



water & sanitation

Department:
Water and Sanitation
REPUBLIC OF SOUTH AFRICA

MINUTES OF THE COMPULSORY BRIEFING MEETING FOR TENDER W1052WTE HELD AT DEPARTMENT OF WATER & SANITATION :CONSTRUCTION NORTH: MECHANICAL WORKSHOP LEVUBU OFFICE NEAR LOUIS TRICHARDT ON TUESDAY , 15th SEPTEMBER 2015 AT 11:00AM. (THE DISPOSAL SALE OF CONSTRUCTION EQUIPMENT AT LEVUBU FOR DIRECTORATE CONSTRUCTION).

WELCOME

Ms. N. Plaatjie opened the meeting and welcome everyone in attendance and the attendees were requested to complete the attendance register for the compulsory briefing session.

ATTENDANCE

PRESENT: As per the attached list.

DISCUSSIONS .

The SCM representative (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 two (02) phased approach , the administrative compliance and the evaluation of price.

Evaluation Process to be Followed

The Evaluation Committee will be following a phased approached during the evaluation.

Phase 1

Administrative Compliance:

It is compulsory that all bidders comply with the administration requirements of this bid. Bidder are required to submit and or complete the following documents which should form part of the bid submitted by closing date. Omission to complete and/or submit the listed documents will render your bid non responsive and the bid will not be considered for the phase 2 of evaluation.

(a) An original and valid tax clearance certificate

Bidders must submit an original and valid TCC on the closing date together with their bid response.

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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 .

(b) The Pricing Schedule (Annexure 25)

The pricing schedule must be completed in full. Failure to comply will invalidate your bid. If any confusion exists with the total bidding price, the bidding price indicated in SBD3.2 shall be taken as the correct price.

(c) Completion and inclusion of standard bidding documents

Completed and signed standard bidding documents.(SBD1, SBD2, SBD4, SBD8 and SBD9)

(d) Compulsory briefing session attendance.

Everyone in attendance should sign the attendance register as it is a compulsory briefing session.

Phase2

Evaluation of price

The bidder with the highest price will be recommended for the lot.

Closing of Bids

A document is issued for free to prospective Bidder. These documents are obtainable from:

Supply Chain Office
Entrance Emanzini Building (G17)
173 Francis Baard Street
PRETORIA
0002

Or can be downloaded on www.dwa.gov.za / ETender – www.treasury.gov.za

The document can be sent back to

POSTAL ADDRESS:

DIRECTOR-GENERAL: WATER AND SANITATION
PRIVATE BAG X313
PRETORIA, 0001

OR TO BE DEPOSITED IN:

THE BID BOX AT THE ENTRANCE OF ZWAMADAKA BUILDING
157 FRANCIS-BAARD STREET
PRETORIA, 0002

The tender box is opened 24/7

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Bids received before closing date and time or on the closing date before 11:00 (timing derived from Telkom time) will be accepted, 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 the 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 90 days from the closing date of the bid. The closing date for this bid is on 01st October 2015 at 11:00.a.m.

It is important for the bidder to keep a copy in order to be sure what was completed on the bidding documents in case of clarification needed by DWS.

General

Any enquiries regarding technical information may be directed to Johnny Vertue @ 015 307 3799 or 082 880 0684 ; and Eben Kriek @ 012 336 8448

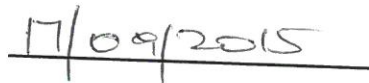
Any enquiries regarding bidding information may be directed to plaatjien@dws.gov.za can be contacted at 012 336 8364.

All enquiries should be done during office hours (7h15- 15h45)

The meeting was adjourned at 11h10



SCRIBER (WTE)



DATE