum)	1	Exempted Micro Enterprises (EME) R0 up to R10,0 million	The bidder will be responsible for the full insurance cover (Professional Indemnity) equivalent to 100% of their professional fees for the appointed scope of works.	2	Qualifying Small Enterprises (QSE) > R10 million up to R50 million	3	Generic Enterprises (GEN) >R50,0 million up to unlimited
Category	Projects with a value between	Minimum Required PI Insurance (per annum)									
1	Exempted Micro Enterprises (EME) R0 up to R10,0 million	The bidder will be responsible for the full insurance cover (Professional Indemnity) equivalent to 100% of their professional fees for the appointed scope of works.									
2	Qualifying Small Enterprises (QSE) > R10 million up to R50 million										
3	Generic Enterprises (GEN) >R50,0 million up to unlimited										
6.	<p>How to access the bid document and other related documents</p>										
	<ul style="list-style-type: none"> • Bid documents can be downloaded from the DWS Departmental website under current tenders: https://www.dws.gov.za/Tenders/tendersCurrent.aspx • Or from the National Treasury website: http://www.treasury.gov.za/divisions/ocpo/ostb/CurrentTenders.aspx 										
7.	<p>Submission of the bid response</p>										
	<ul style="list-style-type: none"> • Bid document must be completed by the authorised company personnel from the bidding company. It is also expected that the contact details (cell phone/ telephone and email address) of the authorised personnel are provided on SBD 1 “invitation to bid” page under supplier information section. All bid correspondence will be sent to the authorised personnel and where an alternative person information is provided communication will also be shared with the alternative person. • <u>Bidders are expected to submit one original bid document inclusive of all the necessary attachments combined and a duplicate/copy of the whole tender document together with the attachements</u> • Bid response should be packaged or contained in a sealed envelope which is clearly marked the bid number, description, closing date, the company name and the name of the authorized person and their contact details. • The bid closing date will be on 14 February 2023 at 11:00am. Any bid received later than the stipulated date and time will not be accepted. <u>Extension of closing date will be communicated once approval has been granted.</u> • The briefing session minutes and any other bid documentations related to the bid will be send direct to attendees and not placed on the website where the bid is currently placed. This is done to prevent the bid scammers that have been going around trying to defraud the bidders with false information. 										

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	<ul style="list-style-type: none"> • The bid document must be deposited in the bid box situated at the entrance of Zwamadaka Building, 157 Francis Baard Street, Pretoria. <u>Bidders have three options in terms of how they can submit their bid documents (couriers or by post or hand delivery).</u> • In a case where a bidder prefers to post their bid response, it must be done 3-5 working days prior to the closing date. It will remain the bidder's responsibility to inform SCM to collect their bid response from registry at least a day before the closing date, not on the closing date. Failure to do so and the bid response is received late, SCM will not be held accountable for any delays. Bidders are requested to make contact with the officials during working hours which is from 8:00am in the morning till 16:00pm. (012 336 7780/6562/8151/7596) • In a case where a bidder prefers to use courier services, the bid response must be sent to Department of Water and Sanitation, 157 Francis Baard Street, Zwamadaka Building, Pretoria 0002 or 191 Francis Baard Street. It is the responsibility of the bidder to ensure that the bid response is submitted within a reasonable time and that the signing of the bid response during delivery is done with the relevant Bid Office officials only, no other officials should be handed the bid response if they are not from Acquisition Management tender office. • <u>For hand delivery submit tender documents at:</u> Department of Water and Sanitation, Zwamadaka Building, 157 Francis Baard Street, Pretoria 0002 • <u>The last date for sending queries for clarifications will be on 07 February 2023 at 16:00pm. if the bid closing date is not extended.</u> The questions to be forwarded to bidenquirieswte@dws.gov.za. Queries received after the due date will not be considered. • All enquiries should be done through emails; no cellphone message will be responded to; however, bidders were also requested to make follow up phone calls to ensure that the queries sent via emails were received.
8.	Instruction to Bidders:
	<ul style="list-style-type: none"> • It is the responsibility of the bidder to ensure that the bid document is completed in full and signed where needed. The new SBD 4 has been used with this bid which also addresses issues relating to bidders accepted and unacceptable conduct. • Each page of the completed document that will be submitted should be initialled by the Bidder at the bottom of the page.
8.	Submitting of untrue or falsified documents
	<p>Bidders should not change or falsify their company information or the BEE status to suit the requirement pre-qualification.</p> <p>NB! Failing to adhere to the above-mentioned statement will lead to disqualification.</p>
9.	Evaluation Criteria:
	<p>The bid will be evaluated on a five phased approach outlined as follows:</p> <ul style="list-style-type: none"> • Phase 1: Mandatory requirements • Phase 2: Pre-qualification • Phase 3: Functionality Compliance • Phase 4: Administrative compliance • Phase 5: Evaluation of Price and Preference Points.
9.1	Phase 1: Mandatory requirements
	<ul style="list-style-type: none"> • Bidders must attend the compulsory briefing sessions and bidders name must appear on the attendance register.

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	<ul style="list-style-type: none"> • Company submitted detailed Company Profile including CV's and Certified Qualifications Each Project team member must have active registration with ECSA- Attach his/her proof of registration with ECSA and comprehensive Curriculum Vitae (CV). • Company submitted proof of valid and current Professional Indemnity Insurance from Accredited Financial Service Provider to the value of their bid price. • All Lead Professionals must be registered with a recognised professional body (certified registration certificates must be submitted). Lead Professionals per category to be registered within the following recognized professional bodies: Engineering Council of South Africa, South African Council for the Architectural Profession, The South African Council for the Project and Construction Management Professions, South African Council for Natural Scientific Professions • Where Bidders are responding as Joint Venture (JV) or Consortium, a signed JV Agreement/Association Agreement between both parties with a clear indication of the lead partner should be submitted. • A valid Letter of Good Standing from the Compensation Commissioner, in terms of the Compensation for Occupational Injuries and Diseases Act No 130 of 1993 and or third-party insurance registered with Financial Service Board (verification will be done with relevant authority) • Only bidders who have complied with the above will be considered compliant and be evaluated further to phase 2.
9.2	Phase 2: Pre-qualification
	<ul style="list-style-type: none"> • Prequalification criteria will be used in this bid to advance designated groups on the basis of B-BBEE Status Level of contributor and EME's or QSE's from level 1 or 2 only. • Bidders who are above Level 2 (Level 3,4, 5 etc) of B-BBEE level contributor and who are not an EME or QSE will not be considered for this bid. <p>NB! Bidders are required to submit their B-BBEE compliance status level of contributor documents (valid certificate and sworn affidavit) to substantiate their pre-qualification compliance. (Validity counts from the closing date of the bid when the document was submitted).</p> <p>NB: CSD status will not be used to validate the bidder's compliance. Falsifying B-BBEE document for compliance is a criminal offence which will lead to disqualification and also other corrective measure taken against the company.</p> <p>Only bidders who have complied with the above will be considered for further evaluation to phase 3.</p>
8.	Phase 3: Functionality Compliance Civil, Structural, Mechanical, Electronics, Engineering Geology, Technical Drawings/Draughting, Construction Project Management, Electrical & Architectural Disciplines)
	<p>The assessment of functionality must be done in terms of the functionality evaluation criteria and the minimum threshold. A bid must be disqualified if it fails to meet the minimum threshold for functionality as per the bid invitation and Functionality points will be allocated as follows for solicitation of bids from Professional Services Providers. Bidders must score at least 65 for Category 1 and 2 and 70 for Category 3 out of 100 in respect of functionality to qualify for advancement to Phase 4.</p> <p>Functionality shall be scored using the following returned schedules in Annexure A: <u>Table 1</u></p>

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	No.	Functionality Evaluation Criteria Criteria for Category 1 (EME) (Projects valued R0 – R10 million)	Weighting Points Awarded
	1	Project Specific Expertise within the Employ of the Tenderer	35
	2	Experience of Lead Professionals	20
	3	Infrastructure	20
	4	Transfer of Skills	10
	5	Track Record, Company previous work schedule/experience (projects up to R10 million) and understanding of Projects at Provincial & Municipal Level	15
		Total	100
	Table 2		
	No.	Functionality Evaluation Criteria Criteria for Category 2 (QSE) (Projects valued R10 – R50 million)	Weighting Points Awarded
	1	Project Specific Expertise within the Employ of the Tenderer	35
	2	Experience of Lead Professionals	20
	3	Infrastructure	20
	4	Transfer of Skills	10
	5	Track Record, Company previous work schedule/experience (projects up to R10 million) and understanding of Projects at Provincial & Municipal Level	15
		Total	100
	Table 3		
	No.	Functionality Evaluation Criteria Criteria for Category 3 (GEN) (Projects valued R50 million – unlimited)	Weighting Points Awarded
	1	Project Specific Expertise within the Employ of the Tenderer	35
	2	Experience of Lead Professionals	20
	3	Infrastructure	20
	4	Transfer of Skills	10
	5	Track Record, Company previous work schedule/experience (projects up to R10 million) and understanding of Projects at Provincial & Municipal Level	15
		Total	100
	<p>The weight that will be allocated to each functionality criterion is as follows (unless otherwise stated): 0 = very poor, 1 = poor, 2 = average, 3 = good, 4 = very good and 5 = excellent. The evaluators are to score the bidder and use the scored value to determine the achieved weight of the criterion.</p>		
9.4	Phase 4: Administrative Compliance		
	<p>1. Treasury Central Supplier Database (CSD) upon the closing of the bid. In bids where Joint Venture/ Consortia or sub-contracting is applicable, separate CSD reports must be submitted for individual companies. MAAA number of the bidder or the leading company in a Joint Venture/ Consortia</p>		

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	<p>2. Status of the company on CSD should indicate “Active” or “In business”. Company to attach copy of CIPC/ CIPRO certificate. (This is applicable to JV partners or sub-contractors should there be any)</p> <p>3. The Bid must be signed by a director of the company, or a duly authorised person and proof of such authority must be submitted with the bid.</p> <p>4. All SBD forms attached to the bid must be completed in full, initialled and signed where required. (SBD1, SBD3.1, SBD4 and SBD6.1) and Returnable documents.</p> <p>5. The Tax Compliance status page which has the company PIN. (This is applicable to JV partners or sub-contractors should there be any).</p> <p>6. Company submitted latest annual financial statement issued in terms of the companies Act of 2008.</p> <p>NB! Bidders were also requested to submit “A valid letter of Good Standing with the Compensation Commissioner in terms of the Compensation for Occupational Injuries and Diseases Act No 130 of 1993 and or third parties’ insurance registered with Financial Service Board”. (All JV/ Consortia partners should also submit).</p> <p>In case of consortia/joint venture, each party must complete a separate SBD4. B-BBEE compliance status level of contributor documents have been requested from phase 2 pre-qualification, if a bidder failed to submit this required document on phase 2, they will not make it to this phase. This should be noted as a repetition of requirements.</p>
9.5	Phase 5: Price and Preference Points Claimed:
	<p>The 90/10 or 80/20 Principle will be applied in terms of the relevant Preferential Procurement Regulations at the time when actual projects are issued in order to calculate the price points.</p> <p>There is no Price offer associated with this tender, Project-specific invitations shall be issued in terms of this contract for future projects where Professional Services are required. Pricing for future tasks under this contract shall be determined by application of the relevant DPSA hourly fee rates for consultant, ECSA and SACNASP fee estimation methods to the project’s scope of work. The evaluation will then be done in accordance with regulation 6 of Preferential Procurement Regulations 2017</p> <p>Attach a valid B-BBEE Certificate or copies thereof. Tenderers who qualify as Exempted Micro Enterprises (EME) may submit a valid Sworn Affidavit signed by the EME representative and attested by a Commissioner of Oaths confirming its annual total revenue of R10 million or less and indicating B-BBEE Level Contributor. Alternatively, the bidder may submit a valid B-BBEE Certificate for Exempted Micro Enterprises issued by the Companies & Intellectual Property Commission (CIPC) on behalf of the Department of Trade and Industry on 24 April 2018.</p> <p>In the case of Qualifying Small Enterprises (QSE), if the bidding entity is more than 51% black owned, the bidder may submit a valid Sworn Affidavit, signed by the QSE representative and attested by a Commissioner of Oaths. (in line with the Justices of the Peace and Commissioners of Oaths Act, 1963). If the QSE is less than 51% black owned, then the bidding entity will be required to provide an original and valid BBBEE Certificate or copies thereof.</p> <p>Only B-BBEE Status Level Verification Certificates issued by agencies accredited by SANAS will be accepted. In case of a trust, consortium or joint venture, all bidders must submit a valid consolidated B-BBEE Status Level Verification Certificate issued by an agency accredited by SANAS or copies thereof</p>
11.	Meeting Closure:

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11.1.	Meeting adjourned at 14:35pm on 23 January 2023 and at 12:15 on 24 February 2023.
12.	Addendum issued:
	Amendment of the prequalification

No.	COMBINED GENERAL OR TECHNICAL QUESTIONS	ANSWERS
1.	Will projects be issued as 80/20 preference point system or 90/10, your SBD 6.1 talks about 80/20	This will differ according to project that would be issued at the time of need.
2.	What required expertise: should the lead have? Q: Point 5 from the document state 10 million	It is a mistake of 10 million which will be corrected.
3.	We lost office and we work from home; will we be allowed to bid/confirm	Re: the company should be able to prove the location used, company equipment, company resource.
4.	Proof of work experiences:	Re: signed completion report (cover page and signature page): Detail cv of the Professional team "confirmation/ traceable information that the Professional person work at the particular project"
5.	is everyone/ who forms part of the submission supposed to sign the documents:	Re: The Signature from the Authorised person will be adequate.
6.	Q: in terms of personnel, are we allowed to use the same person twice:	Are we allowed to share resources/specialists?
7.	Q: If I am interested in bidding for all three categories, should I submit three bid documents?	competing with yourself will render your company non-responsive.
8.	Experience: if the lead needs/has 15 years' experience, is everyone expected to have 15 years?	Minim Required as per each category to secure full points.
9.	Number of personnel needed for Generic.	RE: you will need a minimum of three professionals for Generic, e.g., 3 x Civil if bidding for Civil alone, but 3 x Civil Engineering plus 3 x Mech if bidding for Civil works and Mechanical works.
10.	QS does not form part of the Bid?	QS will not be scored, but depending on projects, they will be required to form part of the project team.
11.	Must we bid for all the listed works or only where we qualify?	Companies should only bid for the work they think they qualify for according to their company information. If your company for example is a Civil Engineering company this means that your company can bid for structural Civil Engineering work or electrical or

No.	COMBINED GENERAL OR TECHNICAL QUESTIONS	ANSWERS
		<p>mechanical engineering, can depending on the work that the company can perform.</p> <p>However, in order to have a healthy competition we expect companies to bid for the category they qualify for, example a bigger company which qualifies for Category 3 cannot also come and compete with companies that on category 1 or 2 it would be unfair to have competition of small companies and bigger companies competing for small projects.</p> <p>At this stage price is not relevant, however the pricing will be applicable at the time when actual projects are issued to companies that have been pre-qualified.</p>
12.	<p>If one is interested in more than one discipline does' it means that we must prepare separate bid response according to the different discipline</p>	<p>If there is a bidder that is interested in responding to more than one discipline, then in the bidder's document it should be clearly marked that the bidder is responding to which disciplines.</p> <p>Bidders should also indicate the lead engineer according to their area of interest</p>
13.	<p>What are about the five points that are being referred to here on the bid document regarding</p>	<p>Five points refers to either PR Professional Engineer or Professional Project manager.</p> <p>Three points refers to either Professional Technologists for Engineering or Project Management.</p> <p>Two points refers to professional technician</p>
14.	<p>If I provide one PR Professional Engineer either Project manager/ Architecture or Engineering Geologist and one PR Professional Engineering Technologist and Professional Project manager, will I get 10 points.</p>	<p>The answer is No.</p> <p>You can only submit one personnel in order to claim points. If you have more than one, we will take the personnel which qualifies your comp any with more points.</p> <p>Example - If your company can provide one Professional Engineering Geology Technologist which qualifies your company to claim 3 points and you also have one Professional Engineer – Project management which qualifies your company to claim 5 points, it means that your company can only claim 5 points due to the highest scoring points.</p>
15.	<p>What happens if I am responding to more than one category (e.g Civil Engineering or Structural Engineering), when I submit must the bid document must it be divided into two folds and indicate where I have PR professional Engineer for Structural Engineering and PR for Technologists. Will I then be scored 5 points on Civil and five points on Structural?</p>	<p>No bidder will be scored more than five points. If you have allocated more than one lead engineer or more resources, the points will remain as explained. We ill take the points of the highly qualified personnel for points calculation.</p> <p>The BEC team will have different score sheets for different categories.</p>
16.	<p>On your scoring system if you go from item one to item five, is it correct to say that if my company has completed 10 or more</p>	<p>Five is a weighted score, which means that you will have to take five and divide it by 5 and multiply it by 15 to get the maximum score.</p>

No.	COMBINED GENERAL OR TECHNICAL QUESTIONS	ANSWERS
	projects, we will be scoring 15 points rather than the 5 points?	
17.	Is there a guideline available that explains what a good development plan for a candidate is, because without a guideline the evaluation might be subjective issue and evaluation might be shaky and people might not be comfortable?	<p>The guideline will be linked to ECSA outcomes which we normally communicate on, there are others for Project Management and other professional services but for Engineering you need to demonstrate that you can teach our candidate Engineers to the level where they can register. If you can offer them training on all level where they can accumulate all 11 outcomes you will be able to claim all points, but if you have selected areas where you can train them then you will not be able to claim all points.</p> <p>ECSA has a guideline for training Engineers</p>
18.	Yes, we understand that there are ECSA guidelines but. If a company is responding to all three disciplines, when it comes to training or transfer of skills are we going to have all the specific things to give you something like a guideline?	For any discipline you are applying for we expect to see your response to cover each discipline, so it is all depended on what you are applying for.
19.	For category 2 and 3, how do you deal with a combination of registration, for example you have 1 engineer and 2 technologists?	We are looking for the documents of lead professionals, for category 2, we are looking for 2 professionals. if you have 1 Engineer and 1 Technologist, the company will be graded at Technologist points.
20.	<p>Looking at the professionals that are here, is it possible to add an allocation for a discipline that way you will know for Civil Structural this is the budget we are working and based on that it will give an indication to different fields in terms of how big the cake is.</p> <p>For example, if for Electrical there was no field to be part of the panel, so the indication of what we are dealing will help manage expectations.</p> <p>The department must also note that there are lots of scams happening around and the document to be provided should be looked after and be disposed in a safe manner to avoid having company personnel information landing to the wrong people.</p>	<p>At this stage we do not have monetary terms because the money will be determined by different projects.</p> <p>Example - If you were to get a pump station, the money of the pump station will not be the same if you were to design a dam. The most part of the work or scope will be on Civil works. As a result, Mechanical and Electrical under normal circumstances come as support to Civil works.</p> <p>DWS keeps the bidders document at head office for a period of ten years before they can send the bidders document to Pretoria West where documents are being archived. The disposal of bidding document happens after many years.</p> <p>Bidders are requested to submit one original document and one copy/ duplicate of the original document including the supporting documents. A flash drive/ memory stick can also be used to contain the copy of the bid document.</p>
21.	In terms of years of experience is the department saying the 10 years post of experience or 10 years as stated on CV?	10 working years post qualification
22.	Not all the bidders here have done work with the Department of Water and Sanitation, so in terms of reference letters ill the letters from Private sector and municipality be accepted?	Yes, the department will accept the reference letters for projects that are water related be it the mining industry or municipality. Pipeline work it does not have to be DWS pipeline, it can be done either under municipality or mine as long as it is still pipeline work done. Same

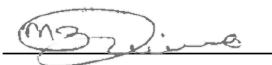
No.	COMBINED GENERAL OR TECHNICAL QUESTIONS	ANSWERS
		as the building, if you have done a building design where for school, hall or a canal.
23.	How do we compile the tender document since there are three categories, if you pass category one it is then that you can move to category two?	<p>Bidders need to choose which categories that they have capacity for.</p> <p>Category 1 is for emerging companies which we refer them to (EME) Exempted Micro Enterprises with an annual turnover of less than R10 million</p> <p>Category 2 is for developing companies moving from small to being secondary developing companies which are referred to as (QSE) Qualifying Small Enterprises with an annual turnover of more than R10 million but less than R50 million</p> <p>Category 3 is for well-developed companies which we refer to as Generic companies with an annual turnover of more than R50 million</p> <p>After pre-qualifying companies into a panel should we find that there are more companies that EME, the department has a right to club the companies to do the work. A big company might be allocated work whereby they need to work together with a small company so that they transfer skills to them to help them reach a higher standard.</p>
24.	Does the clubbing of companies mean that there will be a budget of the bid and small company?	<p>If we have a project of one billion, it means that having a big company working with a small company we will look into the complexity of the work and the competency that is available for category 1 for selection in terms of paring with small companies under category 1.</p> <p>Through the years working with different big companies, experience has taught us that majority of big companies would work with their subsidiary companies and that on its own is not considered as skills transfers or empowerment which the department is looking for.</p>
25.	<p>When the department categorise companies, will it provide the level of work according to categorization. If yes, how is the department going to do it?</p> <p>If my engineers experience and capabilities can proof that they can do the work of level 2 and 3 but my company experience is based on level 1 who is the department going to do the categorisation?</p>	<p>The Professional Indemnity that you will apply for as the company should be based on the work the company can handle and that will be used to determine the level of work they can be allocated. Most companies prefer to apply for the lower PI cover because of avoiding pay more which can be a disadvantage to what can be allocated to them. Your competency should match your PI.</p>
26.	Must we put in a CV for a lead engineer for Civil and record for Civil and for Mechanical we put in a lead engineer for Mechanical and also a track record, so if the track record is the same because it is pump station that appears on both Civil and Mechanical will that be fine?	Yes

No.	COMBINED GENERAL OR TECHNICAL QUESTIONS	ANSWERS
27.	<p>Page 34 form G, which talks to schedule of previous experience, it is stated that list of projects previously executed or being implemented for Department of Water and Sanitation completed within the last 5 years and yet on page 33 speaks of 10 years</p> <p>Is it possible to relax the 5 years to 10 years because of what happened during COVID, since most companies were not working? Most companies will be evaluated on 3 years instead of 5 years, due to the stoppage of work which happened during COVID five years will not be possible</p>	<p>The period will be changed to be 10 years as well on both form G.</p>
28.	<p>Category 3 requires 3 Engineers, it further says it needs 15 or more completed projects, the difference will be the financials which might be below the R50 million</p>	<p>If that is the case it means that your company does not qualify yet to be on Category three due to the financials and the PI</p> <p>Once your company qualifies for a higher category, inform us and submit relevant information proof that you have advanced to a higher category and the submitted information will be assessed by the department and confirmed in writing if you have advanced to a higher level and adjustments will be done on the panel list and the information will be kept available for audit purposes.</p>
29.	<p>A company can have a turnover of less than R10 million and still have a PI over R10 million, how is the department going to determine which category we fall under? Must we submit financial statement or BEE certificate</p>	<p>PI will not fall away but the BEE will be key to categorising and shortlisting companies for a work they qualify for.</p>
30.	<p>Can one submit invoice to proof their experience or reference letters?</p>	<p>We prefer a signed completion report or close out report to proof that you can do the work.</p>
31.	<p>For Generic companies, if we are responding to 3 disciplines must we have CVs for three Civil Engineers' three mechanical engineers, three project managers? And in terms of the track record will that be 15 on each?</p>	<p>Yes, in order to secure maximum points.</p>
32.	<p>In term of the office space do we need to provide the lease agreement that proves that you have office space and furniture as well?</p> <p>For software for engineering do we also need to provide proof for payment or what can be submitted.</p>	<p>For office space we need lease agreement to proof that you have office space and for software you need to submit licence to proof that you have a software whichever software you are using.</p> <p>We do not need proof of furniture.</p>



Mr. Nhlalakahle Madlala

Technical Presenter: Civil Engineering



Ms. Julia Dirane

SCM presenter and Secretariat

ITEMS	CHANGES ON THE PREVIOUS TENDER DOCUMENT	CORRECTIONS ON THE CURRENT TENDER DOCUMENT														
Closing Date for Tender	14 February 2023 @ 11:00am	15 March 2023 @ 11:00am Bids received after 15 <u>March 2022</u> will not be considered and will be returned unopened to the sender.														
Second briefing session	A compulsory briefing session was held on: Date: 23 January 2023 Time: 12:00pm Venue: Roodeplaat Training Centre for the Department of Water and Sanitation. Dwaf-Training Centre, Roodeplaat SH, 2022.	An Erratum of the advert will be issued with a second compulsory briefing session. Companies who did not attend the first compulsory briefing session. Date of the second meeting will be communicated through a second addendum. <u>NB: bidders who attended the first compulsory meeting are not compelled to attend the second meeting. The register for the first and second meeting will be presented to the Bid Evaluation Committee for consideration.</u>														
Issuing of erratum	Phase 2 Prequalification criteria: <ul style="list-style-type: none"> Prequalification criteria will be used in this bid to advance designated groups on the basis of B-BBEE Status Level of contributor, EME's and QSE's Failure to meet the below indicated prequalification criteria in terms of the PPR, 2017, Regulation 4 will automatically disqualify your bid. Any box ticked below will be verified thoroughly by the Department of Water and Sanitation and proof will be requested if not submitted. <ul style="list-style-type: none"> EME and/or QSE <table border="1" data-bbox="347 1704 901 1883"> <tr> <td>QSE (Qualifying Small Enterprises)</td> <td>QSE (Qualifying Small Enterprises)</td> </tr> <tr> <td>EME (Exempted Micro Enterprises)</td> <td>EME (Exempted Micro Enterprises)</td> </tr> <tr> <td> </td> <td> </td> </tr> </table> B-BBEE STATUS LEVEL CONTRIBUTOR <table border="1" data-bbox="347 1951 901 2029"> <tr> <td>LEVEL 1</td> <td>LEVEL 2</td> </tr> <tr> <td> </td> <td> </td> </tr> </table> 	QSE (Qualifying Small Enterprises)	QSE (Qualifying Small Enterprises)	EME (Exempted Micro Enterprises)	EME (Exempted Micro Enterprises)			LEVEL 1	LEVEL 2			Phase 2 Prequalification criteria: <ul style="list-style-type: none"> Prequalification criteria will be used in this bid to advance designated groups based on B-BBEE Status Level of contributor either 1 or 2. Failure to meet the below indicated prequalification criteria in terms of the PPR, 2017, Regulation 4 will automatically disqualify your bid. <ul style="list-style-type: none"> B-BBEE STATUS LEVEL CONTRIBUTOR <table border="1" data-bbox="927 1563 1517 1641"> <tr> <td>LEVEL 1</td> <td>LEVEL 2</td> </tr> <tr> <td> </td> <td> </td> </tr> </table> Bidders with B-BBEE status level other than 1 or 2 will not be eligible for further evaluation. <p>NB: Bidders are requested to submit a valid copy of B-BBEE certificate or original Sworn affidavit</p> <p>The Tender document evaluation criteria did cover companies which are Generic but phase 2 of the evaluation did not.</p>	LEVEL 1	LEVEL 2		
QSE (Qualifying Small Enterprises)	QSE (Qualifying Small Enterprises)															
EME (Exempted Micro Enterprises)	EME (Exempted Micro Enterprises)															
LEVEL 1	LEVEL 2															
LEVEL 1	LEVEL 2															

ITEMS	CHANGES ON THE PREVIOUS TENDER DOCUMENT	CORRECTIONS ON THE CURRENT TENDER DOCUMENT
		<p><i>All categories of enterprises are eligible to bid.</i></p> <p><i>The second briefing for the mentioned erratum is arranged to avoid having bid irregularities.</i></p> <p><i>A revised bid document will be sent with the second addendum.</i></p>

Briefing session minutes