



water & sanitation

Department:
Water and Sanitation
REPUBLIC OF SOUTH AFRICA

MINUTES OF COMPULSORY BRIEFING SESSION MEETING FOR BID:

DWS08-0319 WTE

SUPPLY AND DELIVERY OF BULK PULVERIZED FLY ASH FOR THE RAISING OF CLANWILLIAM DAM.

DATE : 15 APRIL 2019
TIME : 13:00AM
VENUE : CLANWILLIAM DAM

Procedural Matters

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| 1. | Opening and welcome | : | Mr. Manfred Röhrs |
| 2. | Introduction and signing of attendance register | : | By all attendees |
| 3. | Supply Chain Management Presentation | : | MS Malose Seeletsa |
| 4. | Technical Presentation | : | Mr. Ishmael Arendse |
| 5. | Questions and Answers | : | By presents and other
DWS Officials |
| 6. | Closure | : | Mr. Manfred Röhrs |

1. OPENING AND WELCOME

Mr. Manfred Röhrs welcomed all to the compulsory briefing session. The attendees were requested to complete the attendance register. Bidders were informed that attendance register will serve as proof during the evaluation that bidders have attended the compulsory briefing session. They were also advised to ensure that the name of the company listed in the attendance register, must be the same name they intend to bid with. During the evaluation, if the name of the company of the response received does not correspond with the name on the attendance register, the bid will not be considered.

Mr. Manfred Röhrs gave an Description of project: The raised dam wall will be approximately 370m in length and 49m high. The works includes the addition of concrete on the downstream side, extending the apron, construction of an intake tower, river outlet control house, a power generating house, tunnel and cofferdams on the upstream side and various pipe outlet structures on the downstream side. Access to site is next to the N7 through controlled gates.

2. SCM PRESENTATION

Ms Seeletsa took bidders through the administrative, mandatory bidding procedure and compliance thereof. She indicated that there has been administrative and supply chain related changes made to the bid document. The changes made did not affect nor include the specifications.

The presentation was outlined as follows:

- **Submission of tender;**
- **Conditions of tender;**
- **Evaluation Criteria and the changes made**

SUBMISSION OF TENDER

- The bid will closing date for the bid is 07 May 2019 at 11:00am, any bid received later than the stipulated date and time will not be acceptable.
- The cost for participation is free, bid documents can be downloaded from the Departmental website under current tenders.
- The original Bid and 2 copies, together with a covering letter and supporting documents, shall be submitted in a sealed envelope endorsed with a bid description and bid number as well as the name of the bidder which must be clearly shown on the cover.
- The bid document must be deposit in the bid box situated at the entrance of the ZwaMadaka Building, 157 Francis Baard Street, Pretoria
- On the closing date, public opening of the received bid and tendered prices will be announced.
- Bidders have three options to submit their bid documents (hand delivery, via couriers or by post).

- In case where a bidder prefers to post their bid response, it must be done 5 days prior to the closing date; it will remain the bidder responsibility to inform SCM to collect their bid response from registry days before the closing date.
- Failure to do so and the bid response is received late, SCM will not take the held accountable.
- In all three (03) options listed above, it remains the responsibility of the bidders to make necessary arrangements in time as not late bids will be accepted.
- The last date for sending questions for clarification will be on 26 April 2019 at 16:00pm. The questions / queries to be forwarded to bidenquirieswte@dws.gov.za. Queries received after the due date will not be considered. The due date is set to allow the Department to answer questions in time and to incorporate all the response in the briefing minutes which will be send to all bidders who attended the briefing.

CONDITIONS OF THE TENDER.

- It is the bidder's responsibility to ensure that the bid response is returned with all the relevant SBD forms and as well as the supporting documents., failure to do so will render the bid non-responsive.
- All SBD forms must be completed in full and initialed as per the condition of the tender and where required.
- Each page of the completed document that will be submitted should be initialed by the Bidder at the bottom of the page.

Please take note

- The recommended bidder will be required to submit a "Letter from the manufacturer" confirming the supply arrangement within **14 days** after the approval of the bid, this will be applicable only to the recommended bidder. **Failure to do so will invalidate the Bid.**

• APPLICABLE EVALUATION CRITERIA.

- The bid will be evaluated on a four phased approach outlined as follows :
 - Phase 1 : Compulsory Subcontracting
 - Phase 2 : Administrative and mandatory compliance.
 - Phase 3 : Technical Evaluation and Specification compliance
 - Phase 4 : Price and preference points claimed
- Bids will be evaluated in accordance with the new Preferential Procurement Regulations, 2017, which came into effect on the 1st April 2017 using 90/10 preference points system as prescribed in the Preferential Procurement Policy Framework Act (PPPFA, Act 5 of 2000).

The lowest acceptable bid will score 90 points for price and a maximum of 10 points will be awarded for attaining the Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution.

PHASE 1

COMPULSORY SUBCONTRACTING(PREFERENTIAL REGULATION 2017, REGULATION 9)

•In order to give effect to the Preferential Procurement Regulations, 2017 pertaining to the Preferential Procurement Policy Framework Act (Act No 5 of 2000) the selected prequalification criteria for this bid is in terms of regulation 9.

•Only bidders who have a 30% sub-contracting agreement to a 51% black owned EME or QSE will be considered for this bid .Verification documentation to be submitted to confirm 30% sub-contracting compliance requirements are as listed (failure to submit the supporting documents, bidders will be disqualified).

- Sub-contractor's valid sworn affidavit or BBEE status level verification certificate.
- Sub-contractor must be tax compliant with SARS (the status will be verified through CSD and SARS). Attach copy of Tax Clearance certificate or status compliance Pin.
- Pro-forma sub-contracting agreement signed by both parties

PHASE 2

ADMINISTRATIVE COMPLIANCE

Take Note: Bidders are required to submit and comply with all mentioned requirements and failure to do so will render their bid non-responsive and will be disqualified without being considered for further evaluation

1. Detailed CSD report (The bidder must be registered with the National Treasury Central Supplier Database upon the closing of the bid. In bids where consortia / joint venture is formed, separate CSD report must be submitted.
2. A valid copy of Tax Clearance Certificate (TCC) and the Tax Compliance status page which has the company PIN. The submitted TCC or Status compliance pin will be validated on the Central supplier database system or with South African Revenue Services. Bidders must note that if they are found to be non-compliant at any stages of evaluation and the matter cannot be resolved within the reasonable time period stipulated by the Department, their bid will be regarded as non-responsive and will be disqualified. In bids where consortia/joint venture/sub-contractors are involved , each party must submit separate TCC or tax compliance status pin It

remains the bidders responsibility in ensuring that their business partners adheres to CSD requirements and SARS for bidding purposes.

3. Company to attach copy of CIPC/ CIPRO certificate. In case of consortia/joint venture all parties involved must submit its own CIP/CIPRO certificate, active and in good standing with all CIPC/CIRPO requirements.
4. Letter of authority indicating the person duly authorised thereto by a Board of directors or the owner of the company.
5. All SBD forms attached to the bid must be completed in full and initialed where required. (SBD1, SBD3.2, SBD 4, SBD 6.1 ,SBD 8 & SBD 9). In case of consortia/joint venture, each party must complete a separate SBD4, SBD8 and SBD9. It remains the bidder's responsibility to conduct background check on companies they intend to form joint venture with and ensure that their business partner has good track record in terms of the bidder's past supply chain practices. The Central Supplier Database registration number (MAAA number) on SBD 1 should be of the leading bidder.
6. Bidders are to initial and sign Section 2 Tender data, failure to do so will render your bid non-responsive & disqualified.

CHANGES

- The bid is for 52 months not 48 months.
- SBD 6.1 that is attached is 80/20 preference ,the correct preference for this bid is 90/10 preference point system

PHASE 3:

MANDATORY REQUIREMENTS

Take note: Bidders are required to comply with all the mentioned requirements, failure to do so will render their bid no-responsive and will be disqualified.

1. Attendance of the compulsory briefing session (Attendance register circulated at the briefing session will serve as proof).
2. A copy of Valid letter of Good Standing with the Compensation Commissioner in terms of the Compensation for Occupational Injuries and Diseases Act No 130 of 1993
3. Certified copy of UIF certificate or letter of good standing.

PHASE 3

SPECIFICATION ANS TECHNICAL COMPLIANCE

The bid will be evaluated using the below criteria. Bids that fails to achieve a minimum score of 47 will not be considered for phase 4 of the evaluation.

NO.	CRITERIA	DELIVERABLES	WEIGHTING/ JUDGEMENT PER CRITERIA	MAXIMUM POINTS
1.	Schedule of Plant	<p>1. A fully completed and signed schedule list of the delivery tankers and capacity that the bidder own or will lease and have for this contract must be provided. The following must be presented on the schedule to be provided:</p> <ul style="list-style-type: none"> • Item description • Type and size • Capacity • Quantity • Year of manufacture • Present financial liability • Owners to provide their registration documents and lessee to provide a letter of intent from the lessor. <p>The amount of product to be delivered ranged between 20 to 650 ton /week therefore at least 5 of 30Ton Tankers will be required at peak. Points allocation will be as follow:</p>		Total for criteria 10
		6 and more 30 Ton tankers available	10	
		5 of 30 Ton Tankers available	7	
		4 of 30 Ton Tankers available	5	
		3 of 30 Ton Tankers available	3	
2.	Past Experience	<p>1. Contactable reference (description of the project, period of the contract, contract amount and project manager for reference)</p> <p>2. Provide a minimum of 3 contactable references of clients for which bulk supply and delivery of cement where done.</p> <p>3. Bidders must submit signed reference letter(s) from previous clients/employer.</p> <p>4. Note that only completed projects will be accepted for evaluation.</p> <p>Reference letter(s) must indicate any of the above listed projects completed by the bidder. Points allocation will be as follow: The weight that will be allocated to each criterion will be as follows: <i>The weight that will be allocated to each criterion will be as follows:</i> <i>Values: 1= Poor; 2=Average; 3=Good; 4=Very Good; 5=Excellent, where bidder omitted to</i></p>		Total for criteria 10

		<i>attached the required document no points will be allocated, therefore the bidder will obtain 0 or Zero.</i>		
		6 Completed bulk supply projects	10	
		5 Completed bulk supply projects	8	
		4 Completed bulk supply projects	6	
		3 Completed bulk supply projects	4	
		2 Completed bulk supply projects	3	
		Less than 2 Completed bulk supply projects	0	
NO.	CRITERIA	DELIVERABLES	WEIGHTING/ JUDGEMENT PER CRITERIA	MAXIMUM POINTS
3.	Product Compliance	It is a requirement that the Manufacturer of the product be the same throughout the contract and the Manufacturer do have a SANS certificate. Points will be allocated as follow:	Points will allocated as follow:	Total for criteria 30
		<ul style="list-style-type: none"> • A list of all the properties of the FA as listed in paragraph 5.5 of SANS 50450-1:2014 is presented. 	Yes=15 No=0	
		<ul style="list-style-type: none"> • A copy of the SANS certificate of Compliance to Specification SANS 50450-1:2014 and all its supporting specifications. is presented. 	Yes=15 No=0	
4.	Quality Management System	<ul style="list-style-type: none"> • Provide a sample Compliance SABS certificate that will be provided after every 1000 Tons delivered. 	Yes=10 No= 0	Total for criteria 10
	TOTAL		Max 60 Min 47	

PHASE

PRICE AND PREFERENCE POINTS TO BE CLAIMED.

The following preference point system is applicable to this bid:

the 90/10 system for requirements with a Rand value above R50 000 000 and the lowest acceptable bid will score 90 points for price and a maximum of 10 points will be awarded for attaining the Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution

- Any bidders who want to claim the preferential points must submit proof of valid B-BBEE Status Level of contributor Certificate or its original Sworn Affidavit with the bid – Failure to submit the required documentation will be interpreted to mean that the preference points for the B-BBEE status level of contribution are not claimed.
- BBEE certificate must be a certified copy and it must be valid on or before the closing date of the invitation in order for a bidder to qualify for the points to be claimed.

- The original Sworn Affidavit endorsed or signed off by the commissioner of oath must be the original document not a copy and it must be valid on or before the closing date of the invitation in order for a bidder to qualify for the points to be claimed
- In bids where there is Consortia/Joint Ventures, a consolidated valid B-BBEE certificate must be submitted.

Please take note:

- NB: A Copy of certified copy of B-BBEE status level contributor certificate will not be accepted.
- NB: A Copy of a sworn affidavit will not be accepted.
- Bidders are requested not to make a copy of the document which has already been certified for tendering purposes.

3. QUESTIONS AND ANSWERS.

QUESTIONS	ANSWERS
If am doing a joint venture with company that is 0 BBEE but there have past experience that is related to this project ,can their submit supporting document as proof?	Yes .Their can submit the proof of document.
You refer to cement and fly ash tender twice; we assume we read as fly ash and where it says cement?	We will clarify it.
When will the award take place?	We don't have a specific date but the validity period is 120 days.

CLOSURE

The meeting adjourned at 13:45



Signature
Chairperson