



water & sanitation

Department:
Water and Sanitation
REPUBLIC OF SOUTH AFRICA

Minutes of the Brief Session for W1014WTE and WP0485WTE

Introduction of the member or officials of the Department of Water and Sanitations

Officials present

Mr. M Shai
Mr. M Mdletshe
Mt. T Dlamini
Mr. MN Sekgothe

The Chairperson Mr M Shai ,Director SCM: Demand ,Acquisition and Contract Management opened all nine briefing session and explained the purpose of both bids W1014WTE and WP0485WTE.

Mr. M Mdletshe representing business from the Office of the DDG NWRI gave presentation on technical requirement including the process of functionality evaluations for both bids W1014WTE and WP0485WTE.

Below is how question and clarity for both bids were answered.

1. QUESTIONS AND ANSWERS ASKED DURING THE MEETING.

1.1 Post Elizabeth Briefing session

QUESTION NUMBER	QUESTIONS	RESPONSES
1.	Do we need to have a consolidated BBBEE certificate in the event of a Joint Venture?	Yes
2	Is the work in this contract only limited to only the province you attended the meeting?	Yes, This is a national tender, although you still have to indicate which province you operate in, the department still reserves the right to allocate job to you in a different province but however if you see that you don't have resource then you will indicate to the department. No one will be forced to do these projects.

QUESTION NUMBER	QUESTIONS	RESPONSES
3.	Do we need to attend all briefing session in all provinces?	<p>No you only need to attend one session and if you wish to bid in all provinces, you then have to indicate in your response.</p> <p>Only one set of documents is to be collected not one document per province.</p>
4.	<p>How are you going to address the issue of joint ventures whereby you are a company that falls within a different category and the other in a different category base on the number of resources?</p> <p>E.g the structural company is in category 1 and electrical company is in category 5.</p>	<p>There other services that you will need to subcontract with than JV such as your environmentalist and archaeologist.</p> <p>No bidder can be subcontracted and/or joint ventured in more than one bid or partnerships. Should bidder appear in more than one bid that bid will be disqualified</p>
5.	Can you be subcontracted to someone who didn't attend the meeting?	<p>Yes if you have one person representing the partnership here.</p>
6.	Can you be subcontracted in more than one partner?	<p>No</p>
7.	Can we subcontract with a company that did not attend the meeting?	<p>Yes as long as you indicate who is on the JV agreement and your subcontractor.</p>
8.	If we don't find a consultant (e.g. archaeologist) will this disqualify us or will it affect the points.	<p>Every consultant is linked to the point under functionality, any omission of any consultant will result in you not getting the points linked to that and it will affect your total score.</p> <p>Remember that the department reserves the right to take companies under category 5 to do work under any of the low category.</p> <p>However company(s) in the low categories will not be given jobs in the higher category.</p>

9.	How will company(s) already on the panel align their bids with the sanitation element in the current WP 0485 WTE	Companies already on the panel can update their documents to include sanitation scope. You will have the evaluation criteria to see what is required to update your details for a higher category than the one registered in. this process will take place when those already on the panel write to the department. Any time during the period of the contract you can update your detail but this would not mean that you want to move to a higher category.
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1.2 BELLVILLE BRIEFING SESSION- QUESTIONS.

QUESTION NUMBER	QUESTIONS	RESPONSES
1.	Do I need to have a PI requirement at the time of submission or can I submit a letter from the insurance suffice that I qualify for the minimum required PI?	Yes the letter from the insurance will suffice as long as it's on the insurance company(s) letterhead.
2.	If is don't include an environmentalist but qualify to be in the panel. Will I get the job for environmentalist should I be in the panel.	Yes you will get the job but from within the category the department will select from a company that has environmentalist to do the environmental part of the project.
3.	How will we know the percentage of work to be subcontracted if we have no idea of the work to be done?	In your submission to be in the panel you will only be required to indicate your subcontracts and when you get allocated you're a project you need not subcontract more than 25%.
4.	Is the ISO certificate a requirement	Yes it is for quality control.

1.3 BLOEMFONTIEN BRIEFING SESSION QUESTIONS.

QUESTION NUMBER	QUESTIONS	RESPONSES
1.	Can we bid in all provinces we wish.	No. you can alone bid for province you have a foot in or operate in and not for those you wish or plan to have offices in the future hence we need the proof of residence of the business.
2.	If you have a grade lower than the requirement, can you bid?	No you can bid because we cannot change the minimum grade of CIDB 4. Your bid will not be considered.
3.	How are you going to deal with person who is both electrical and mechanical engineer? Will you consider him in both constituencies?	No you have to indicate in you bid as to which of the two he will work on because if we take them for both then we might face a situation where they required in different provinces for both respective disciplines at the same3 time.
4.	It take time to register a JV and have a consolidated BBBEE certificate, will you accept separate documentation of JV partners while we are in the process of registering	Yes you can submit separate document for each company such as the CIPC certificate, original and valid Tax Clearance Certificate as well as certified or original BBBEE certificate in addition we need a notary joint venture agreement.
5.	Can a bidder choose more than one category?	Bidders must only choose one category, if you choose more than one then your bid will be disqualified.

1.4 Durban BRIEFING SESSION QUESTIONS. 2015/01/09

QUESTION NUMBER	QUESTIONS	RESPONSES
1.	Can a company with a 3 CIDB PE status submit a bid for this tender?	No. CIDB state that when a department accepts the PE status we need to have a programmes that support those company and the department does not have that since this bid is for a panel not for specific projects.
2.	In the case that the company has been dormant for some time and you only have the financial statement of one year, would we be disqualified.	You must get a letter from your accountant explaining the reasons why you are unable to produce the document of the last two years.
3.	Which experience are you looking for? If the individual has the experience and not the company, will you disqualify them?	The department will only contract with company(s) not individuals, so the experience that we are looking for is of the company even though at the later stage we will look at the individual experience for particular projects.

1.5 Kimberley BRIEFING SESSION QUESTIONS. 2015/01/13

QUESTION NUMBER	QUESTIONS	RESPONSES
1.	What will happen if you don't have one of the discipline but you get the minimum qualifying threshold? Will you still be given jobs?	You will not be given a job that has the discipline you did not add in your bid. But however you will be given an allowance once you are approved into the panel to update your professionals and update your proposal.

1.6 MPUMALANGA BRIEFING SESSION QUESTIONS. 2015/01/16

QUESTION NUMBER	QUESTIONS	RESPONSES
1.	How are going to accommodate the companies which want to move from grade 4 to higher grade	The companies has to submitted proof of the new grade from the CIDB in order to be upgraded to the higher grade on the panel.

1.7 Gauteng Briefing session questions. 2015/01/19

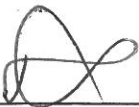
QUESTION NUMBER	QUESTIONS	RESPONSES
1.	How much is the budget allocated for the projects on the panel and what is the target?	Budget for the projects will be finalised are allocated as the job will be issued as and when required.
2.	How are you going to allocate the work to the PSP's and Contractors on the panel. Will it be through competitive process between PSP's and Contractors on the panel or Which method will be used?	Procurement process for the allocation of work is currently under review and communication will be made to the PSP's and Contractors approved on the panel.
3.	Will combination of the GBCE be accepted?	Yes as long as it has CE the proposal will be accepted.
4.	Will the contractor registered on the supplier database be considered for work on the panel?	Contractors registered on the supplier database should buy the bid and meet all requirements in order to qualify to participate on the panel

5.	What will the role of the Cuban engineer's be on the panel?	The appointment of the Cuban is just to compliment the capacity of the department.
6.	Will the consolidated BBEE certificate required for PSP's and Contractors who wish to form JV or consortium?	Yes
7.	How long will the evaluation process last?	Within 90 days after the closing date, however the evaluation of the previous panel of WP0485 took 8 months.
8.	Where should the completed bids be submitted?	All completed bids should be submitted to the head office in Pretoria on the closing date and time of each specific bid.
9.	Why consolidated BBEE certificate for JV is required since there is no prices for both bid.	It a legal requirement since the report for the BBEE participation has to be recorded accurately.
10.	Is it a requirement that the environmental practitioners be registered with relevant authority?	All environmental practitioners should be registered with relevant authority and pay annual fees as required in terms of the environmental act, since practitioners found to be practicing without registration can be arrested or fined since it is as criminal offence.
11.	Company appointed at Grade 4 and within a year upgrade to CIDB 6 for example how will the process of upgrade be dealt with?	Contractors should apply for the upgrade on the panel in order to be considered for the allocation of work at the higher level and all relevant supporting document proving that the CIDB grade has been upgrade should be submitted to the department which will effected the upgrade on the panel.
12.	Grade 7 expired last year ,but waiting the new certificate to be issued in the following financial year.	As long as the proof is submitted that the certificate has expired and the new one will be issued.

QUESTION NUMBER	QUESTIONS	RESPONSES
13.	Will the incubation or developmental programme focus on the both Contractors from grade 4-6 including the PSP's on Category 1 to 3.	Yes
14.	Will PSP's on the higher categories be appointed for work at the lower categories.	Yes depending on the nature of the work required and particular for the complex project.
15.	How will the PI for the JV's be calculated?	The PI's for the JV's will be combined.
16.	NQF 7 accreditation certificate has been discontinued by SETA Training and why is it still necessary for the bid.	Bidders are requested to submit a proof of letter to show that the candidate meet the requirement if the certificate is no longer issued since some of the skills required will be to assist the department to meet its national objectives.

2. Other Point of Emphasis

- 2.1 More emphasis was made on to the bidders that they should make sure that they must not be in more than one partnership/ Joint Ventures or subcontract(ed).
- 2.2 On the closing date one (1) original and three (3) copies must be submitted on the closing date.
- 2.3 The closing date for bid number W1014 WTE is 05 February 2015, WP 0485 WTE is 12 February 2015.
- 2.4 Bidder must familiarise themselves with all bid documentations including the addendum, presentation and minutes of the meeting.

 M V SHAI
Chairperson