



Private Bag X9043, PIETERMARITZBURG, 3200

SCM

Inkosi Mhlabunzima Maphumulo House, 172 Burger Street, Pietermaritzburg, 3201

Tel: 033 355 0004

Siphesihle.mkhize@kzntransport.gov.za

MINUTES OF MEETING: BRIEFING SESSION

Minutes of meeting for Tender no: **ZNB00511/00000/00/HOD/INF/21/T: THE UPGRADE OF DISTRICT ROAD 1001 (KM 0+000 TO KM 4+780) IN THE UMGUNGUNDLOVU DISTRICT UNDER PIETERMARITZBURG REGION**

Date: 29 September 2023

Time: 12:00

Venue: Virtual briefing on Microsoft Teams

Procedural matter	Person
Opening and welcome:	Mr. T Sambo
Opened and introduction of members present: Mr B Majosi Mr K Naidoo	Mr. T Sambo
Bidding process	Mr. T Sambo
<ol style="list-style-type: none"> 1. The session is being recorded for minutes purposes. 2. The advert did state that the meeting will start at 12:00 and was non-compulsory. 3. Administrative queries must be directed to Mr Sandile Nkala 4. All technical questions must be addressed to Mr Beau Majosi 5. There are three (3) stages of Evaluation: <ol style="list-style-type: none"> a) 1st Administrative Compliance b) 2nd Functionality c) 3rd Price 6. To be eligible to bid for this Tender you need to be: <ol style="list-style-type: none"> a) Registered and Active on CSD b) Tax Compliant c) Registered and Active on CIDB d) Be a CIDB grading of 8CE or above e) to comply with the Functionality Criteria 7. Due to COVID Risks briefings are held virtually, but bidders are encouraged to visit site locality map and coordinates are on page T6 8. Tender data will have precedence in the interpretation of any ambiguity or inconsistency between the tender data and the standard conditions of tender. 	

Nsk



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9. Tender Closes 18 October 2023 at 11:00 no late entries will be considered.
10. Validity period is 12 weeks from date of closing of tender – 11:00 Wednesday 18 October 2023.
11. Bidders are advised to obtain their own copies of the relevant acts, regulations and standards referred to in this document.

1st Stage: Administrative Compliance:

Bidders must be active on the CSD by the date of closing for this bid and each member of the joint venture has to be registered on the CSD.

Need to be registered and active on CIDB, and need to be of a grading of 8CE or higher.

None of the respondents or its principals may be listed on the register of tender defaulters, and all person listed as prohibited to do business with the state will be eliminated.

The department reserves the right that over and above using any legal remedy, will cancel this Tender..

While not compulsory it is advisable that bidders visit the site, site map with coordinates can be found on page T6 of document.

This Tender closes on 18 October 2023 at 11h00, no late entries will be accepted.

Only Original documents filled in ink deposited in the Tender Box will be accepted.

The tender box is situated at the Department of Transport Head Office, Inkosi Mhlabunzima Maphumulo House, 172 Burger Street, Pietermaritzburg.

Submissions must be clearly sealed and clearly identified by tender number, description and closing date.

Bid documents must be written legibly.

Ensure that everything has been signed, and completed.

Be sure that you have declared everything, any Company in which Directors have an interest in other companies.

Bid Validity is 12 weeks from date of closing, therefore calculated from 11:00 18 October 2023.

Bidders to ensure that every returnable documents are fully completed, signed and submitted.

Functionality and Scope of Works	Mr B Majozi and Mr K Naidoo
<p>The time for achieving the practical completion for the project is 36 months from the commencement date.</p> <p>This includes non-working days and special non-working days as well.</p> <p>It is a real, re measurable contract with a CPG goal contract participation goal for local labour of 20% and the contract participation goal for targeted Enterprises is 30%.</p> <p>The incorporated a part of the contractual requirements for this project is that there must be security provided and in the form of a fixed performance guarantee of which are Clause SC 6.2.1 and the contract data gives you the limits of that acceptable fixed performance guarantee.</p> <p>There is CPG, CPA adjustment factors which are incorporated as well on the document for</p>	



roadworks upgrades which are applicable to schedules A, D, F&G . The percentage advance on materials not yet built into the permanent works is 80% there is under clause 6.10. 3 A percentage retention for the amount due to the contractor of 10%.

There is also an applicable limit to the to that retention amount, which is also addressed under that clause.

A retention guarantee in lieu of a cash retention is also permitted.

Clause F2.9 gives awareness to the fact that the targeted area for local labour for achieving that local labour though is the uMkhambathini Local Municipality, the targeted area for the enterprises is the UMGUNGUNDLOVU District as well as the uMkhambathini Local Municipality.

The pricing data parts C2 of the document on page C24 gives us a breakdown of the assumptions to take into consideration before pricing your bill of quantities.

The quantities given in the Bill of Quantities are estimates only, and are subject to re-measure during the execution of the work.

Purely estimates, and since it is a re measurable contract, actual quantities will be measured in accordance when we commence with, the work.

The works are in accordance as well and are measured using the standard specifications for road and bridge works for South African Road Authority. Which is the COTO specification. COTO Draft Standards October 2020.

The bill of quantities that is in the document is separated into two bills, it's the one main contractor bill from page C29 of page C53 these must be priced.

This must be priced as this is the main contractor BOQ.

The second BOQ that's there is a small contractor development bill pages C159 to C173, this you do price. It's only indication of quantities and types of small contractor packages that the main contractor must subcontract.

We move on now to C 3.1 **Project Specifications** part A: Description of the works.

D 1001 is in the Maqongqo area.

It is a link road between P26 where it starts off with chainage zero all the way down to Camperdown on P566, which is chainage 8.4.

We are only doing the extent as detailed in the contract document between chainage 0 from P26 up to chainage 4.780.

The objectives and the delivering public infrastructure and services for this project includes the provision of temporary work, opportunities to the local community through labour



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enhanced construction methods to the maximum extent feasible in accordance with the EPWP guidelines.

The contractor shall be required to attend a PLC meeting from time to time.

The requirements of these EPWP's as well are contained in Part E of the specifications of the document.

The technical aspect of this road and the existing infrastructure is as follows.

It is 8.5 kilometers in length of a gravel standard and the terrain can be classified as rolling to mountainous.

It provides a link between P26 and 566, but we are not building all the way down to chainage 8.5 we will end at chainage 4.780 and the average width of road currently existing is 6.3 meters.

There are longitudinal Earth drains and pipe crossings along the road, and there are several private properties adjacent to the road alignment.

The new proposed infrastructure will encompass new layerworks in a form of a C4 stabilize sub base layer, 175mm Jointed Unreinforced doweled Concrete pavement (35MPA min), natural materials G7 selected layer, and 150mm G8 insitu layer.

Tenderers to take cognizance of the 35 MPA concrete pavement.

Take cognizance of Chapter 6 in terms of quota specifications in terms of the mixed design requirements.

We mentioned the word 35 MPA, but that's the minimum requirement for concrete pavements.

There's a whole mixed requirement that you need to meet in terms of what is determined through mixed designs using a minimum cement content of 320 kgs per cubic meter and net maximizing the water cement ratio of .53.

That will then determine your target concrete trend that we going to achieve, and their target strength determines what we actually approve.

As your judgment control, so just keep that in mind that we're not limited 35 MPA, but that's what we specify in terms of one of the options applicable in terms of concrete strengths and how it's being measured and paid for must throw the tenderers attention to the mixed design process for concrete pavements.

That is quite onerous it takes a good two to three months to get that process in place.

So it's important that we just keep that in mind.

As I mentioned, in terms of concrete strengths, the cross section of the road, we are going up to 2 by 3.5 meters surplus widths which will be your concrete pavement.



The concrete pavement is a JCP which is a jointed concrete pavement and we got 1.5 meters side walks, on one side of the length of the road.

Sidewalk is also inclusive as a concrete section as well.

As far as mentioned, we're trying to maximize Labor announcement on the project.

We try to achieve the goals in terms of employment, labour as well as local enterprise opportunities, so therefore the type of work we are doing is actually targeting that kind of work.

As Kevin's mentioned, we've got a sidewalk along the section of the road that we will be upgrading and the sidewalk.

So basically, to create the definitive segregation between the roadway and the sidewalk, we have slotted the separator curve, which will allow storm water to drain freely. So the sidewalk also acts as a as a drain for the road.

The alignment will also make allowances for bus bays, which incorporates a raised sidewalk and restrained by a figure 6 barrier kerb.

There are several accesses which tie into D1001, which will be upgraded to a limited extent, and the informal driveways will be regraded to accommodate this new alignment of D 1001.

From what we have assessed on site, there are some challenges in terms of, the grade line between the new proposed alignment and the driveways.

But all will be determined and graded on site.

The stormwater management proposal includes pipe crossing.

We have 400mm, 600mm and 900mm diameter pipes - class 75D.

We have 1-meter V drains as well as some bolster drains on the project.

We have some mitre shoots. We have manholes that have been proposed at appropriate areas and which have been identified and deemed suitable for those.

The typical cross section for the roads is 1.5m walkway, with 2 X 3.5m lane widths.

There is a layover schedule here, there's cross sections and would level schedules will be available on the plans for the project.

As stated previously, the pavement comprise of a JCP concrete surfacing, a C4 sub base, G7 upper selected layer and G8 in-situ. Take note that the surfacing is a jointed unreinforced doweled concrete pavement of 35 MPA minimum strength.

The document has a locality map showing the locations of the site.



with a description detailing exact directions to reach the site, as well as coordinates for site visit.

The extent of the works

Works range from establishment on site to traffic nomination facilities, survey requirements, reinstating of existing fences, mass EARTHWORKS, installation of culverts crossings and head walls construction. Construction of all pavement layers, construction of concrete surfacing of roadway and sidewalks. Installation of kerbing, protection measures, installation of guardrails and protection and relocation of existing services. Furthermore to this will be the installation of new road signage road markings and then finishing up and cleaning up the road reserve.

They'll be continuous quality control of the materials and welcome workmanship and compliance with regards to the particular specifications with regards to to environmental management and occupational health and safety during all of the above construction activities.

There will be monthly audits that will be taking place to ensure compliance.

Access to site can be obtained from the main road P26, which is commonly referred to as Cope Hill Drive.

It's about 14.5 kilometres from the beginning of Cope hill Drive to reach a kilometre zero of D 1001.

There are also some approximate quantities that we have listed there for you and specifications for the layer works that are envisioned on this road.

The materials will be sourced commercially, and the approximate quantities are:

JCP 38,000 squares.

Earthworks 35,000 squares.

The stabilized base 5000 cubes, upper layers 5000 cubes as well the concrete walkway is about 720 cubes, concrete for aligned drains is about 1300 cubes and guardrails envisioned to be about 340 meters.

Accommodation of traffic:

D1001 is a very lightly traffic Rd.

The alignment does not form part of any abnormal load route.

The current proposal for Rd surfacing is, a reinforced concrete surfacing, having longitudinal and transverse joints along the length of the road.

It's envisioned that the construction of the road will be in half width and will comprise the concrete joints and curing process.

It is deemed most suitable that a combination of detours and deviations be proposed to minimise the damage to the concrete surfacing, as well as mitigate against delays on the construction programme. This has result results in approximately 4 kilometres of detours, with about 400 meters of deviation being required between kilometre 3 and kilometre 3.5.

NWU



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The contractors attention is drawn to the possibility of the presence of livestock along D1001 within the road reserve.

Cognisant needs to be taken there and accommodation of the livestock should we encounter some along the road.

The traffic accommodation, include appropriate measures to be implemented to remove this livestock found within the road reserve.

The contractor shall be required to liaise and corporate with, and accommodate all other contractors working on the site, particularly with other contractors, working within the area simultaneously.

Existing services on the road, there's two existing services known on D1001, which are Eskom electrical poles as well as water reticulation from uMgungundlovu Local Municipality. Those are the envisioned services that will be along that road.

If other services are located, there is a provisional sum allocated to the protection and reinstating of services.

In terms of Labor, there's a **project liaison committee** that will be established and this will be a vital means of communication between all parties involved within the project. The composition of this PLC comprises of the employer, the employer agent, and formal structures within the community.

The Contractor shall make use of these communication channels.

They shall appoint from amongst his site personnel, a person responsible to participate in the affairs of the PLC and this representative will also be required to attend the monthly PLC meeting. It's mandatory that the contractor interact with the community via proactive project liaison and project participation by its leaders and organizations, as well as any other forums for the employment of its people and these activities shall constitute its essential facets of the project. Local Labour is to be used and employment of such labour is to be done in conjunction with the PLC. The PLC will form a labour committee who shall assist the contractor with the recruitment of local labour to ensure equal distribution of people employed between the various Amakhosi in the area.

Testing of materials.

The private cost sum has been allowed in the Chapter 20 of the Bill of quantities for all ACCEPTANCE control, testing, lab, and lab work to be carried out by the employer's agent using the lab facilities, which may include commercial lab facilities.

The contractor shall carry out his own cost for the required process, control, testing and this is as the COTO standards specifications.

The contractor is required to submit a detailed time program in accordance to Clause 5.6.2



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of the GCC and COTO specifications, in addition to any other restrictions accommodated by the contractor in compiling the construction program.

We have listed some constraints which shall be taken into account in the preparation of this project and that is under the specifications on the tender document.

The drawings that form part of the tender document, shall be supplied with three complete sets of 80 paper print drawings and the 80 paper prints are free of charge, the contractor and should any additional drawings be required by him, they may be additional and must be done at an extra cost.

There's a detailed list of all the drawings for this project as well as the standard drawings as per DOT, which are also listed in the contract document.

Project specifications Part B, the amendments to the standard specifications, please read the entire part B of the document in conjunction with the relevant supporting documentation and ensure that all items in the bill are priced accordingly.

Meetings will be held on site and attendance by site agents is compulsory, there will be monthly progress meetings, monthly technical meetings, and monthly PLC meetings.

There will also be a project management team meeting, which takes place from time to time.

In terms of product specifications, the COTO specifications October 2020, new standard specification will be implemented on the project.

Items are listed as chapters rather than the old series being sections.

We've tried to limit any amendments to the specifications as much as we can, and we emphasise the importance of quality control.

I also want to stress the importance of mixed designs.

You have stabilization designs that need to be submitted for your stabilized layers which is your subbase.

And as I mentioned before, your mixed design for your concrete, please keep that in mind in terms of the timelines required for concrete pavements and the mixed design requirements associated with it.

Keep that in mind in terms of your timelines and the costs associated with it from whichever supplier you using for that type of work.

Further to this, in terms of the environmental specifications, we have environmental approval in the project and monthly reports will have to be done by our environmental control officer that's critical in terms of where we need to be and how we need to do and similar health and safety requirements which you're familiar with the department's



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requirements as a risk register attached as well in terms of identifying the risks and which need to be mitigated.

The timeline in terms of 36 months contract is to take cognizance that most of the work is in terms of concrete works must be done in half widths with construction joints and that you will be using labour announced methods to undertake that work.

The timeline has been considered in terms of meeting it, we are confident in that in the 36 month program that this could be achieved meeting all the targets of the client in terms of his labour announced methods and expanded public works opportunities that he wants to bring forward. It is critical that you need to consider when you're looking at pricing. Something else that's critical in terms of your tender submission, in terms of your reference letters submitted with your tenders, please keep in mind when you submitting construct completed projects, make sure that the completed project certificate is signed by all parties.

We find that a lot of completion certificates are either not signed by the employer or the consultant, and we deemed that to be incomplete and it would not be considered in terms of your valuation.

It is important that you make sure that this has been complied with when you're making your submission for your experience schedule and how you can maximize your scoring of points.

Functionality

Mr T Sambo

Due to scope of works as presented, the bidders will be evaluated for functionality as per the functionality table on T10 – T13 of the document.

Those successful from functionality will be evaluated for Price and Preference in line with specific goals.

This is a 90/10 contract, hence bidders will be evaluated on 90 for price and 10 for preference, Preference Points will be claimed as detailed on the documents on page T29

- Contracts Manager
 - Must be professionally registered with ECSA and / or SACPCMP (Pr Eng / Pr Tech Eng / Pr Techni/Pr CPM or Pr CM only)
 - Construction Experience : Years of relevant experience - calculated post qualification: 10 years and above = 5; 9 years = 4; 8 years = 3; 7 years = 2; 6 years = 1; 0-5 years = 0
- Construction Manager (Senior Site Agent)
 - Minimum LIC NQF 5 "Manage Labour-Intensive Construction Processes" or equivalent Quality Council for Trades and Occupations (QCTO) qualifications at NQF level 5 or 7.

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- Years of relevant experience: 13 years and above = 5; 11-12 years = 4; 9-10 years = 3; 7-8 years = 2; 5-6 years = 1; 0-4 years = 0
- Foreman / Supervisor (weight = 15):
 - Minimum LIC NQF level 4 “National Certificate: Supervision of Civil Engineering Construction Processes
 - Years of relevant experience: 5 years and above = 5; 4 years = 4; 3 years = 3; 2 years = 2; 1 years = 1; 0 years = 0
 -
- Tenderers Relevant Experience: (Construction) Previous Similar Projects.
 - The evaluation will consider the nature of the reference projects, scope of services provided, and Employer/Client completion certificate.
 - (Appointment letters and Final Approval Certificates/ Completion Certificates to be provided with contact details of references.
 - (Appointment letters and Final Approval Certificates/ Completion Certificates for projects completed older than 15 years will not be considered as proof of experience)
 - List number of completed Structures projects
 - CONSTRUCTION EXPERIENCE (weight = 40):
 - Appointment Letters and Final Approval Certificates/ Completion Certificates for 5 projects and above = 5
 - Appointment Letters and Final Approval Certificates/ Completion Certificates for 4 projects and above = 4
 - Appointment Letters and Final Approval Certificates/ Completion Certificates for 3 projects = 3
 - Appointment Letters and Final Approval Certificates/ Completion Certificates for 2 projects = 2
 - Appointment Letters and Final Approval Certificates/ Completion Certificates for 1 project = 1

Appointment Letters and Final Approval Certificates/ Completion Certificates for 0 projects = disqualification

4. Completion of the attendance register
To be done electronically.

5. Q & A

Phakamani Chabane:

Q1 – On the chat box colleagues were requesting for an Excel BOQ

A1 – Yes the excel BOQ will be shared



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Junai Kathrada:

Q2: What would be the labour rates that we will used on the project?

A2: The labor rates that will be applicable on the project is the latest Gazetted Labor Rates for Civil Engineering Industry

M Sadiki:

Q3: How do we receive tendering documents?

A3: Tender documents were advertised on the website

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Closure:	Chair closed the meeting at 12:52
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Approval by officials who attended the meeting

The minutes are a true reflection of the deliberations held.			
Name	Designation	Signature	Date
Mr N Ludidi	SCM		15/09/2023
Mr T Sambo	TIDS		

2023