



transport

Department:
Transport
Province of KwaZulu-Natal

ACQ011: BRIEFING SESSION MINUTES OF MEETING

Addresses:

Private Bag X9043
PIETERMARITZBURG
3200
Inkosi Mhlabunzima Maphumulo House
172 Burger Street
Pietermaritzburg
3201

ENQUIRIES: Ms Siphesihle Mkhize
Supply Chain Management
Demand Management
Policy Development and Training
Tel: 033 355 0004

Siphesihle.Mkhize@Kzntransport.gov.za

MINUTES OF MEETING: BRIEFING SESSION

Minutes of meeting for Tender No: ZNB00368/00000/00/HOD/INF/21/T: The upgrade of Main Road P104 from 18+000km to 24+000km in the Durban region.

Date: 13 October 2023

Time: 10h00

Venue: Virtual Briefing via Teams

Procedural matter	Person
1. Opening and welcome:	Ms. Lungile Mazibuko
2. Opened and introduction of members present: <ul style="list-style-type: none"> Ms. Nonhlanhla Manukuza – SCM Ms. Lungile Mazibuko – Construction Mr. Patson Tumba – BVi Consulting Engineers Mr. Blessing Silangwe – BVI Consulting 	Ms. Nonhlanhla Manukuza
3. Bidding process	Ms. Nonhlanhla Manukuza – SCM
<ul style="list-style-type: none"> Service providers were given until 10.00 am to sign in for the Virtual Briefing session – the register closed at 10.00 am and no other bidders were permitted to join the session. Bidders were informed that the session was being recorded for minute purposes. Bidders were welcomed to the Tender Clarification Meeting for ZNB00368/00000/00/HOD/INF/21/T: for the upgrade of Main Road P104 from 18+000km to 24+000km in the Durban region. Department invites tenders from established contractors, experienced in the Construction of Earthworks, Layerworks, Drainage, Surfacing and Retaining Structures on main roads. Tenderers must be registered and active on CIBD with grading designation of 8CE or higher to qualify to bid. Tenderers must be registered on the Central Supplier Database (CSD). This tender has a non-compulsory virtual briefing. 	



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- Should there be changes to this tender document, SCM will issue an addenda and put on the website sometimes email to those service providers who attended the briefing.
- Attention is drawn to T21 of the Tender document, bidders to fill all sections and sign. Failure to do so will make the bid invalid.
- This bid will be evaluated in an 90/10 preference point system. 90% for price and 10% for specific goals.
- Only tenderers who comply with the functionality criteria for experience of key persons, company past performance in similar projects, and proposed approach and methodology, as stated in the Tender Data, are eligible to be considered for further evaluation.
- The successful tenderer must subcontract a minimum of 30% of the value of the contract to Targeted Enterprises through Contract Participation Goals (CPG). The Department has however not indicated if they need any sub-contracting on the tender document, bidders can then only initial page T44 and leave blank.
- There is a three-stage evaluation process: 1) Administrative Compliance, 2) Functionality Criteria (Schedule O to Technical Proposal) and 3) Preference Point evaluation (90/10 system applied because of the value of the contract).
- Tenderers must be Tax Compliant.
- Bidders to fill and sign their health and safety declaration, T47 of the tender document.
- The tenderers are required to submit a technical proposal as per T51 of the tender document.
- Please ensure that you read the functionality criteria carefully and comply.

4. Explained the Specification

Mr. Patson Tumba

- The project is for the upgrade of main Road P104 from existing unpaved to asphalt paved road from chainage 18KM to 24KM.
- The contract duration for the project is 18 months inclusive of the non-working and special non-working days
- The 18-month duration includes the procurement or the time that will be taken to procure any CPG contractors.
- The successful tenderer must subcontract a minimum of 30% of the value of the contract to Targeted Enterprises through Contract Participation Goals (CPG).
- Tenderers must be registered and active on CIBD with grading designation of 8CE or higher to qualify to bid.
- Tenderers must be registered on the Central Supplier Database (CSD).
- There is a programme with respect to the Standard for skills development has been set at 0.25% of the contract value, the successful Tenderer will be expected to provide training to University/Technikon students from the area. There is a section in the Bil of Quantities for undertaking the tasks.
- The Tender closing date is Monday 30 October 2023 at 11h00. The documents must be dropped off at KZN Department of Transport, 172 Burger Street, Pietermaritzburg.
- The tender validity period is 12 weeks from the date of Tender closing date.
- Test for responsiveness is as per Clause C3.8 of the Tender data.
- Considering this is a complex project, The tender will be evaluated using the Method 2, that is tender offers will be assessed for administrative compliance, functionality, price and preference in accordance with the PPPFA Regulations of 2022.
 - Functionality Criteria is as shown on page T12.
 - Tenderers that score 65% and above will be evaluated further.



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- Price and preference – 90% for Price and 10% for Specific Goals as highlighted on page T31.
- Acceptable proof for the allocation of Specific Goals Points
- Only Tenderers who comply with the functionality criteria of experience of key personnel, company experience highlighted on page T11 will be considered for further evaluation.
- Key personnel – only three key personnel, i.e., Contracts manager must be registered as a Pr Eng/Pr Tech Eng or Pr CPM
- Contracts Manager – Must be professionally registered with ECSA and/or SACPCMP (Pr Eng / Pr Tech Eng / Pr Techni /Pr CPM or Pr CM only)
- Site agent - minimum LIC NQF level 5 qualification is required.
- Site foreman – minimum LIC NQF level 4 qualification is required.
- Bidders must have relevant experience on Road Upgrade Projects.
- Bidders must score minimum score of 65%, they will be further evaluated.
- Bidders who pass functionality will be further evaluated using the price and preference system.
- The penalty for failing to complete the works is 0.05% of the Contract Sum per day, up to a maximum limit of R25,000.00/day.
- Project Scope
 - Access to P712 from Durban (Gateway) continue onto N2 North, pass Ballito, and take Exit 222 off-ramp Tinley Manor Beach, turn left and proceed straight until Main Road P104. The section of Main Road P104 under consideration starts at 18+000km to 24+000km.
 - Entails the upgrade of 6.0km of gravel road to an asphalt surfacing and associated drainage works. The route closely follows the existing alignment in a South to North direction intersecting with several roads. The route is lightly trafficked by minibuses, agricultural trucks, tractors etc.
 - The pavement structure includes a BSM base, Stabilised Subbase and G7 & G9 Selected layers.
 - The materials will be sourced from commercial sources.
 - There are two borrow pits close to the road, they will have to liaise with the relevant Indunas for the material and the Department will not be involved in the discussions.
- Covid is still around therefore the successful Tenderer is expected to abide the COVID specifications in the document.

5. Questions	Answers
Q1: Items with 0 quantities on Bill, are they for CPG contractors and do we need to price them?	A1: Yes, the items are for CPG contractors and they should have been grayed out. The Main contractors should not price them. An addendum will be issued.
Q2: Is the provisional sum for CPG Contract correct?	A2: The value will be adjusted and an addendum will be issued.
Q3: Will drawings be uploaded on the Departmental website for downloading?	A3: Drawings will be made available to tenderers. They should be made available next week together with excel BOQ and minutes of this meeting.



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6. Closure: 10h24

Ms. Nonhlanhla Manukuza

Compiled by Bvi Engineers:

Name: Blessing Silangwe

Signature:

Date: 18/10/2023

Approval by officials who attended the meeting

The minutes are a true reflection of the deliberations held.

Name	Designation	Signature	Date
Ms. Lungile Mazibuko	Construction		
Mr. Patson Tumba	BVi Consulting Engineers		20/10/2023
Ms. N Manukuza	SCM		25/10/23