



water & sanitation

Department:
Water and Sanitation
REPUBLIC OF SOUTH AFRICA

MINUTES OF THE COMPULSORY BRIEFING MEETING FOR TENDER W1027WTE HELD AT KURUMAN RESERVIOR SITE OFFICE ON FRIDAY , 05TH JUNE 2015 AT 10:30AM.

WELCOME

Ms Hlazo welcome everyone in attendance and the attendees were requested to complete the attendance register .

DISCUSSIONS .

The SCM representatives (Ms Thembeke Hlazo and Ms Nomthandazo Plaatjie) gave a brief presentation on the compulsory documentation that all bidders must fully comply to It was emphasized that the tender will be evaluated in a three (03) phased approach , the administrative compliance , technical compliance and the price and preference .

Phase 1 : Administrative compliance

Bidders are required to submit and complete the following documents which should form part of the bid submitted by closing date .

(a) An original and valid tax clearance certificate .

If bidders do not have the original Tax clearance certificate and have bid before in the Department, a reference should be made by the bidder . This will only be acceptable if the Department is in possession of the original Tax clearance certificate and the certificate is still valid .

A trust , consortium or joint venture must submit individual Original Tax clearance certificates .

(b) The pricing schedule (SBD3.2)

The pricing schedule must be completed in full . Failure to comply will invalidate your bid . If any confusion exists with the bidding price , the bidding price indicated on the SDB 3.2 shall be taken as the correct price .

The bidders were advised to write their Total amount /bid prices in words .

CONFIDENTIAL

(c) Completion and inclusion of standard bidding documents .

The following standard bidding documents must be completed in full and signed .

- SBD 1 , SBD 4 , SBD 6.1, SBD 8 and SBD 9.

(d) Company registration certificate (original or certified copy). Attach CIPRO/CIPC documents (original or certified) an certified copies of Identities of all Directors .

The bidders were advised to certify the documents .

Phase 2 : Technical compliance

Mr J van Niekerek presented the technical specification to the prospective bidders .

He emphasized the following :

All the specifications of SANS 878:2004 (or later) for ready mixed concrete will apply and both the coarse aggregate (stone) and fine aggregate (sand) shall comply with all the relevant requirements of SABS 1083. The type of the cement to be used in the concrete mixes must be CEM11/A-M(L) 52.5N will be allowed

On the day of the supplying the concrete to site , if the concrete does not meet the required slump on site , the delivery will not be accepted and the supplier will be liable for the expenses.

NB : Bidders were advised to note of the following –

- Bidders were advised to take note of the instructions within the tender documents.
- There will be penalties for late delivery .
- Payment will be made per cubic meter of concrete delivered to site.
- The department reserves the right to check the quantities loaded at any time .
- The quantities may differ as indicated in the documents.
- The concrete must be delivered at site per cubic meters , all costs must be included in the total bid price . The cubic must be tested at the accredited Laboratory
- The bidders will be required to submit mixed designed which will be tested .
- Delivery rates are indicated on the tender documents but for large placements the bidders will be contacted in time .
- The delivery to site will commence once the contractor has been awarded and the bidder will be contacted in time to make arrangements for delivery to site

CONFIDENTIAL

Phase 3 : Evaluation of price and preference points .

Ms Hlazo emphasized that the bidders are required to submit original and valid BBBEE status level verification certificates or certified copies together with their bids . Bidders who do not submit BBBEE status level verification certificates or are non-compliant contributors to BBBEE do not qualify for the preference points for BBBEE but will not be disqualified from the bidding process . They will score points out of 90 for price only and zero(0) points out of 10 for BBBEE .

A trust , consortium or joint venture must submit a consolidated BBBEE status level verification certificates .

Closing of bids .

Bids received before the closing date and on the closing date before 11:00 (timing derived from Telkom time) will be accepted . The tender box is opened 24/7 . No late tenders will be accepted .

In the event that prospective bidders decide to use postal address to submit their tender documents , it is emphasized that they do so in time as tender documents will be received by the Department's registry before they are deposited into the tender box .

In the event that prospective bidders decide to use the courier , the department does not give proof of acknowledgement of tender documents , the tender document will be deposited into the tender box .

The validity of the tender is 120 days from the closing date of bid. The closing date is on 18th June 2015. The tender box can be deposited at 157 Francis Baard Street (formerly known as Schoeman Street) , Zwamadaka Building , Pretoria.

QUESTIONS AND ANSWERS

The advert stated that the tender documents can be downloaded as from rom 24th May 2015 but were not available . .

The department experienced challenges uploading the tender documents on the etenders portal , hence the tender documents were uploaded on the Department's website .

CONFIDENTIAL

If the bidder downloads the tender documents , is the deposit still required ?
Yes , for all bidders to participate (those who collected tender documents from the office and downloaded from the websites) , proof of payment should be submitted together with the tender documents .

What is the duration of the project ?

The completion date of the project is December 2015 but if there is extension of time it will be for Jan- Feb 2016.

Where should the concrete be supplied ?

The concrete should be supplied to site . The bidder will be required to submit the mixed designs for different rates which the Engineer will approve or disapprove. The department has its own pump.

The volumes indicated on the tender documents to be delivered within 28 days , will it be placed at once?

The project is on going . The orders will be placed as and when required throughout the remaining of the project . The volumes and the quantity is indicated in the tender documents .

General

Any enquiries regarding technical information may be directed to vanniekerkj@dws.gov.za and for Bidding procedures Thembeke Hlazo and Thandie Plaatjie can be contacted at 012 336 7066/8364.

CLOSURE

The meeting was adjourned at 12h00



CHAIRPERSON

12/06/2015.

DATE



SCRIBER (WTE)

08/06/2015

DATE