



Department: Water and Sanitation REPUBLIC OF SOUTH AFRICA

### MINUTES OF COMPULSORY BRIEFING SESSION MEETING FOR BID:

### DWS20-1120 WTE

### A FRAMEWORK CONTRACT (PANEL OF CONTRACTORS) FOR MECHANICAL ENGINEERING SERVICES TO STOP POLLUTION OF THE VAAL RIVER INTEGRATED SYSTEM FOR THE PERIOD OF 36 MONTHS

## DEPARTMENT OF WATER AND SANITATION OFFICIALS PRESENT:

Mr. M. Shai	SCM Representative Head Office
Ms P. Koba	SCM Representative Head Office
Mr P.Maseko	Project Manager : Gauteng Region
Mr D. Mongwe	SCM Representative Gauteng Region
Ms W. Malatjie	SCM Representative Gauteng Region
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SCM Presentation by:	Mr M. Shai
Technical Presentation by:	Mr P.Maseko

Date:08 December 2020Time:12:00amVenue:Reitspruit Wastewater Treatment Plant

#### 1. OPENING AND WELCOME

Mr Shai opened the meeting and introduced him and other DWS representatives. Attendance register was circulated to bidders.

#### 2. ATTENDANCE

Participants and attendance were recorded on the attendance register attached.

## 3. PRESENTATION OUTLINE

- Submission of tender;
- Instruction to bidders, and
- Evaluation criteria.

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4.	SUBMISSION OF TENDER:		
	Mr Shai took the bidders through the process to be followed when completing and submittin the bids.		
	<ul> <li>Bid documents can be downloaded from the Departmental website under current tenders: <u>www.dwa.gov.za/Tenders/tendersCurrent.aspx.</u></li> </ul>		
	<ul> <li>The briefing session minutes, briefing session registers as well as any other bid documentations will be placed under the current bid, departmental website, where the bid is placed.</li> </ul>		
	• The closing date for the bid is <b>07 January 2021 at 11:00am</b> . Any bid received later than the stipulated date and time will not be acceptable.		
	<ul> <li><u>Two copies</u> of the Bid Documents (One original and one copy) shall be duly completed, signed and submitted.</li> </ul>		
	The tender offer validity period is 84 days exclusive of closing date		
	<ul> <li>A completed and signed bid document together with a covering letter and supporting documents shall be submitted in a sealed envelope endorsed with a bid number and a bid description as well as the name of the bidder which must be clearly shown on the cover.</li> </ul>		
	<ul> <li>The bid document must be deposited in the bid box situated at the entrance of Zwamadaka Building, 157 Francis Baard Street, Pretoria.</li> </ul>		
	<ul> <li>On the closing date, there will not be a public opening due to the Covid19 regulation which must be observed.</li> </ul>		
	• Bidders have three options to submit their bid documents (hand delivery, via couriers or by post however department won't held liable for late delivery from the post office on the closing date).).		
2	<ul> <li>However in a 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's responsibility to inform SCM to collect their bid response from registry 3 working days before the closing date. Failure to do so and the bid response is received late, SCM will not be held accountable. Bidders are requested to make necessary arrangements on time with the bid office to avoid unnecessary disappointments.</li> </ul>		
	<ul> <li>The questions to be forwarded to <u>bidenquirieswte@dws.gov.za</u>. Queries received after the due date will not be considered.</li> </ul>		
	<ul> <li>Office contact details of the SCM officials are placed on the DWS advert including their work cellphone numbers. Bidders are requested to make contact with the officials during working which is from 8:00am in the morning till 16:30pm.</li> </ul>		
	<ul> <li>All enquiries should be done through emails not cell phone message will be responded to.</li> </ul>		

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5.	INSTRUCTION TO BIDDERS:		
	• 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.		
	• The bid must be signed with all the blanks in the bid and the appendix filled in. All spaces in the bid forms and other annexures shall be completed in full.		
	• Section 3 (Pricing Schedule) in the bid document must be fully completed and priced out by the bidder. The enclosed SBD document 3.1 is for firm price. However this will be applicable during work packaged request for quotation for the bidders already on the panel. NO PRICE ADJUSTMENT will be allowed.		
	"Bidders using the system calculator for their pricing are requested to limit their pricing to two decimals (cents) to avoid completing/transferring wrong figures on the bid document."		
	The estimated price on the bid requirement will not be use for the evaluation of the overall bid since the work packages is only for the job already identified and other work packages will be identified as and when required during the allocation of work.		
	• The successful bidder will be required to submit a "Letter from the manufacturer" confirming the supply arrangement within <u>14 days</u> after the approval of the bid. "Letter of Notification to Bidder" from this Department after being awarded work from the panel depending on the nature of service to be required as and when bids are allocated from the panel Failure to comply with this requirement within 14 calendar days shall result in the bid being awarded to another bidder.		
6.	BACKGROUND AND PURPOSE		
	Mr Maseko gave a back ground of the tender and the purpose.		
	The Vaal River Integrated System (VRIS) is faced with the following challenges:		
	Discharge of non-compliant effluent into the Vaal River.		
	the up and down stream users also having a major role in the damage caused to the environment.		
	Negative environmental and health impact		
	Restrictions to the socio-economic growth in the area, which is an impediment to investment potential of the province.		
	Ageing infrastructure resulting in high maintenance costs and performance failures.		
	□ The current demand exceeds the design capacity of all Wastewater Treatment Works.		
	Infrastructure vandalism and poor maintenance.		
	□ The purpose of the intervention is to ensure that all wastewater treatments infrastructure is resuscitated to an operational state and pollution in the Vaal River System is stopped by addressing the following components:		
	Refurbishment and/or upgrade of:		
	Gravity and Rising main: Leakages and deficiencies in the sewer network system.		
	Pump stations.		
	Wastewater Treatment Works.		
	Furthermore establishment of the Program Portfolio Office in DWS Gauteng Provincial Operations.		
	□ In the past various interventions have been undertaken to address pollution		

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	challenges along the Vaal River System.			
		However there is still more work that requires to be done to reach the desired state of curbing pollution to the Vaal River System.		
	Furthermore establishment of the Program Portfolio Office in DWS Gauteng Provincia Operations.			
	SCOP	'E		
		The appointed panel of contractors will be required to provide services for a period of 36 months within the Sedibeng District Municipality.		
		This will ensure that all wastewater treatments infrastructure is resuscitated to an operational state and pollution in the Vaal River System is stopped by addressing the following components:		
		Refurbishment and/or upgrade of:		
	~	Gravity and Rising main: Leakages and deficiencies in the sewer network system replaced and repaired.		
	$\checkmark$	Bulk Sewer Lines: upgrading of bulk sewer lines.		
	$\checkmark$	Pump stations: prioritize upgrade of forty four (44) pump stations .		
	$\checkmark$	Wastewater Treatment Works: All four (4) treatment plants in Midvaal and Emfuleni Local Municipalities should be refurbished to optimal functionality.		
	Sebokeng Wastewater Treatment Works			
		Sebokeng WWTW design capacity is 100 Ml/day; consisting of three Modules (Module 3, 4 and 5), currently overloaded and receiving an inflow of about 151 Ml/day. A new BNR plant, Head of works, Sludge De-watering Plant will be completed soon.		
		The Works to be carried out by the Contractors covers the following (refurbishment):		
	$\checkmark$	Module 3 BNR (30 ML/day)		
	$\checkmark$	Module 3 Inlet works		
	$\checkmark$	Module 4 BNR (35 ML/day)		
	$\checkmark$	Module 4 Chlorination		
	~	Module 5 BNR (35 ML/day)		
	$\checkmark$	Module 5 Chlorination		
X		Leeuwkuil Wastewater Treatment Works		
		Leeuwkuil WWTW is designed to treat 36 Mt/day, though the plant is overloaded, currently a minimal influent is being experienced due to blockages and flooding pump stations.		
		The Works to be carried out by the Contractor covers the following (refurbishment):		
	$\checkmark$	Bio-filters (Module 1, 16ML/day)		
	$\checkmark$	Inlet works (Module 1)		
	Rietsp	oruit Wastewater Treatment works Refurbishment		

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		Rietspruit WWTW design capacity is 36 ML/day and consists of module1, the original Bio-Filter Plant and module 2, the BNR Plant with a new inlet works. However all the flow is diverted to bio-filters due to non-functional bioreactor which has been out of operation for months.	
		The Works to be carried out by the Contractors covers the following (refurbishment):	
	$\checkmark$	Bio-filters (16ML/day)	
	$\checkmark$	BNR (20ML/day)	
	$\checkmark$	Inlet works	
	•	Meyerton Wastewater Treatment Works	
		Meyerton WWTW design capacity is 10 ML/day and consists of module1, the original Bio-Filter Plant and module 2, the BNR Plant with a new inlet works. However all the flow is diverted to bio-filters due to non-functional bioreactor which has been out of operation for months.	
	$\checkmark$	BNR	
	$\checkmark$	Bio-filter	
	_	Pump Stations Refurbishment	
		The existing 44 Pump Stations in the Emfuleni Local Municipality Sewer System is split into two Drainage Areas, i.e. Southern Drainage and the Northern Drainage Areas. Currently all the Emfuleni Pump Stations are running over capacity and pumps are running basically 24 hours a day due to the increased flow created over the last 20 years.	
		The Works to be carried out by the Contractors covers the following (refurbishment and upgrade);	
	•	Pump Station 2 and 2A	
	•	Pump Station 8	
	•	Pump Station 9 Critical and prioritised	
	•_•	Pump Station 10	
	$\mathbf{\cdot}$	Pump Station 5	
R		And additional 39 Pump Stations (later stage)	
	Bulk S	Sewer Lines Upgrades	
		The Works to be carried out by the Contractors covers the following (inspection and replacement);	
	$\checkmark$	Bulk sewer line pump station 2 to Leeuwkuil pump station	
	$\checkmark$	Bulk sewer line pump station 9 to pump station 8	
	Gravity and Rising Mains Upgrades		

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	The Works to be carried out by the Contractors covers the following (inspection, replacement and upgrade);		
	✓ Gravity and Rising main Leeuwkuil		
	✓ Gravity and Rising main Rietspruit		
	✓ Gravity and Rising main Sebokeng		
	✓ Gravity and Rising main Meyerton		
	Detailed scope of work already packaged as priority work when other work packages are still to be finalised for bidders which meet the selection criteria to be panel to quote and be allocated for the period of the panel as when required.		
	Portion of Electrical Engineering work included in the mechanical tender.		
7	EVALUATION CRITERIA:		
	<b>Mr Shai</b> took bidders through the 5 Phases of Evaluation criteria, He emphasized the importance of signing page by page of the tender document as this document will be used as an agreement between the bidder and the department. Selection of contractor to the panel will be bases on them meeting all five phase of evaluation and price will only be considered during the allocation of the actual work based on the competitive price from the contractor shortlisted to be on the panel on rotation base as per guideline for the allocation of work.		
	The bid will be evaluated on a five phased approach outlined as follows:		
	Phase 1: Pre-qualification criteria.		
	Phase 2: Mandatory Requirements		
	Phase 3: Administrative compliance.		
	Phase 4: Functionality Compliance.		
	Phase 5: Evaluation of price and preference points claimed.		
	• Bids will be evaluated in accordance with the new Preferential Procurement Regulations 2017, which came into effect on the 01 April 2017 using 80/20 preference points system as prescribed in the Preferential Procurement Policy Framework Act, Act 5 of 2000).		
0	The lowest acceptable bid will score 80 points for price and a maximum of 20 points will be awarded for attaining BBBEE points.		
7.1	Phase 1: Mandatory requirements – PPR, 2017, Regulation 9		
	Compulsory subcontracting		
	Preferential procurement regulations, 2017 regulation 9		
	To give effect to the Preferential Procurement Regulations, 2017 pertaining to the Preferential Procurement Policy Framework Act (Act No 5 of 2000), the prequalification criteria in terms of regulation 9 will be applicable.		
	Only Bidders who do have a 30 % sub-contracting agreement to an 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):		
	<ul> <li>Sub-Contractor's Valid Sworn Affidavit or B-BBEE Status Level Verification Certificate</li> </ul>		

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	<ul> <li>Sub-Contractor's proof of Central Supplier Database registration</li> <li>Tax compliant with SARS (to be verified through CSD and SARS). Attach a copy of Tax Clearance Certificate and PIN</li> <li>Pro-forma sub-contracting agreement signed by both parties</li> </ul>				
		dance of the compulsory briefing session (Attendance register wil cate of attendance was issued at the compulsory briefing session).	l serve	as pro	of, no
7.2	Phase 2: Mandatory Requirements         Failure to submit any of the documents listed below will render your bid non-responsive and will be disqualified.         Yes - list the relevant documents required on the table below				
	No	Criteria	Yes	No	]
	1	Attendance of compulsory briefing session. An original attendance certificate must be attached signed by both parties (a vendor/ supplier will be issued with one certificate only)			
	2	Certified copies of Professional Registration Certificates			
	3	Certified copies of Qualifications			
	4	Curriculum Vitae for all Key Staff in the Prescribed Format			
	5	Professional Indemnity Insurance Certificate/Confirmation			
	•	*.O*			4
7.3	Phas	e 3: Administrative Compliance – documents to be submitted:			
		Bidders are required to <u>comply</u> with the following listed below	r		
	No	Criteria	Yes	No	
	1	Companies must be registered with National Treasury's Central Supplier Database. Provide MAAA number on SBD1			
	2	Tax compliant with SARS (to be verified through CSD and SARS). Attach a copy of Tax Compliance status PIN.			
	3	Active registration with Company Intellectual Property Commission (to be verified through CSD and CIPC). Attach copy of CIPC / CIPRO certificate.			
	4	A valid letter of Good Standing with the Compensation Commissioner in terms			_
	7	of the Compensation for Occupational Injuries and Diseases Act No 130 of			
		1993 either from private insurer or Compensation Fund "Department of Labour			
	5	A valid copy of UIF certificate of compliance or a valid UIF letter of good			
	Ŭ	standing/ tender letter			
	6	The Bid must be signed by a director of the company or a duly authorised			
	7	person and proof of such authority must be submitted with the bid. A certified copy of B-BBEE Status Level Verification Certificate (failure to			
		submit, the Bidder will forfeit the preferential points to be claimed)			
	8	Initial and sign Section 2 Tender data			
	9	Complete, sign, submit SBD 1, SBD 3.2, SBD 4, SBD 6.1, SBD 8, SBD 9			
7.4		Phase 4: Technical Evaluation and Specification Compliance			

			luation and Specification Compliance iteria (and sub-criteria if applicable) and maximum score in resp s;	pect of each of
	Quality criteria		Evaluation Method	Maximum Points Score
the tenderer in, refurbishment, upgrade or construction of			Tenderers should provide copies of appointment letters, completion certificates and assessment of bidder form per project in order to score points. Failure to submit all three	Max Points = 35 (a + b)
		projects	<ul> <li>A. Refurbishment, upgrade or installation mechanical works for Sanitation/Water related completed Projects within the past five years.</li> <li>i) 3 projects = 5 points</li> <li>ii) 5 projects = 10 points</li> <li>iii) 7 or more projects = 15 points</li> <li>iv} Less than 3 projects = 0 points</li> </ul>	
			B. Highest value of project completed in the refurbishment, upgrade and implementation of mechanical work for Water/Sanitation Infrastructure Projects i) $\geq R 0.5 \text{ M}$ but < R3.0 M = 5 points ii) $\geq R 3.0 \text{ M}$ but < R10 M = 10 points iii) $\geq R 10 \text{ M}$ but < R15 M = 15 points iv) $\geq R 15M$ = 20 points	
			NB:Only one (1) Project will be scored NB: Less than R0. 5 million = 0 points	
Capabi (Anythi Nationa Certific not M		Technical Team Capability (Anything below National Certificate or not Mechanical	(a) Contract Manager/Site Agent Experience in Rehabilitation/Repairs or installation of mechanical works for Water or Sewer related Projects (CV must reflect list of all projects completed and their	Max Points = 25 (a + b)
		Engineering related will be allocated 0	> 10 Years 15 Points	
		Points)	≥ 5 but ≤ 10 Years 10 Points	
			≥ 3 but < 5 Years 8 Points	
	•		Less than 3 Year 0 Points	
			(b) Technical Qualifications	
			(CV and certified copies to be submitted)	
			(Anything below National Certificate or not Mechanical Engineering related will be allocated 0 points	
			Professional Registration with (ECSA) 10 Points	
			BSc or B-Tech 8 Points	
			Diploma 5 Points	
age   8				

Continuation, Refer to bid document page 44/89 or page 8.

# NB.

It was clarified during the briefing session that C 2.1 was a typo, it should be 4ME not 5CE.

Also the minimum threshold should be 4CE and not 5ME as per bid document. This error will be corrected in addendum.

Only contractors meeting the minimum criteria per category of CIDB Grading will be allowed to move to Phase 5.

An emphasis was made to bidders to pay attention to annexure 3 (**participation of local enterprises**) to ensure that the community benefits from this tender. It is the responsibility of the bidder to find suitable subcontractors in Emfuleni Local Municipality, in case where no suitable subcontractor in Emfuleni Municipality the contractor may be selected from the two municipalities of Sedibeng District namely Midvaal and Lesedi LM's. In the case where there are no suitable subcontractors in Emfuleni Local Municipality and two municipalities of Sedibeng District, subcontractors shall be selected from within the Gauteng Province

7.5	Phase 5: Evaluation of Price and Preference Point Clamed:
	The following preference point system is applicable to this bid:
	The 80/20 preference point system in accordance with PPPFA Act, where 80 points will be attained in respect of price and 20 points will be awarded for attaining the Broad-Based Black Economic Empowerment (B-BBEE) Status Level of Contribution.
	<ul> <li>Any bidders who want to claim the preferential points must submit proof certified copy of B-BBEE Status Level 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).</li> </ul>
	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.
	<ul> <li>In bids where there is Consortia/Joint Ventures, a valid certified copy of a consolidated B-BBEE certificate of the legal entity must be submitted in order to claim preference points.</li> </ul>
	NB: A copy of certified copy of B-BBEE status level contributor certificate will not be accepted.
	<b>NB</b> : A copy of a sworn affidavit will not be accepted. The bid won't be evaluated using price as per PPR 2017 because it for the establishment of panel and pricing with only be required during the request for quotation of the bidders already shortlisted on the panel.
	BIDDERS ARE REQUESTED NOT TO MAKE A COPY OF THE DOCUMENT WHICH HAS ALREADY BEEN CERTIFIED FOR TENDERING PURPOSES!!
7.	
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No.	GENERAL AND TECHNICAL	ANSWERS
	QUESTIONS	
	QUESTIONS	
1.	If the contractor sub-contract 30%, does the contractor also required to sub- contract another 30% to the non- registered, un qualified local sub- contractor? In total 60 %?	This will be applicable to contract participation goal where it is stipulated in this contract as condition whereby the bidder will have to identify and subcontract minimum of 30% of work to the companies from priority population group owned. The engineer and employer will confirm if the sub- contractor is based in the correct ward and if the requirement of this clause have been adhered to it is a further condition of contract that the contractor is required to supervise, mentor and transfer skills to the selected subcontractor. The contractor will remain responsible for providing proper supervision of al subcontractors and will be responsible for the quality of work produced. Proof of payment to the subcontractors will be

No.	GENERAL AND TECHNICAL	ANSWERS
	QUESTIONS	
		required to verify that the minim CPG requirement has been achieved. Proof of resident is the requirement on the tender , proof of resident
		NB Please don't confuse this requirement with the one of compulsory subcontracting as per PPR2017. Since this will only be applicable during the period of allocation of actual work to the contractor already on the panel since this also involve the procurement of material not subcontracting alone
		A sub-contracting agreement has to be signed with main- contractor for the bid submitted on the closing date and sub- contracting for community participating goal will be done during the allocations of actual work with the bidders already on the panel. and subcontractor from the listed community on the annexure 3
2.	Who is responsible for the guarantee	The main bidder will be responsible for the bank guarantee.
3.	If I subcontract the company that is grade 1, he brings only his CSD report, and he does not have the a letter of intent and insurance certificate because he is still growing, am I allowed to assist him in getting to get the required documents?	The main bidder will be responsible for the insurance
4.	How will we get the database of the companies that are around without bringing contractors out of this municipality?	This will be applicable to contract participation goal where it is stipulated in this contract as condition whereby the bidder will have to identify and subcontract minimum of 30% of work to the companies from priority population group owned. The engineer and employer will confirm if the sub- contractor is based in the correct ward and if the requirement of this clause have been adhered to it is a further condition of contract that the contractor is required to supervise, mentor and transfer skills to the selected subcontractor. The contractor will remain responsible for providing proper supervision of al subcontractors and will be responsible for the quality of work produced. Proof of payment to the subcontractors will be required to verify that the minimum CPG requirement has been achieved. Proof of resident is the requirement on the tender

No.	GENERAL AND TECHNICAL QUESTIONS	ANSWERS
		, proof of resident NB Please don't confuse this requirement with the one of compulsory subcontracting as per PPR2017. Since this will only be applicable during the period of allocation of actual work to the contractor already on the panel since this also involve the procurement of material not subcontracting alone A sub-contracting agreement has to be signed with main- contractor for the bid submitted on the closing date and sub- contracting for community participating goal will be done during the allocations of actual work with the bidders already on the panel. and subcontractor from the
5.	Is the training for local communities part of the contract?	listed community on the annexure 3 Yes annexure 3 main purpose is for the capacitation of local communities with The engineer and employer will confirm if the sub- contractor is based in the correct ward and if the requirement of this clause have been adhered to it is a further condition of contract that the contractor is required to supervise, mentor and transfer skills to the selected subcontractor. The contractor will remain responsible for providing proper supervision of al subcontractors and will be responsible for the quality of work produced. Proof of payment to the subcontractors will be required to verify that the minimum CPG requirement has been achieved. Proof of resident is the requirement on the tender , proof of resident skill.

Mr .M.V Shai SCM Representative Head Office P Maseko

Mr .Patrick Maseko Project Manager P Koba

Ms. Pamela Koba SCM Secretariat