



water & sanitation

Department:
Water and Sanitation
REPUBLIC OF SOUTH AFRICA

MINUTES OF COMPULSORY BRIEFING SESSION MEETING FOR BID:

DWS02-0722 WTE

SUPPLY AND DELIVERY OF INTERLOCKING PAVING BLOCKS TO NANDONI DAM REMEDIAL ACTION PROJECT - MULENZHE ACCESS ROAD FOR CONSTRUCTION NORTH IN THE LIMPOPO PROVINCE.

DEPARTMENT OF WATER AND SANITATION OFFICIALS PRESENT:

Mr. Themba Khanyile	Site Manager: Construction North
Ms. Julia Dirane	Supply Chain Management Representative - SCM Compliance
Ms. Nondumiso Mnguti	Supply Chain Management Representative - SCM Compliance

Technical Presentation by: Mr. T Khanyile
SCM Presentation by: Ms. Julia Dirane

Date: 09 September 2022

Time: 10:00am

Venue: Nandoni Site office – Located at Nandoni (14km east of Thohoyandou along the R524 road to Malamulele)

1. OPENING AND WELCOME

Mr. Khanyile opened the meeting and welcomed everyone present. He introduced himself and handed over to other DWS officials to introduce themselves. He indicated that this was the second session due to the amendments that were done on the document.

SCM official explained to the bidder that due to a number of queries raised during the firm meeting held on 12 August 2022, the department held a meeting with DTI on 15 August 2022 concerning local production and content. Previously it was indicated that bricks are not designated but only the cement was designated. However, in the meeting held with DTI, they requested that local production and content should be included on the bid because the manufacturer that manufacture bricks use cement more than any other material. A conclusion was reach that a local production and content should form part of this bid. The document went back to the Specification Committee and Adjudication Committee which advised that a second briefing session should be held. Questions and answers for both meeting are included in this set of minutes.

2. ATTENDANCE

The attendees were requested to complete the correct company details (Company Name, contact details and name of the company representative), on the attendance register for evaluation purposes. Attendees were also informed that should there be a

need to communicate anything before the closing of the bid, the potential suppliers will be contacted using the company details completed on the attendance register.

3. PRESENTATION OUTLINE

- Purpose of the bid
- How to access the bid document and other related documents
- Submission of the bid response
- Contents of the bid document and evaluation Criteria
- Question and Answers
- Closure Technical Presentation

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4.	Purpose of the bid
	To supply and deliver interlocking paving blocks at Nandoni Dam Remedial Action Project - Mulenzhe access road for Construction North in the Limpopo Province
5.	How to access the bid document and other related documents
	<ul style="list-style-type: none"> • Bid documents can be downloaded from the DWS Departmental website under current tenders: www.dwa.gov.za/Tenders/tendersCurrent.aspx • Or from the National Treasury website: http://www.treasury.gov.za/divisions/ocpo/ostb/CurrentTenders.aspx
6.	Submission of the bid response
	<ul style="list-style-type: none"> • Bid document must be completed by the authorised company personnel from the bidding company. It is also expected that the contact details (cell phone/ telephone and email address) of the authorised personnel are provided on SBD 1 - the invitation to bid page under supplier information section of the document. all bid correspondence will be sent to the authorised personnel and where an alternative person information is provided, communication will also be shared with the alternative person. • Bidders are expected to submit one original bid document inclusive of all the necessary attachments combined. • Bid response should be packaged or contained in a sealed envelope which is clearly marked the bid number, description, closing date, the company name and the name of the authorized person and their contact details. • The closing date for the bid initially was on 30 August 2022 but extended to 27 September 2022 at 11:00am. Any bid received later than the stipulated date and time will not be accepted. • The briefing session minutes, attendance register, and any other bid documentations will be placed under the current bid, departmental website, where the bid is placed. • The bid document must be deposited in the bid box situated at the entrance of Zwamadaka Building, 157 Francis Baard Street, Pretoria. <u>Bidders have three options to submit their bid documents (couriers or by post or hand delivery).</u>

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	<ul style="list-style-type: none"> • In a case where a bidder prefers to post their bid response, it must be done 3-5 working days prior to the closing date. It will remain the bidder's responsibility to inform SCM to collect their bid response from registry at least a day before the closing date, not on the closing date. Failure to do so and the bid response is received late, SCM will not be held accountable for any delays. Bidders are requested to make contact with the officials during working which is from 8:00am in the morning till 16:00pm. • In a case where a bidder prefers to use courier services, the bid response must be sent to Department of Water and Sanitation, 157 Zwamadaka Building, 157 Francis Baard Street, Pretoria 0002 or 191 Francis Baard Street. It is the responsibility of the bidder to ensure that the bid response is submitted within a reasonable time and that the signing of the bid response during delivery is done with the relevant Bid Office officials only, no other officials should be handed the bid response if they are not from Acquisition Management. • <u>For hand delivery submit tender documents at:</u> Department of Water and Sanitation, Zwamadaka Building, 157 Francis Baard Street, Pretoria 0002 • The last date for sending queries for clarifications will be on 20 September 2022 at 16:00pm, unless the closing date is extended a new date will be provided. The questions to be forwarded to bidenquirieswte@dws.gov.za. Queries received after the due date will not be considered. • All enquiries should be done through emails; no cellphone message will be responded to.
7.	INSTRUCTION TO BIDDERS:
	<ul style="list-style-type: none"> • It is the responsibility of the bidder to ensure that the bid document is completed in full and signed where needed. • Section 3 (Pricing Schedule) in the bid document must be fully completed and priced out by the bidder. The enclosed SBD 3.1 is firm, only firm prices will be accepted. Non-firm prices (including prices subject to rates of exchange variations) will not be considered. <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> • 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.
8.	EVALUATION CRITERIA:
	<p>The bid will be evaluated on a four 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

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	<ul style="list-style-type: none"> • Phase 3: Specification or Technical Compliance • Phase 4: 80/20 Evaluation of price and preference points claimed
8.1	Phase 1: Mandatory requirements
	<p>Only bidders who attended the meeting will be considered for further evaluation.</p> <ul style="list-style-type: none"> • Attendance of compulsory briefing session • NRCS (National Regulatory Compliance Standard) administers a compulsory specification for cement used for paving bricks. A "letter of Authority" is issued by NRCS to compliant cement manufacturers in respect of conforming products authorising the sale of cement. <ul style="list-style-type: none"> - A copy of the "letter of Authority" issued to the manufacturer for the particular cement used for manufacturing of paving bricks must accompany this bid. Failure to comply will invalidate the bid. • Complete, sign, submit SBD 6.2 and Annex C Local Content Declaration: Summary Schedule <p>Evaluation of local production and content</p> <ol style="list-style-type: none"> a) The declaration made in the declaration certificate for local content (SBD 6.2) and Annex C (Local Content Declaration: Summary Schedule) will be used for evaluation purposes, the aforementioned documents must be submitted as part of the bid documentation on the closing date of the bid. b) The bid is for more than one product (80mm and 60mm) light grey interlocking paving blocks to SABS 1058 (Class 40/2,6) and cement to be used must comply with SANS 50197-1 (CEM II/B-V 42.5 N), the local content percentages for each product contained in Declaration C shall be used; declaration shall be completed on item level. SBD 6.2 & Annexure C must be correctly completed in full. c) Where there is an exempted imported value the exemption letter issued by DTI must also be submitted together with the bid at the closing date and time of this bid. d) Failure to comply with the designated local production and content requirements and threshold or percentage for any item listed on SBD 6.2 by bidder, will render your bid non-responsive and will be disqualified. e) The DTI has the right to, as and when necessary, request for auditor's certificates confirming the authenticity the Declarations made in respect of local content.
8.2	Phase 2: Pre-Qualification Criteria
	<p>Preferential procurement regulations, 2017, regulation 4</p> <p>Prequalification criteria will be used in this bid to advance designated groups on the basis of B-BBEE Status Level of contributor and EME's or QSE's.</p>

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	<p>Failure to meet the below indicated prequalification criteria in terms of the PPR, 2017, Regulation 4 will automatically disqualify your bid.</p> <ul style="list-style-type: none"> B-BBEE Status Level of contributor <table border="1" data-bbox="352 394 1051 512"> <thead> <tr> <th>Level 1</th> <th>Level 2</th> <th>Level 3</th> <th>Level 4</th> </tr> </thead> <tbody> <tr> <td>X</td> <td>X</td> <td>X</td> <td>X</td> </tr> </tbody> </table> <ul style="list-style-type: none"> EME or QSE <table border="1" data-bbox="352 616 716 714"> <thead> <tr> <th>EME</th> <th>QSE</th> </tr> </thead> <tbody> <tr> <td>X</td> <td>X</td> </tr> </tbody> </table> <p>Bidders who are above Level 4 of B-BBEE level contributor and who are not an EME or QSE will not be considered for this bid.</p>	Level 1	Level 2	Level 3	Level 4	X	X	X	X	EME	QSE	X	X
Level 1	Level 2	Level 3	Level 4										
X	X	X	X										
EME	QSE												
X	X												
8.3	Phase 3: Administrative Compliance – documents to be submitted:												
	<ol style="list-style-type: none"> 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 for individual companies. The Tax Compliance status page which has the company PIN. (This is applicable to JV partners or sub-contractors should there be any). The Tax Compliance System pin number to be completed on SBD1. Status of the company in the CSD should indicate “Active” and “In business”. Company to attach copy of CIPC/ CIPRO certificate. In case of sub-contracting and or consortia/joint venture all parties involved must submit its own CIPC/CIPRO certificate, active and in good standing with all CIPC/CIPRO requirements. 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 parties’ insurance registered with Financial Service Board. Original valid sworn affidavit or valid certified copy of B-BBEE Status Level Verification certificate. (Failure to submit, the Bidder will forfeit the preferential points to be claimed). If the bidding company is a JV or consortium, valid certified copy of original B-BBEE certificate is required. Bidders to initial and sign Section 2 Tender data. The bid must be signed by a Director of the company or a duly authorised person and proof of such authority must be submitted with the bid. All SBD forms attached to the bid must be completed in full, initialed and signed where required. (SBD1, SBD3.3, SBD4 and SBD6.1). In case of consortia/joint venture, each party must complete a separate SBD4. The Central Supplier Database registration number (MAAA number) completed 												

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	on SBD1 should be of the leading supplier.																		
8.4	Phase 4: Specification or Technical Compliance																		
8.4	<p>Compliance requirements:</p> <p>Indicate by marking the relevant column, if you mark on both columns, it will be considered as non-compliance. A bidder who fails to comply with the specification's requirements will be disqualified and not considered for further evaluation.</p> <table border="1"> <thead> <tr> <th>ITEM NO</th> <th>DESCRIPTION OF GOODS</th> <th>QTY</th> <th>COMPLY</th> <th>NOT COMPLY</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Manufacture, supply and deliver 80mm light grey interlocking paving blocks to SABS 1058 (Class 40/2,6)</td> <td>32 000 m²</td> <td></td> <td></td> </tr> <tr> <td>2.</td> <td>Manufacture, supply and deliver 60mm light grey interlocking paving blocks to SABS 1058 (Class 40/2,6)</td> <td>20 000 m²</td> <td></td> <td></td> </tr> </tbody> </table>				ITEM NO	DESCRIPTION OF GOODS	QTY	COMPLY	NOT COMPLY	1.	Manufacture, supply and deliver 80mm light grey interlocking paving blocks to SABS 1058 (Class 40/2,6)	32 000 m ²			2.	Manufacture, supply and deliver 60mm light grey interlocking paving blocks to SABS 1058 (Class 40/2,6)	20 000 m ²		
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8.3	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 a valid proof certified copy of B-BBEE Status Level Certificate or the 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). 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 to claim preference points. <p>NB: A copy of certified copy of B-BBEE status level contributor certificate or an 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. The signature date of the deponent and 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 an 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> <p><i>Bidders are requested not to make a copy of the document which has already been certified and certify it again for tendering purposes!!</i></p>																		

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9.	TECHNICAL PRESENTATION - TERMS OF REFERENCE
9.1.	<p>SERVICE</p> <p>The service to be rendered is:</p> <p>i) supply and deliver 80mm light grey interlocking paving blocks to SABS 1058 (Class 40/2,6)</p> <p>supply and deliver 60mm light grey interlocking paving blocks to SABS 1058 (Class 40/2,6)</p>
10	<p>DELIVERY PERIOD</p> <p>A firm delivery period is required. Adherence to bid delivery period is of utmost importance. Note that the penalty for late delivery prescribed in paragraph 14 of the Specification will be imposed.</p>
11	<p>BID PRICE AND DELIVERY PERIODS</p> <p>All-inclusive bid prices are required, meaning delivery and any other cost mentioned in the specification for the Bidders account must be included in the unit price. Firm bid prices and delivery periods are preferred</p>
12	Meeting Closure:
12.1	Meeting adjourned at 10:58am.

No.	GENERAL OR TECHNICAL QUESTIONS	ANSWERS
1.	Are the quantities displayed guaranteed? Are the not going to be changes to the quantities and bidders be told that there was some work done and therefore the quantities have changed.	On page 14, item 7, it is indicated that items required cannot be guaranteed. The Department has reserves the right to change the quantities when the bid is finalised.
2.	On administrative compliance, paragraph 4, in case of a joint venture, which company should submit COIDA document? Is it all companies forming a joint venture or just one company?	Each and every company must submit their own COIDA. If two or three companies forms a JV, each company must submit COIDA document.
3.	Products used for manufacturing bricks, do fall on the category of designated local production an content but there are no local content declaration (SBD 6.2) and annexure C. Why?	Cement is a designated product but the department is buying bricks from the bidders. Compliance will be on the companies manufacturing bricks. It was not put under the criteria that there must be compliance with the designation of the cement. It was not included under evaluation criteria that bidders need to comply with. The specification indicates what type

No.	GENERAL OR TECHNICAL QUESTIONS	ANSWERS
		of the material must be used for the manufacturing of bricks. For any deviation, please use SBD 3, please indicate what type of deviation is it. The material should be as per the specification. Should you deviate from the requested material, chances are you might be disqualified.
4.	Delivery period is not stated on the document. Is it a once off or over a certain period of time?	It is a once off delivery. The department is under pressure to finish the work, but it will give bidders reasonable time to manufacture and delivery the material required. SBD 3 also requires each bidder to commit to the delivery periods.
5.	There is some discrepancy on page 10 and page 19 about quantities.	The first document that was upload had discrepancy on quantities, but it was replaced by a new document.
6.	Is it compulsory to submit SANS 1058 and regarding the strength of the brick, which strength is required?	The document indicated that SANS 1058 plus 40/2.6 on both 60mm an 80mm must be per the SABS specification.
7.	Class 2.6 is the very high classification, does the department pay the deposit to get the manufacturer to start manufacture the bricks or department only pay monthly after the bricks have been delivered?	Payments are done after delivery; not up-front payment will be made. The department is looking for companies that have own capital to procure. Payments are done after delivery. Bidders will be allowed to delivery certain quantity on site and payment will be for the amount of bricks delivered. Bricks can be delivered in smaller quantities.
8.	Since this is the compulsory briefing session and are taking notes for recording purposes, is this a once off delivery or not.	This is not a term contract but based on the quantities, arrangements can be made that certain amount of bricks can be delivered but reasonable amount at reasonable time can be allowed.
9.	Can the bid document be amended to indicate what has just be said about delivery period?	The end user has indicated an arrangement that he will allow part delivery of the material. Whatever is being discussed in this meeting, will be documented in the minutes. The minutes will be posted on the website, should there be any issues during or after the contract has been signed, contact should be made with project manager's office. The bid document cannot be amended at this stage. This is not a term contract; we will consider certain timeframe which we can commit to at this stage. This will depend on the successful bidder's response on SBD 3 on the tender document.
10	As this is the high-class material that is required, the bricks that	Bricks shown were just an example, in terms of the formality, it is what is required. Bidders are to

No.	GENERAL OR TECHNICAL QUESTIONS	ANSWERS
	where shown to bidders are that one that are required, same class?	ensure that they follow the specification. After delivery, department will do some tests on some of the bricks to check if they comply with the specification. The shape and size are exactly what the department requires.
11	Are bidders required to submit the test results upon delivery or will the department do its own testing?	Department will do its own testing.
12	Why is COIDA compulsory for someone who do not have employees?	The reason for COIDA is for people who will be assisting with delivery of bricks, should they be injured, the department will not be responsible for that. The depart is protecting itself against such risk.
13	How many suppliers is the department looking for?	Only one supplier is required for this request as this is not a panel or a term tender.
14	What was the reason for re-advertising the bid?	There were changes made on the bid document. The new document requires NRCS and local production and content. The closing date has also been changed.
15	The department need to look at the local producers. During evaluation, please consider that people are affected, people have businesses in the area and as a result it is important to look at local manufacturers.	With regards to localising procurement, government is looking into that. They issued pre-qualification phase on the tenders, however, there has been court cases around this which bidders are aware of. In terms of localising the procurement to a certain area is difficult to use in the tenders. At the moment it is required that the successful bidder procures their material from the local but were they have tested and seen that the competition is limited, they cannot localise the procurement of the material.
16	The document indicated the standard required such as SABS, are the laboratory results also required?	The manufacturers know about the lab results but should keep those on their side. What is needed is the compliance with SABS. The department is concern about the manufacturers if they are certified to do such work. The lab results will be produced should be auditors look for them. Also, they will be needed when DTI and SABS conducting inspection on the premises of the manufacturing.


Mr T Khanyile
 Site Manager


Ms N Mnguti
 SCM Secretariat