



MINUTES OF COMPULSORY BRIEFING SESSION MEETING FOR BID:

DWS26-0223 WTE

MDLOTI RIVER DEVELOPMENT: HAZELMERE DAM RAISING TURNKEY CONTRACTOR (ENGINEER, PROCURE AND CONSTRUCT) FOR THE CONSTRUCTION OF DAM OPERATION OFFICES AND STORAGE FACILITIES CONTRACT PERIOD: 8 MONTHS. ONLY BIDDERS WITH CIDB GRADING 5GB OR HIGHER ARE ELIGIBLE TO BID.

DEPARTMENT OF WATER AND SANITATION OFFICIALS WARD COUNCILOR

REPRESENTATIVES PRESENT:

Mr. Stephen Arumugam	Chief Director: Infrastructure Development: NWRI (Chairperson)
Mr. Antony Bhasopo	Chief Engineer: Infrastructure Development: Project Manager
Ms. Tsholofelo Morolo	Engineering Technologist: Infrastructure Development: Capital Projects
Mr. Sivuyile Dafethi	Quantity Surveyor: Industrial Technician: Construction
Ms. Nomfanelo Khanyi	SCM Representative - SCM Compliance WTE Head Office
Ms. Julia Dirane	SCM Representative - SCM Compliance WTE Head Office
Ms. Ntombizethu Nzimande	SCM Representative - SCM Compliance WTE Head Office
Mr. Fakazi Mdletshe	Ward 60 Councillor
Mr. Nokothola Masina	Ward 60 Representative
Mr. Mandla Ngcobo	Ward 60 Representative

Technical Presentation by: Mr. Antony Bhasopo

SCM Presentation by: Ms. Julia Dirane

Date: 08 March 2023

Time: 11:00am

Venue: Oakford Village Agricultural Hub, Oakford Road, Osindisweni, Iqadi, Durban, KZN

1. OPENING AND WELCOME

Mr. Stephen Arumugam opened the meeting and welcomed all the attendees in the meeting and further outlined the following:

Raising of Hazelmere Dam is under our control, and it is "Department of Water and Sanitation" DWS project in Pretoria. DWS has completed the raising of the dam wall in

terms of GCC and the structure is complete. The practical completion certificate was received on the first of March this year. The Department has initiated a sub-project to relocate existing affected Dam operations office on the left bank because it is situated on the high flood water area. We are here today because the DWS need contractors to build the new operations office outside the water flood line so that our office is not inundated should we get a flood.

1.1 Chairperson outlined the programme of the meeting stating the main speakers of the meeting as follows:

1.1.1. Message from the ward councilor (Ward 60)

Mr. Mdletshe welcomed all the attendees and also thank the contractors for responding to the invitation. He further indicated that he hopes and believe that the contractor who will be chosen to do the work, would be dedicated and be able to work with the structures available to get the job done. A contractor who will be able to give back to the community in terms of empowerment, affording local people the opportunity to be involved in the project by giving local people work and supporting local business people who are selling required material in the area. The stoppage of most of the construction projects or works around KZN are used to be caused by the greediness that other people would have, by benefiting their own people without considering the community members at large. It is understood that this is a national tender however, the contractor who will be appointed should be able to consider working with the community. He further pleaded with the contractors present, that the suitable contractor who will be appointed should be allowed to do their work without any interruptions from the contractors who are not awarded the tender. He wished all the bidders well to the bidding process.

1.1.2. DWS Project Team Introduction

Mr. Stephen Arumugam introduced his colleagues present (Mr. Antony Bhasopo, Ms. Tsholofelo Morolo and Mr. Sivuyile Dafethi)

1.1.3. DWS SCM Introduction

Ms. Dirane introduced her colleagues present (Ms. Nomfanelo Khanyi and Ntombizethu Nzimande).

1.1.4. Brief background

With Hazelmere Dam, this is a short-term interim job that has been done. The area that we are at is in the deficit hence there would be water restriction, the Umdloti system that supplies water to eThekweni municipality and the iLembe district municipality which are currently going through crisis. The DWS department then started the plan in 2009 and 2010 to come up with a short-term solution for this area, but the actual to raise of the Hazelmere dam was 6 to 7 meters to double the capacity in the existing structure. Currently DWS is done with that part of the dam, which is one of the highest and tallest Piano Key Wear Dam in the world. This dam has the largest stressed anchors in the world, 92 strands anchors which would be show cased in South African National Committee on Large Dams (SANCOLD) in November 2023 and if we do well it would be showcased in ICOLD which is the International Commission on Large Dams. This dam has a highly sophisticated gallery with a full server room and real time application on the phones of engineers which tell them what is happening every single day without visiting the dam. DWS is looking for a contractor who can complement that structure

with an operational office that can meet the requirement of the future operations of such a structure. The existing operation office is in the high-water flood line, and it was inundated during the 100 years flood occurred in April 2022. We had to relocate the personnel based on that emergency flood because it was not safe. The structure needs to be demolished as soon as the new structure is operational. It is illegal in terms of Dam Safety Act to have structures in a highwater flood-line and people operating a dam in high water-flood line. DWS would not want to lose a life in this process.

2. TENDER AGENDA:

- Signing of the briefing attendance register and signing of certificate of attendance.
- and Purpose of the bid and contract period
- Background of the project
- Contents of the bid document
- Tendering procedure
- Technical aspects of the raising
- Question and Answers
- Part 2- Site Inspection will be held at the Dam Office adjacent to the dam
- Closure

3. ATTENDANCE

The attendees were requested to complete attendance register using the correct company information (Company Name, contact details and name of the company representative) for evaluation purposes. Certificate of attendance will be signed by the technical officials at the end of the site inspection. Bidders were also informed that both the attendance register, and certificate of attendance should be completed and signed before leaving the meeting.

Attendees were also informed that should there be a need to communicate anything before the closing of the bid, all the attendees will be contacted using the company details completed on the attendance register.

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4.	Purpose of the bid
	The Department of Water and Sanitation (DWS) seeks to appoint a turnkey contractor (Engineer, Procure and Construct) for the construction of dam operation offices and storage facilities. Contract period: 08 months. CIDB Contractor grading designation of CIDB 5GB or higher.
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: https://www.dws.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

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	<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 “invitation to bid” page under supplier information section. All bid correspondence will be sent to the authorized 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 and a duplicate copy or a USB memory stick with all the returnable documents. • 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 bid closing date was initially on 04 April 2023 but has been extended to 18 April 2023 at 11:00am. Any bid received later than the stipulated date and time will not be accepted. • The briefing session minutes and any other bid documentations related to the bid will be send direct to attendees and not placed on the website where the bid is currently placed. This is done to prevent the bid scammers that have been going around trying to defraud the bidders with false information. • 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> • 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 hours 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 <u>Department of Water and Sanitation, 157 Francis Baard Street, Pretoria 0002 or 191 Francis Baard Street.</u> 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 tender office. • <u>For hand delivery, tender documents must be submitted 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 07 April 2023 at 16:00pm. 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; however, bidders were also requested to make phone call follower up on the email send to ensure that the query was received.
7.	Instruction to Bidders:

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	<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. Bidders are requested to read the new SBD 4 before completing this form to ensure that they understand the contents of this declaration and once satisfied and are in agreement to the requirements it is then that this form can be completed. The bidder would be agreeing to the following as cited from the SBD document: <p>I CERTIFY THAT THE INFORMATION FURNISHED IN PARAGRAPHS 1, 2 and 3 ABOVE IS CORRECT. I ACCEPT THAT THE STATE MAY REJECT THE BID OR ACT AGAINST ME IN TERMS OF PARAGRAPH 6 OF PFMA SCM INSTRUCTION 03 OF 2021/22 ON PREVENTING AND COMBATING ABUSE IN THE SUPPLY CHAIN MANAGEMENT SYSTEM SHOULD THIS DECLARATION PROVE TO BE FALSE.</p> <ul style="list-style-type: none"> The appointed person who will be completing the tender document on behalf of the company should ensure that paragraph 2.3. is answered truthfully to avoid being disqualified for misrepresentation of information.
8.	Submitting of untrue or falsified documents
	<p>Bidders should not change or falsify their company information or the BEE status to suit the requirement pre-qualification.</p> <p>NB! Failing to adhere to the above mentioned will lead to disqualification.</p>
9.	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: Administrative compliance Phase 3: Functionality Compliance Phase 4: Price and Preference Points Claimed
9.1	Phase 1: Mandatory requirements
	<ul style="list-style-type: none"> Attendance of compulsory briefing session. Changing of company names is not permitted. Proof of registration with CIDB grading with a grading of 5 GB or higher Only bidders who have complied with the above will be considered compliant and be evaluated further to phase 2. <p>Bidder must be actively registered on the day of evaluation.</p> <p>Unregistered contractor capable of being registered prior evaluation may be evaluated, contractor must be so capable within 21 working days after closing date (Reg. 25(1A)). Proof of application is required on closing date of the bid.</p> <p>JV/ Consortium companies must submit proof of individual registration as well the JV CIDB calculated grading. All JV partners must be actively registered on the day</p>


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	of evaluation.																		
9.2	Phase 2: Administrative Compliance																		
	<ul style="list-style-type: none"> • Companies must be registered with National Treasury’s Central Supplier Database must submit CSD report. Provide MAAA number on SBD1. Where JV or subcontract is applicable, all parties should submit CSD reports). • Tax compliant with SARS. Attach a copy of valid Tax compliance status Pin (to be confirmed through SARS) for Lead Consultant, contractor and sub-contractors. Where JV or subcontract is applicable, all parties should submit valid Tax compliance status Pin) • Valid letter of good standing with the Compensation Commissioner (either from Federated Employers Mutual Assurance (FEMA) and Compensation Fund “Department of Labour) Where JV or subcontract is applicable, all parties should submit valid COIDA certificate) • The bid must be signed by a director of the company or duly authorised person, and proof of such authority must be submitted with bid. • Complete, sign, submit SBD1, SBD3.1, SBD4, SBD6.1. All JV partners should complete a separate SBD 4 form, each party must complete a separate SBD4. The bid will be valid for a period of 90 days, valid till 18 July 2023. • A consolidated B-BBEE certificate is required in case of consortia/joint venture (failure to submit, the bidder will forfeit the preferential points to be claimed). 																		
9.3.	Phase 3: Functionality Compliance																		
	<p>Bidders must score at least 70 out of 100 in respect of functionality in order to qualify for advancement to Phase 5. A bidder that scores less than 70 out of 100 will be regarded as submitting a non-responsive bid and will be disqualified.</p> <p>Functionality shall be scored using the following returned schedules in Annexure A:</p> <table border="1" data-bbox="336 1323 1465 1603"> <thead> <tr> <th>Returnable forms</th> <th>Criterion</th> <th>Weight or maximum points to be obtained</th> </tr> </thead> <tbody> <tr> <td>Form H:</td> <td>Personal Capabilities</td> <td>30 Points</td> </tr> <tr> <td>Form I:</td> <td>Equipment Capabilities</td> <td>10 Points</td> </tr> <tr> <td>Form J:</td> <td>Experience of Tenderer</td> <td>30 Points</td> </tr> <tr> <td>Form K:</td> <td>Technical proposal</td> <td>30 Points</td> </tr> <tr> <td></td> <td>Total points</td> <td>100</td> </tr> </tbody> </table> <p>The weight that will be allocated to each functionality criterion is as follows (unless otherwise stated): 0 = very poor, 1 = poor, 2 = average, 3 = good, 4 = very good and 5 = excellent.</p> <p>The evaluators are to score the bidder and use the scored value to determine the achieved weight of the criterion.</p>	Returnable forms	Criterion	Weight or maximum points to be obtained	Form H:	Personal Capabilities	30 Points	Form I:	Equipment Capabilities	10 Points	Form J:	Experience of Tenderer	30 Points	Form K:	Technical proposal	30 Points		Total points	100
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9.4	Phase 4: Price and Preference Points Claimed:																		
	<p>During this phase, bids that passed the phase three will be further evaluated based on the 80/20 preference points system in accordance with the PPPFA Act, where 80 points will be attained in respect of price and the maximum of 20 points will awarded to a tenderer for the specific goals as</p>																		


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	<p>follows:</p> <ul style="list-style-type: none"> • Who are women= 5 points • Who has a disability= 5 points • Who is a youth= 5 points • Location enterprise (local equals province) = 2 points • B-BBEE status level contributors from level 1 to 2 which are QSE or EME= 3 points <p>The definition and measurement of the goals above will be as follows:</p> <ul style="list-style-type: none"> • Women, disability, and youth <p>This will be measured by calculating the pro-rata percentage of ownership of the bidding company which meets this criterion.</p> <ul style="list-style-type: none"> • Location of the enterprise <p>Local equals province. Where a project cuts across more than one province, the bidder may be located in any of the relevant provinces to obtain the points.</p> <ul style="list-style-type: none"> • B-BBEE status level contributors from level 1 to 2 which are QSE or EME <p>Measured in terms of B-BBEE requirements Documents requirements for verification of Points allocation:</p> <p>Failure on the part of a tenderer to submit proof of documentation required in terms of this tender to claim for specific goals with the tender, will be interpreted to mean that preference points for specific goals are not claimed.</p>																						
10.	TERMS OF REFERENCE: DIRECTORATE: INFRASTRUCTURE DEVELOPMENT																						
10.1	OVERVIEW OF THE WORK																						
	<p>The prospective Contractors will be expected to design and construct dam operation offices and storage facilities as shown in the table below.</p> <table border="1" data-bbox="336 1160 1465 1926"> <thead> <tr> <th data-bbox="336 1160 858 1249">Water Control Facilities</th> <th data-bbox="858 1160 1465 1249">Operations Eastern Facilities on the Platform</th> </tr> </thead> <tbody> <tr> <td data-bbox="336 1249 858 1323">Office Block</td> <td data-bbox="858 1249 1465 1323">Office Block</td> </tr> <tr> <td data-bbox="336 1323 858 1397">Security Hut</td> <td data-bbox="858 1323 1465 1397">Security Hut</td> </tr> <tr> <td data-bbox="336 1397 858 1471">General storeroom</td> <td data-bbox="858 1397 1465 1471">Storeroom</td> </tr> <tr> <td data-bbox="336 1471 858 1545">Fuel store</td> <td data-bbox="858 1471 1465 1545">Carport for six vehicles</td> </tr> <tr> <td data-bbox="336 1545 858 1619">Carport for six vehicles</td> <td data-bbox="858 1545 1465 1619">Paving</td> </tr> <tr> <td data-bbox="336 1619 858 1693">Paving</td> <td data-bbox="858 1619 1465 1693">ClearVu Fence & Gate (Perimeter 340m)</td> </tr> <tr> <td data-bbox="336 1693 858 1767">ClearVu Fence & Gate (Perimeter 560m)</td> <td data-bbox="858 1693 1465 1767">Electrical Connection</td> </tr> <tr> <td data-bbox="336 1767 858 1841">Electrical Connection</td> <td data-bbox="858 1767 1465 1841">Water supply</td> </tr> <tr> <td data-bbox="336 1841 858 1915">Water supply</td> <td data-bbox="858 1841 1465 1915">Wastewater disposal</td> </tr> <tr> <td data-bbox="336 1915 858 1926">Wastewater disposal</td> <td data-bbox="858 1915 1465 1926"></td> </tr> </tbody> </table>	Water Control Facilities	Operations Eastern Facilities on the Platform	Office Block	Office Block	Security Hut	Security Hut	General storeroom	Storeroom	Fuel store	Carport for six vehicles	Carport for six vehicles	Paving	Paving	ClearVu Fence & Gate (Perimeter 340m)	ClearVu Fence & Gate (Perimeter 560m)	Electrical Connection	Electrical Connection	Water supply	Water supply	Wastewater disposal	Wastewater disposal	
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	<ul style="list-style-type: none"> • Scope of work will entail • All specialist studies, concept designs to final designs • Implementation of designs through construction and Quality Management • Compliant with all statutory and legislative requirements i.e., EIA and OHS • Handover and close-out
10.2	REQUIRED SCHEDULE OF PRICES
	<ul style="list-style-type: none"> • Bidders are expected to price and submit a detailed schedule of prices for Skills Development <ul style="list-style-type: none"> ✓ The contractor shall achieve in the performance of the contract the Contract Skills Development Goal (CSDG) minimum 0.5% of tendered amount ✓ The contractor shall develop a Skill Standard Baseline Training Plan (Form R3)
10.3	PROCUREMENT
	<ul style="list-style-type: none"> • The contractor shall procure goods and services according to the Employer's standards. <ul style="list-style-type: none"> ✓ Goods are to be procured and obtained from local sources ✓ The Tenderer will be required to appoint Sub-Contractor with the required CIDB grading locally with the assistance of the Project Liaison Committee (PLC) and Ward Councillor.
11.1	LIST OF RETURNABLE DOCUMENTS/ FORMS REQUIRED FOR TENDER EVALUATION
	<p>A. Certificate of attendance T2.4</p> <p>B. Indemnity form..... T2.5</p> <p>C. Contractor's certificate of registration with CIDB T2.6</p> <p>D. Certificate of good standing with workman compensation commissioner (COIDA).....T2.7</p> <p>E.</p> <p>F. Certificate of authority T2.9</p> <p>G. B-BBEE status T2.10</p> <p>H. key personnel T2.11</p> <p>I. Schedule of plant and equipment T2.12</p> <p>J. Experience of tenderer T2.13</p> <p>K. Technical Proposal T2.14</p> <p>L. Status of concern submitting the tender T2.15</p> <p>M. Tax compliant with SARS T2.16</p> <p>N. Certificate of non-collusive tender T2.17</p> <p>O. Bribery and corruption declaration T2.18</p> <p>P. Record of addenda to tender documents T2.19</p> <p>Q. Form of intent to provide a performance security.....T2.20</p> <p>R. Certificate of authority for joint venture.....T2.21</p> <p><u>SBD FORMS</u></p> <p>SBD 1 Invitation to BID T2.22</p> <p>SBD 4 declaration of interest T2.23</p> <p>SBD 6.1 Preference points claim form in terms of the Preferential Procurement Regulations 2022 T2.24</p>

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	<p><u>SOCIO ECONOMIC AND LOCAL ECONOMIC PARTICIPATION REQUIREMENTS</u></p> <p>R1 schedule of labour content T2.26 R2 proposed monthly labour summary T2.27 R3 Contract Skills Development Goal (CSDG) T2.28</p> <p><u>DWS FORM</u></p> <p>DWS Vendor Master T2.29</p>
	Additional information
	<p>The bid document does not have a bill of quantities however the bidders are expected to do their own research. The department has provided a decent layout and the bidder's architect must get familiar with the eThekweni Municipality legislation on designs to meet the requirements of the area. There are different weather conditions according to different provinces, the roof design will be designed by the bidder's architect and the professional engineer will certify the design.</p> <p>The bill of quantity is not included therefore the department has given a closing date extension of 18 April 2023 so that bidders can have enough time to prepare their own bill of quantities. The duration of the contract will be eight months, you have to price your Ps and Gs (your fixed and time related), second schedule would be your engineer and design work, you will have to price to conduct the necessary tests and the conductor assessment, identification of services, the survey that must be conducted, site investigations required to cater for the design work to check what you need in order to design a building. You will also have to price to prepare a concept and detailed design, price for design documentation and construction drawings. The appointed bidder will be paid based on the completion of the stage.</p>
12.	Meeting Closure:
12.1.	Meeting adjourned at 13:25pm.

No.	GENERAL OR TECHNICAL QUESTIONS	ANSWERS
1.	How do we access the bid document since the one on the website does not open?	The bid document will be forwarded to all potential bidders present at the briefing session when presentation and attendance register will be circulated.


Ms Tsholofelo Morolo
On behalf of Mr. Antony Bhasopo
Technical Presenter


Ms. Julia Dirane
SCM Presenter and Secretariat