



water & sanitation

Department:
Water and Sanitation
REPUBLIC OF SOUTH AFRICA

MINUTES OF COMPULSORY BRIEFING SESSION MEETING FOR BID:

DWS07-020 WTE

SUPPLY AND DELIVER OF G5 AGGREGATES AT MZIMVUBU WATER PROJECT – ACCESS ROAD FOR CONSTRUCTION EAST NEAR MACLEAR IN THE EASTERN CAPE PROVINCE FOR A PERIOD OF 12 MONTHS.

DEPARTMENT OF WATER AND SANITATION OFFICIALS PRESENT:

Ms. Nondumiso Mnguti Ms. Julia Dirane	SCM Representative Head Office SCM Representative Head Office
Mr. Ayanda Shumane Mr. Mr. Jan Moloko	Project Manager : Construction East Lab Technician: Construction East

SCM Presentation by:

Ms. Julia Dirane

Technical Presentation by:

Mr. Ayanda Shumane

Date:

21 October 2020

Time:

10:30am

Venue:

Esiqhungqwini Junior Secondary School, Eastern Cape

1. OPENING AND WELCOME

Mr. Shumane 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.	<p>SUBMISSION OF TENDER:</p> <p>Ms. Dirane took the bidders through the process to be followed when completing and submitting the bids.</p> <ul style="list-style-type: none"> • Bid documents can be downloaded from the Departmental website under current tenders: www.dwa.gov.za/Tenders/tendersCurrent.aspx. • 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. • The closing date for the bid is 06 October 2020 at 11:00am. Any bid received later than the stipulated date and time will not be acceptable. • 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. • The bid document must be deposited in the bid box situated at the entrance of Zwamadaka Building, 157 Francis Baard Street, Pretoria. • On the closing date, there will not be a public opening due to the Covid19 regulation which must be observed. • Bidders have three options to submit their bid documents (hand delivery, via couriers or by post). • 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. • The last date for sending queries for clarifications will be on 29 October 2020 at 16:00pm. The questions to be forwarded to bidenquirieswte@dws.gov.za. Queries received after the due date will not be considered. • 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. • All enquiries should be done through emails not cell phone message will be responded to.
5.	<p>INSTRUCTION TO BIDDERS:</p> <ul style="list-style-type: none"> • It is the bidder's responsibility to ensure that the bid response is returned with all

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	<p>the relevant SBD forms and as well as the supporting documents, failure to do so will render the bid non-responsive.</p> <ul style="list-style-type: none"> • 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 firm, NO PRICE ADJUSTMENTS will be allowed. <p><i>“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.”</i></p> <ul style="list-style-type: none"> • The successful bidder will be required to submit a “Letter from the manufacturer” confirming the supply arrangement within 14 days after the approval of the bid. "Letter of Notification to Bidder" will be sent by the Department. Failure to comply with this requirement within 14 calendar days shall result in the bid being awarded to another bidder.
6.	EVALUATION CRITERIA:
	<p>The bid will be evaluated on a five phased approach outlined as follows:</p> <ul style="list-style-type: none"> ➤ Phase 1: Mandatory requirements ➤ Phase 2: Pre-qualification criteria ➤ Phase 3: Administrative compliance ➤ Phase 4: Submitting and Testing of Samples ➤ Phase 5: Evaluation of price and preference points claimed <ul style="list-style-type: none"> • 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). • The lowest acceptable bid will score 80 points for price and a maximum of 20 points will be awarded for attaining B-BBEE points.
6.1	Phase 1: Mandatory requirements
	Attendance of compulsory briefing session
6.2	Phase 2: Prequalification criteria - Preferential Procurement Regulations 2017, Regulation 4:

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	<ul style="list-style-type: none"> • In order to give effect to the Preferential Procurement Regulations, 2017 pertaining to the Preferential Procurement Policy Framework Act (Act No 5 of 2000), and the selected prequalification criteria for this bid is in terms of regulation 4. • Pre-qualification criteria will be used in this bid to advance designated groups on the basis of Level 1 of B-BBEE Level of contributor only <table border="1" data-bbox="400 539 576 645"> <tr> <td>EME</td> </tr> <tr> <td>Level 1</td> </tr> </table> <p>Compliance or verification will be made on B-BBEE level contributor status on CSD and/ or submitted B-BBEE certificate or sworn affidavit submitted with the bid.</p>	EME	Level 1
EME			
Level 1			
6.3	Phase 3: Administrative Compliance – documents to be submitted:		
	<ol style="list-style-type: none"> 1. Detailed CSD report The bidder must be registered with the National Treasury Central Supplier Database (CSD) upon the closing of the bid. In bids where consortia/joint venture is formed, separate CSD reports must be submitted. 2. A valid copy of Tax Clearance Certificate (TCC) and the Tax Compliance status page which has the company PIN. (This is applicable to JV partners or sub-contractors should there be any) 3. Status of the company in the CSD should indicate “Active” and “In business”. Company to attach copy of 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. 4. Bidders are to submit a copy of the B-BBEE Status Level Verification Certificate or sworn affidavit. (Failure to submit, the bidder will forfeit the preferential points to be claimed). 5. Bidders to attach a valid letter of Good Standing with the Compensation Commissioner in terms of the Compensation for Occupational Injuries and Diseases Act No. 130 of 1993 and or third party insurance registered with Financial Services Board. (Verification will be done with the relevant authority) 6. Bidders to attach a copy of a valid UIF certificate of compliance or copy of a valid good standing/tender letter. (Verification will be done with the Department of Labour). 7. Bidders are to initial and sign Section 2 Tender data. 8. The bid must be signed by the director of the company or a duly authorised person and proof of such authority must be submitted. 9. All SBD forms attached to the bid must be completed in full and signed. (SBD1, SBD3.1, SBD 4, SBD 6.1, SBD 8 & SBD 9). 		

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	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.
6.4.	Phase 4: Submitting and Testing of Samples (Failure to comply with the specification will render the bid non-responsive and will not be considered for phase 4)
	<p>Bidders that passed phase 3 of the evaluation criteria will be contacted to submit samples within 10 working days after receipt of official request. The bid will be evaluated using below criteria and failure to comply with all the specifications as listed will render your bid as not to specification and non-responsive and the bid will not be considered for phase 4 evaluation.</p> <p>a) Samples should be submitted within 10 working days after receipt of official request for submission of samples as per Clause 7 of the Tender data under Section 2.</p> <p>b) 2) Test result must be in compliance with Tender data as set out under Section 2: Tender data</p>
6.4	Phase 5: Evaluation of Price and Preference Point Claimed:
	<p>The following preference point system is applicable to this bid:</p> <p>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.</p> <ul style="list-style-type: none"> 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). <p>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.</p> <ul style="list-style-type: none"> 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. <p>NB: A copy of certified copy of B-BBEE status level contributor certificate or sworn affidavit will not be accepted.</p> <p>NB: An enterprise can only have one status level using the wrong sworn affidavit will lead to the bidder forfeiting their preferential points. Date deponent signed and date of Commissioner of Oath must be the same.</p> <p>NB: Commissioner of Oath cannot be an employee or ex officio of the enterprise because, a person cannot by law, commission a sworn affidavit in which they have an interest.</p> <p>NB: A copy of a sworn affidavit will not be accepted to claim preferential points.</p>

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	BIDDERS ARE REQUESTED NOT TO MAKE A COPY OF THE DOCUMENT WHICH HAS ALREADY BEEN CERTIFIED FOR TENDERING PURPOSES!!			
7.	<p>STANDARDS, SPECIFICATIONS AND DEFINITIONS</p> <p>Mr. Shumane took the bidders through the standards, specifications and the definitions entailed in the bid document.</p>			
7.1.	<p>STANDARDS, SPECIFICATIONS AND DEFINITIONS APPLICABLE</p> <ul style="list-style-type: none"> • Material to conform to THR14 standards and COLTO and other relevant test specifications. 			
	<ul style="list-style-type: none"> • The size and range of the graded stone / gravel, bearing strength and swell shall conform to the requirements and grading as shown in the table below. (FOR MORE INFORMATION REFER TO TRH14 AND RELEVANT TESTS SPECIFICATIONS) 			
	General			
	<ul style="list-style-type: none"> • Where materials are blended, the Bidder shall provide means, to the approval of the Department, of such blending. The blending techniques and proportions used from time to time shall take due account of the moisture in the materials. The methods and durations of mixing of the materials shall all be subject to the approval of the Department prior to commencing and during the execution of the work. 			
	<ul style="list-style-type: none"> • The Bidder shall perform at his own expense, such test as the Department may approve or subsequently order to develop a satisfactory blending technique and such additional routine tests to ensure that the desired uniformity of quality is maintained. 			
	<ul style="list-style-type: none"> • The water used for washing the material shall be free from silt or other suspensions that might impair the washing efficiency or detrimentally affect the material properties 			
	<ul style="list-style-type: none"> • The quality used for the construction of the structures and the methods of procuring and processing materials shall at all times be subject to the approval of the Department who shall be at liberty to order the Bidder to operate from any of the approved sources of supply. A stockpiled material no longer conforming to the specified requirements or able to yield a uniform product shall be re-processed at the expense of the Bidder and to the satisfaction of the Department. 			
	<ul style="list-style-type: none"> • The material delivered shall be free from any contamination including but not limited to rubble, vegetation, spillage and steel material. Contaminated material during delivery will not be accepted 			
8.1	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; text-align: center;">MATERIAL</td> <td style="width: 33%;"></td> <td style="width: 33%; text-align: center;">G5</td> </tr> </table>	MATERIAL		G5
MATERIAL		G5		

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	CLASS	
	PARENT MATERIAL	Natural gravel, or natural gravel & boulders which may need crushing
	NOMINAL MAXIMUM SIZE	Maximum size of 63 mm or two-thirds of the layer compacted thickness, whichever is smaller.
	STRENGTH (CBR)	CBR at 95% of modified AASHTO density shall not be less than 45%
	SWELL (MAXIMUM)	Swell at 100% modified AASHTO density shall not exceed 0.5%
	DURABILITY	Mudrock shall have a wet 10% FACT value of not less than 90 kN, and a wet/dry Venter test class of I or II
9.	<p>QUARRY SITES AND WORKS</p> <p>Bidders are required to decide for themselves which commercial quarry/ crusher they propose to use.</p> <p>The responsibility for the selection of a suitable quarry / crusher rests with the Bidder. Any selected quarry / crusher may only be used after the samples submitted from that quarry / crusher is tested and approved by the Department.</p> <p>The decision regarding which offer to accept will be made on the conformation to the relevant specifications and in conjunction with the Preferential Procurement Regulations, 2017 Accordingly, no additional or subsequent claim for any difficulties or expenses incurred in the removal and delivery of any material will be entertained at any stage.</p> <p>The Department have the right to inspect the quarry / crusher of all the Bidders to ensure whether sufficient quantities of material is available and whether the plant of the Bidder is in such condition to complete the contract. The inspection may take place before, during and after the award of the contract.</p> <p>The Bidder or the Quarry from which they are sourcing shall be in possession of and approved Environmental Management Programme Report (EMPR) to conduct all quarry and/or sand extraction processes where applicable. Such report shall be made available on request by the Department.</p>	
9.1	<p>AGGREGATE AND PRODUCTS</p> <p>The Bidder shall maintain stockpiles in the designated area that:</p> <ul style="list-style-type: none"> (i) Provide adequate capacity to ensure no interruption to the construction operations (ii) Ensure separate storage areas for different types and sizes of material such that no contamination between sizes occurs 	

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	(iii) Ensure that there is no inter mixing or contamination by deleterious matter (iv) Ensure that there is no segregation
9.2	Gravel wearing course for road layer construction The material shall comply with the following: standards of SABS 1200M, SABS 1200ME, SABS 1200DM, SABS 1200MF and SANS 1083 in the form of their latest editions, the grading and wearing course properties according to paragraph 6.1.1 to 6.1.8 as well as additional specifications listed in this document.
9.3	Parent Material Natural gravel and boulders which may require crushing, or crushed rock
9.4	Additional Fines May contain approved natural fines not obtained from parent rock.
9.5	Strength CBR at 95% of Mod. AASHTO max. density shall be at least 45%. Swell at 100% of Mod. AASHTO max. density shall not exceed 0,5%.
9.6	Durability Mudrocks shall have a wet 10% FACT Value of at least 90kN
9.7	Atterberg limits Liquid Limit (LL) shall not exceed 30. Plasticity Index (PI) shall not exceed 10, Linear Shrinkage (LS) shall not exceed 5. Linear shrinkage x (%) passing 0,425 mm sieve shall not exceed 170.
9.8	Size Natural gravel (G5) should have a maximum size of 63 mm or two-thirds of the layer compacted thickness, whichever is smaller.
10.	Grading Natural gravel (G5) should have a maximum size of 63 mm or two-thirds of the layer compacted thickness, whichever is smaller. A minimum grading modulus of 1,5 should be obtained.
11.	PRODUCT TESTING The supply of samples of at least 3 x 50kg bags of product (G5 Aggregates) material is a condition of the bid. The samples shall be clearly marked, inside and outside of the bag, with the Bidder's name, bid number, item number and product description. (The form is in Section 4, please do make enough copies).

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	<p>The Sample Identification Card should be attached to the bag of the sample. There should also be a copy of this card be put in the sample bag to insure that if the outside Sample Identification Card gets lost, the sample can still be identified.</p> <p>NOTE: Samples should be submitted within 10 working days after receipt of official request for submission and shall be delivered to:</p> <p>Department of Water and Sanitation Construction East Attention: Mr. Jan Moloko Grootdraai Dam - Materials Laboratory Standerton Mpumalanga Province 2430</p> <p>For Lab enquiries: Mr. J Moloko – (t) 060 980 5584 / 017 7201600 (During office hours) For Technical and site enquiries : Mr. A Shumane – 060 980 8141 (During office hours)</p> <p>It is the responsibility of the bidder to ensure that the identification cards, inside and outside of the bags, are protected against mechanical damage or damage by moisture and that the card stays intact at all times.</p> <p>NB!! A recommended bidder will not be allowed to change quarry where they will be sourcing their material.</p>
12.	<p>TECHNICAL SUPPORT</p> <p>Should any problem be reported to the supplier concerning the services, the following response times are expected:</p> <ul style="list-style-type: none"> • Within 24 hours a representative of the supplier should be on site to resolve the problem. Within 24 hours there should be a solution to the problem or if not possible, replacement products should be on site within 48 hours at the supplier's expense. ANY DEFECTED PRODUCT SHOULD BE REPLACED AT THE SUPPLIER'S EXPENSE.
13.	<p>AGGREGATE AND PRODUCTS</p> <p>The Bidder shall maintain stockpiles in the designated area that:</p> <ol style="list-style-type: none"> (i) Provide adequate capacity to ensure no interruption to the construction operations (ii) Ensure separate storage areas for different types and sizes of material such that no contamination between sizes occurs (iii) Ensure that there is no inter mixing or contamination by deleterious matter (iv) Ensure that there is no segregation
13.1	<p>Gravel wearing course for road layer construction</p>

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	The material shall comply with the following: standards of SABS 1200M, SABS 1200ME, SABS 1200DM, SABS 1200MF and SANS 1083 in the form of their latest editions, the grading and wearing course properties according to paragraph 9.1. to 9.8 as well as additional specifications listed in this document.
14.	<ul style="list-style-type: none"> CLOSURE:
14.1.	<ul style="list-style-type: none"> Meeting adjourned at 10:50am.

No.	GENERAL AND TECHNICAL QUESTIONS	ANSWERS
1.	Why is the Department of Water and Sanitation requesting Exempted Micro Enterprise (EME) companies to have UIF certificate for supply and delivery projects, most of the EME companies are owned by one person UIF certificate is issued to companies which have employees?	Due to the nature of the project UIF is a requirement. Emerging/ small companies are issued with the tender letter which has a validity period as well. Application for registration will not be accepted. Old UIF documents which don't have the validity period will not be allowed as well.
2.	Is it obligatory for this bid to have Vat not?	If a bidder is currently not Vat registered and that bidder happens to be awarded the bid with an amount which qualifies a bidder to be VAT registered, our finance will address the VAT matter with the appointed bidder without disadvantaging them.
3.	Why is this bid not limited to people who reside in this area or province?	This is a national bid and it is a requirement for a national tender to be advertised on the Government tender bulletin, which means that anyone can apply for this bid. The department is compelled by National Treasury to issue this tender to the public not to limit it to local people, non-adherence will constitute irregular expenditure.
4.	At which site must the material delivered, confirmation of distance is required to assist in calculating the cost for transport?	The site camp will be between the two mountains near the river. The material required is for building the access road the site where the dam will be constructed. The distance from the existing tar road to the camping site is +/- 18 kilo meters.
5.	Why must we submit samples and bid documents at different placed on the same closing date?	Bid document is submitted on the 06 November 2020 and the samples will be requested from the bidders who complied with the first three phases.
6.	The project period is 12 months and the	Delivery of more material to site camp will

No.	GENERAL AND TECHNICAL QUESTIONS	ANSWERS
	mentioned maximum stock pile is 1500 tons or 1000 tons at pick rate, the minimum stock pile is 500 tons, if a supplier is able to deliver more than the mentioned stock pile will it be accepted?	be accepted, what will not be tolerated is for a supplier to deliver less than the minimum stock pile as mentioned in the bid document. A recommended supplier is be required to test their own material when it leaves the quarry or the supplier site to check if it conform to specification to avoid material being rejected by the department. Changing from one quarry to another after signing to contract will not be accepted.
7.	Are bidders allowed to submit their own private test result with the sample?	It is not necessary, since the department will do all the testing.
8.	The bid results are advertised where?	This bid was advertised on the government tender bulletin, national Treasury e-tender portal and our departmental website. The results will be published on the same media platform used.

Mr. A.A. Shumane
Project Manager

Ms. J. Dirane
SCM Secretariat