

Minutes of Bid W1059 Briefing session

1. Mr Skosana welcomed the service providers
He also highlighted the purpose of the tender being to show the amount of work to be done

1. Technical Presentation

Mrs Mazibuko the project manager made a presentation on the technical requirements of the bid and explained background, the benefits of VV, the scope of work and define VV.
Presentation attached separately under corresponding Bid number W1059-WTE

Q: Are we allowed to get the copy of the presentation?

A: Ms Dirane said that SCM will upload the presentation on DWS website or e-mail it to service providers.

2. Mr Sekgothe presented Supply chain management requirements: Evaluation Process.

Under phase 1 he clarified that:

- ✓ Failure to comply with any item of any phase the bidder will be disqualified.
- ✓ Bidders must complete all SBD forms.
- ✓ He also clarified that SCM is experiencing a problem of bidders submitting copies of Tax clearance certificate which will lead to bids being disqualified.

Below Phase 2 he clarified that:

- ✓ Every stage of evaluation works independently.
- ✓ Bidders should price on every item.

He also highlighted that documents are obtained free on the website, but for the bidder to participate they should attach an original proof of payment in the bid document and three copies and original must be submitted. The technical and the financial proposal should be in separate envelopes.

3. Ms Dirane also presented Supply Chain Management and explained that:

- ✓ Bidders must complete the SBD4 form with honesty and in a fairly manner.
- ✓ Let the person who knows the management of the company to complete the SBD4.
- ✓ Bidders must also disclose if they have done any business with the state.
- ✓ Tender documents should be submitted in a nicely manner.
- ✓ The pricing schedule will be forwarded via E-mail.
- She also clarified the issue of a companies entering in a joint venture and said:
 - ✓ When you submit for a joint venture, two copies of valid TCC and certified Consolidated BBBEE certificate indicating the level of each company must be submitted and when completing the SBD4 all companies must disclose their information on the same form.
 - ✓ Bidders must notify SCM before the closing date if there have sent their documents via post so that we can be aware.
 - ✓ Questions should be sent at least 3 days before the closing date so that it can be clarified on time and may also be forwarded to Mr Skosana.
- She also highlighted that during the bid opening financials will not be disclosed; only the name of companies that bided will be disclosed.

Presentation attached separately under corresponding Bid number W1059-WTE

□ NB! He also made emphasis of the tender box being open 24 hours a day for Submissions

Questions and answers on SCM presentation

Q: Is there any indication that the tender will be uploaded?

A: The tender was supposed to be uploaded yesterday (14/07/2015) but we encountered several issues.

Q: Can we use the EFT payment?

A: yes, submit the proof of EFT.