



water & sanitation

Department:
Water and Sanitation
REPUBLIC OF SOUTH AFRICA

MINUTES OF COMPULSORY BRIEFING SESSION MEETING FOR BID:

DWS09-0319 WTE

THE SUPPLY AND DELIVERY OF CONCRETE ADDITIVES FOR THE RAISING OF CLANWILLIAM DAM FOR 52 MONTHS

DATE : 16 APRIL 2019
TIME : 10:00AM
VENUE : CLANWILLIAM DAM BOARDROOM

1. OPENING AND WELCOME

Mr. Manfred Röhrs opened the meeting formally and introduced Supply Chain Management (SCM). Mr. Manfred alerted the bidders of the changes in the period from 48 months to 52 months. He further indicated that there is an attendance register that was circulated and bidders must fill in their names correctly, eligibly especially telephone numbers and email addresses to ensure that they are contactable, he further emphasized that there was a situation where emails were returned because SCM couldn't read the hand writing. Company representative must complete the details of the company they are tendering for.

2. PRESENTATION

Mr. Manfred Röhrs started with the presentation and he highlighted to the bidders that if they have question on the specific slide must stop the presenter and ask the question, bidders must not wait until the end of the presentation and try to ask the question, because we will lose the information there.

This concrete additives will be done in the following way:

1. Introduction
2. Standard Specifications
3. Submission of the tender/ bid
4. Condition of tender
5. Evaluation Criteria and Changes to be made

The Clanwilliam Dam when finished will be roughly 370m long the dam wall 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 will be through controlled gate, one will be on the northern site and one will be on the Southern Site. One gate will be there , may be for the access of passenger vehicles but that is still under consideration, but the other access will be done through the access that bidders use to go to the briefing session. The tenderers vehicles will have to come through that point on site.

The general layout of the dam, the work that needs to be performed with the major part of the concrete laying there on the right bank and the left bank and the Spillway way sections, there is a large cofferdam at the Intake tower and outlet works apron etc.

The scope of work for supply and delivery of concrete admixtures for various grades of concretes, concrete mix design to optimise cost and admixtures required for various classes of concrete and the supply of fully automated dosage equipment including suitable silo storage for three automatic batching plants. This is the scope of the contract to provide the information and the successful bidder must supply this equipment.

3. SPECIFICATION

Mr. Arendse continued with the specification presentation. He indicated that the majority of the concrete will be IVRCC with some different grades of concrete used in structures and the precast yard. IVRCC will be placed by means of a conveyor system, trucks and/or chutes.

Other grades of concrete (CVC) will be placed by means of a concrete pump and/or crane and concrete bucket. The following information is applicable to the requirements as specified in the tender: the indicative volumes per type of concrete, the various concrete mix specifications, fine aggregate grading and properties for IVRCC, coarse aggregates grading and properties. There is an addition to tender specifications for fine aggregate grading and properties for Convectional vibrated concrete.

The admixtures required are to enhance performance of the relevant concrete mixes to adhere to the concrete specifications. Cognisance should be taken on the following: coarse aggregates are likely to be susceptible to Alkali- aggregate reactions hence an ASR inhibitor Admixture may be required. The average midday temperature in summer is 35°C to 45°C. Heat of hydration is a major problem and has to be kept to a minimum.

Three major types of concrete: IVRCC Majority of concrete consists of IVRCC, the spec of this admixture is that the initial set of the mix must be at least 25-27 hours @ 28°C with final set not later than 42hrs ±8hrs @ 28°C. It is therefore envisaged to use a (Type B) retarding and (Type G) water-reducing, high range and retarding admixture; Conventional Strength Concrete will mainly be pumped in mass volumes, heat of hydration and workability to be addressed through air entraining, water reducing and a super plasticiser admixture; Flow Concrete is a self-compacting concrete which is self-levelling under horizontal gravity flow without any segregation or bleeding, workability and bleeding needs to be addressed using a non-shrink and super plasticiser admixture.

Supporting Documents required

The following information must be submitted with the Bid:

- The anticipated dosage of all mixes as per table 7
- The ISO 9001 certificate of the supplier of each type of product
- The respective conformance and specification of each type of admixture

- The trade name of the admixture, its source and the manufacturers recommended method of use
- Maximum and minimum dosage rates and effects of over and under dosage
- Details of admixtures composition and chloride content
- The proposed method of dosage and control

Change under PS 3.3

- In the event where the bidder is only a supplier and not the manufacturer a "Letter from the manufacturer" confirming sufficient stock and manufacturing capacity at the required rate for the duration of the bid period must be submitted 14 days after request by the recommended bidder.

The supporting documentation that is required and must be submitted with the bid are as follows:

- The anticipated dosage of the mix design that must be done at the initial stage of all the mix d as per table 7 of the tender document.
- The ISO 9001 certificate of the supplier of each type of product
- The respective conformance and specification of each type of admixture
- The trade name of the admixture, its source and the manufacturers recommended method of use
- Maximum and minimum dosage rates and effects of over and under dosage
- Details of admixtures composition and chloride content
- The proposed method of dosage and control
- **There is a change under PS 3.3 which should read,** in the event where the bidder is only a supplier and not the manufacturer a "Letter from the manufacturer" confirming sufficient stock and manufacturing capacity at the required rate for the duration of the bid period must be submitted 14 days after request by the recommended bidder.

Equipment that will be needed is as follows:

- Dosing equipment as well as suitable silo storage must be provided for three automatic batching plants.
- The dosing equipment will be supplied free of charge by the Bidder and maintained or replaced as required.
- The dosing equipment must be fully automatic.
- The Bidder will remove the dosing equipment at the end of the contract.

Support

The following response times are expected should any problem be reported to the supplier:

- A representative of the supplier should be on site to collect samples or assist in solving the problem within 24 hours.
- There should be a solution to the problem within 48 hours or if not possible replacement products should be on site within 48 hours at the supplier's expense.
- Any defective product should be replaced at the supplier's expense

Mix Designs

There is a change to PS 3.6 and it will be elaborated more on phase 4 of the evaluation.

- When the cementitious material and aggregates become available it is a requirement that the bidders do final mix designs to optimise the amount of admixture proposed in the bid. The properties of all the materials will be made available to the bidders.
- The Bidder must indicate in the bid the minimum time required to optimise the theoretical concrete mix designs in the tender document.
- These theoretical mix designs must then be submitted.
- The admixtures will then be evaluated in the on-site laboratory by means of trial mixes.
- Bidders can inspect the laboratory after the briefing session.
- The bidders are welcome to be present when the products are tested / evaluated.

Mr Shai wanted Ishmael to elaborate on the mix design, whether the mix design is the mix design of the preferred bidder or what. Ishmael indicated that he will be elaborated more on the mix design when he get to the evaluation criteria.

Acceptance Criteria

- It is a requirement that the conformance test results of the delivered product be provided on every consignment delivered by the supplier
- With every consignment the manufacturer shall state in writing that the admixture supplied for use in the works is identical in all essential respects, incl. concentration, to the admixture supplied as a sample under the specification and provide a report with the following: Brand name, Manufacturer's name, Lot number, Character of material and quantity, solids content, Specific gravity and the pH.

On the Program, there is a change to PS 4.1 and all headings in the bid document. Delivery will be for a period of 52 months. On the delivery, there is a change to PS 6.3.

Deliveries may be during working hours: 7h00 to 16h00, but not on the following days or periods

- Fridays 14h00 to Mondays 7h00
- All public holidays
- The period 11 December to 9 January
- The last Friday of the month

- Unless otherwise agreed before delivery, it could happen that we extend our hours but we will agree to that before delivery.

4. SCM PRESENTATION

Ms Seeletsa took bidders through the submission of tender, conditions of tender and evaluation criteria and the changes made:

4.1 Submission of tender;

- The bid will closing date has been moved to 09 May 2019 at 11:00am no longer, any bid received later than the stipulated date and time will not be acceptable.
- The cost for participation is R200, bidders to attach the deposit slip together with the bid document upon the submission of the bid. EFT payments are not allowed, we need the original bank deposit slip. Bid documents can be downloaded from the Departmental website under current tenders.
- The original bid and two 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 25 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.
- There are changes on this document, even though we did not put the heading with changes to the bid but there are changes.

4.2 Conditions of 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.

There is a change, the recommended bidder will be required to submit a letter from manufacturer confirming the supplier arrangements and capacity within 14 days after the recommendation of the bidder, and this will be applicable only to the recommended bidder. This letter was on the mandatory documents phase 2, we have move it to condition of the tender.

4.3 Evaluation criteria

Evaluation criteria

The bid will be evaluated on a five phased approach outlined as follows:

- Phase 1: Compulsory subcontracting;
- Phase 2: Administrative and mandatory requirement;
- Phase 3: Technical Evaluation and Specification compliance;
- Phase 4: Testing of samples and
- Phase 5: 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 80/20 preference points system as prescribed in the Preferential Procurement Policy Framework Act (PPPFA, Act 5 of 2000).

The lowest acceptable bid will score 80 points for price and a maximum of 20 points will be awarded for attaining the Broad-Based Black Economic Empowerment (B-BBEE).

PHASE 1:

Compulsory sub-contracting - Preferential procurement regulations 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 do 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 (failure to submit the supporting documents, the bidder will be disqualified).

- Sub-contractor's valid sworn affidavit or BBBEE Status level verification certificate.
- The sub-contractor's proof of central supplier database registration.
- Tax compliant with SARS (to be verified through CSD and SARS). Attach a copy of Tax Clearance certificate or status compliance Pin.
- Pro-forma sub-contracting agreement signed by both parties.

PHASE 2:

Administrative Compliance – documents to be submitted:

- Companies must be registered with National treasury Central Supplier Database. Provide MAAA number on SBD 1. Detailed CSD report is required.
- A bidder must be TAX compliant with SARS and a valid copy of Tax Clearance Certificate (TCC) and the Tax Compliance status page which has the company PIN must be submitted for validation purposes.
- Company CIPC/ CIPRO certificate
- In case of case of consortia/joint venture all parties involved must submit its own CIPC/CIPRO certificate, active and in good standing with all CIPC/CIPRO requirements.
- Letter of authority indicating the person duly authorised thereto by a Board of directors or the owner of the company.
- All SBD forms attached to the bid must be completed in full and initialled 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. The Central Supplier Database registration number (MAAA number) on SBD1 should be of the leading supplier.

- Valid Sworn Affidavit or B-BBEE Status Level Verification Certificate of the main bidder – 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.
- Bidders are to initial and sign Section 2 Tender data.

Mandatory requirements – documents to be submitted:

1. Attendance of the compulsory briefing session (Attendance register will serve as proof).
2. Additional Documentation to be submitted:
 - A copy of the “Letter from the Manufacturer” confirming the supply arrangement if bidder is not manufacturer. This requirement has been placed under the Condition of Tender (Tender Eligibility) as item K. Failure to submit it will constitute disqualification or invalidate the bid. This will be submitted by the recommended bidders.
 - The ISO 9001 certificate of the supplier of these admixtures.
 - Conformance to respective Specification of each type of additive.
 - The trade name of the admixture, its source and manufacturer's recommended method to use.
 - Typical dosage rate and the effects of under dosage and over dosage.
 - Details of the admixtures composition and particular the chloride content.
 - The proposed method of dosage and control
3. 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.
4. Certified copy of UIF certificate or letter of good standing.

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

CORRECTIONS OR CHANGES MADE ON THE EVALUATION CRITERIA

Under administrative compliance - phase 2 the following information was repositioned as follows:

- A copy of the “Letter from the Manufacturer” confirming the supply arrangement if bidder is not manufacturer. This requirement has been placed under the Condition of Tender (Tender Eligibility) as item K. Failure to submit it will constitute disqualification or invalidate the bid.

Ms Seeletsa handed over to Mr Ishmael to continue with phase 3 and 4 of the evaluation criteria.

PHASE 3

Technical Evaluation and Specification Compliance:

The minimum points to be achieved by the bidder in order to be considered responsive and moved to phase 4 of the evaluation is indicated as **60** points out of **80**.

1. Past Experience = 10 points

- A bidder must submit a schedule of contactable reference with a description of the project, period of the contract, contract amount and project manager for reference.
- Provide a minimum of 3 contacted references of clients for which concrete additives were supplied and delivered.
- Signed reference letter(s) from previous clients/employers. NB only completed projects will be accepted for evaluation.
- Reference letter(s) must indicate any of the above listed projects completed by the bidder. Points allocation will be as follow:
 - ✓ **6 Completed projects = 10 points**
 - ✓ **5 Completed projects = 8 points**
 - ✓ **4 Completed projects = 6 points**
 - ✓ **3 Completed projects = 4 points**
 - ✓ **2 Completed related projects = 2 points**
 - ✓ **Less than 2 Completed projects = 0 points**

2. Product Compliance = 60 points

It is a requirement that the Manufacturer of the product be the same throughout the contract. Points will be allocated as follows:

- A copy of the "Letter from the Manufacturer" confirming the supply arrangement if bidder is not manufacturer or a letter from Manufacturer that it will be able to supply products for the duration of the contract. (The bid has two aspect so one is manufacturing and other is delivery) this statement relate to manufacturing:
Yes= 10 and No=0
- Conformance to respective Specification of each type of additive 2 points for each type of additive submission = **10 points Max**
- Provide Trade name of the admixture, its source and the manufacturer's recommended method to use. 2 points for each type of additives submission = **10 points Max**
- Typical dosage rate and the effects of under dosage and over dosage. 2 points for each type of additive submission = **10 points Max**
- Details of the admixtures composition and particular the chloride content. 2 points for each type of additive submission = **10 points Max**

- The proposed method of dosage and control. 2 points for each type of additives submission = **10 points Max**

3. Quality Compliant = 10

- **Provide an ISO 9001 certificate for manufacturing of admixtures**
Yes=10 No=0

PHASE 4

Submitting and Testing of Samples

Change to Phase 4 – No samples to be submitted.

- Bidders that passed phase 3 of the evaluation criteria will be contacted.
- Samples will be procured by the client from the manufacturer or if the bidder does not feel comfortable with this arrangement the bidder can provide his own samples.
- Bidders will be given the opportunity to mark/seal samples procured.
- Bidders must submit the final theoretical mix designs.
- The Client will do the trial mixes to test the respective mix designs and admixtures in the on-site laboratory.
- The bidders will be allowed to be present during testing.
- The resultant dosages will be used to calculate the cost of the additive per cubic meter of concrete.
- This will be used for the evaluation of all bidders.

Mr. Arendse handed to Ms Seeletsa to continue with the presentation.

PHASE 5

Price and preference points claimed calculation.

The following preference point system is applicable to this bid:

- the 80/20 system for requirements with a Rand value below R50 000 000 and the lowest acceptable bid will score 80 points for price and a maximum of 20 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.

B-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.
- In bids where there is Consortia/Joint Ventures, a consolidated valid B-BBEE certificate must be submitted in order to claim preference points.
- 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!!

QUESTIONS	ANSWERS
The document can be downloaded on the DWS website, so what is the R200.00 for?	The R200.00 is the participation fee that needs to be paid by bidders who want to participate on the tendering process of this bid. It is not for purchasing the tender document.
In the last paragraph that letter has information of time frame, delivery time. Should it include the timelines?	The letter has nothing to do with the time frame, but the letter has to do with the manufacturing process, the supplier processes are different. No it should not include the time lines but it must indicate that the supplier can deliver as per the quantities requested on the tender document.
The Department is going to do the mixes or the suppliers must do the mixes?	The department will do the mixes based on the mix design provided by the bidder.
Sworn Affidavit is valid for how long?	It is valid for 12 months.
Question of that part before phase 4, where says "The resultant dosages will be used to calculate the cost of the additive per cubic meter of concrete"	<p>Because phase 5, 80 points will be given to the lowest cost, we need to calculate the total cost for this specific bid for each bidder at the Lab based on the results of the trial mixes.</p> <p>Bidders will price per litre of the additives, so you initial given us the anticipated dosage of your initial designs, we get the material available from the point and cementations and we give you the properties of all the material and the bidder will do the final trial mix and you going to submit the trial mix and the department will test the trial mix for each bidder, this trail mix will say.</p> <p>On the BOQ there is no quantities involved because every supplier could have different</p>

	dosage requirement per cubic meter. You will be tendering X rate rand per litre that will be adjusted with the dosage that is required to get the total cost.
Joint Venture is allowed for one company to attend or both companies need to attend the briefing?	The lead company must attend the briefing session.
On the pricing schedule, the very last item that mentions that mix design to optimize cost and admixtures for all concrete classes?	Is a single unit, it will cost the bidder specific amount for that and the bidder will be reimbursed for that. Where you get the manufacturer as the potential tenderer, normally that manufacturer have the in-house capabilities of the mix design, but we want to open up this tender for everyone. If there is an emerging bidder and he does not have the in house capabilities, he will have to approach somebody and that somebody will need to be paid, therefore we want to compensate that somebody for the cost incurred.
The question regarding 30% subcontracting, can you be flexible during the last phase when you are about to award the tender and invite people to come with the subcontracting.	Subcontracting is the first phase, so no subcontracting will be invited at the end of the evaluation.
Mr Röhrs asked if there are people who what to go to the lab and see the lab, if there are any people, please indicate so we can know who wants to go. The onsite lab.	Only one bidder who wanted to see the lab.

CLOSURE

The meeting adjourned at 11:30.


Signature
Chairperson