



KWAZULU-NATAL PROVINCE

TRANSPORT
REPUBLIC OF SOUTH AFRICA

Q

DIRECTORATE:

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SCM

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MINUTES OF MEETING: BRIEFING SESSION

Minutes of meeting for Tender no: ZNB01127/00000/00/HOD/INF/21/T: REHABILITATION OF PROVINCIAL ROAD P47-3 (KM 38.00 TO KM 48.00) IN THE EMPANGENI REGION

Date: 16 FEBRUARY 2023

Time: 10:00

Venue: Virtual briefing on Microsoft teams

Procedural matter	Person
Opening and welcome:	Mrs. S Mbelu
Opened and introduction of members present: Mr N Mfeka Mr I Kajee	Mrs. S Mbelu
Bidding process	Mrs. S Mbelu
<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 10:00 and was non-compulsory.3. Administrative queries must be directed to Mr K Zulu.4. All technical questions must be addressed to Mr I Kajee5. There are three (3) stages of Evaluation:<ol style="list-style-type: none">a) 1st Administrative Complianceb) 2nd Functionalityc) 3rd Price6. To be eligible to bid for this Tender you need to be:<ol style="list-style-type: none">a) Registered and Active on CSDb) Tax Compliantc) Registered and Active on CIDBd) Be a CIDB grading of 8CE or abovee) to comply with the Functionality Criteria7. Only locally produced or locally manufactured goods that meet the stipulated minimum threshold for local production and content will be considered.	



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8. Due to COVID Risks briefings are held virtually, but bidders are encouraged to visit site locality map and coordinates are on page T6
9. Tender data will have precedence in the interpretation of any ambiguity or inconsistency between the tender data and the standard conditions of tender.
10. Tender Closes 22 March 2023 at 11:00 no late entries will be considered.
11. Validity period is 24 weeks from date of closing of tender – 11:00 22 March 2023
12. 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 22 March 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 24 weeks from date of closing, therefore calculated from 11:00 22 March 2023.

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

Functionality	Mr I Kajee
<ul style="list-style-type: none">• <u>Contracts Manager</u><ul style="list-style-type: none">○ Must be professionally registered with ECSA and / or SACPCMP (Pr Eng / Pr Tech Eng / Pr Techni/Pr CPM or Pr CM only)○ <u>Construction Experience</u> : 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• <u>Construction Manager (Senior Site Agent)</u><ul style="list-style-type: none">○ 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

Functionality and Work Scope

Mr I Kajee

REHABILITATION OF PROVINCIAL ROAD P47-3 (KM 38.00 TO KM 48.00) IN THE EMPANGENI REGION

- Functionality is specified from Page T11 to T13, contractor to ensure all supporting documentation is included to obtain maximum points.
- Contract Section of the document commences on page C1.
- Page C3 is the form of offer, the tenderer should ensure that the amount written in words matches the amount writing numerically.
- Page C4 to page C6 is required only to be completed by the awarded tenderer.
- As noted on C7 the contract is based on GCC 2015 issued by the South African Institution of Civil Engineering.
- C1.2 on Page C7 – C9 stipulates the contract data for this contract.



- C1.2.2 is the DATA PROVIDED BY THE EMPLOYER on C10 to C14, tenders to ensure that all information is read and understood. Contact details for the employer and employers agent is provided.
- On Page C14, the Small Contractor Development target area is noted, and the required percentage is 30%
- Page C16 to C23 is required to be completed on award of works.
- The pricing Data and BOQ is provided on Page C24 to C49. Tenders are to ensure that all provisional sums are carried forward correctly and the final figure is transferred to the Form of Offer on Page C3.
 - Tenders has requested an electronic copy of the BOQ which is available on requested from the employers agent.
- Part C3 on page C50 illustrates the scope of works and project specifications.
- Specifications for EXPANDED PUBLIC WORKS PROGRAMME is included from page C102 to Page C137.
- This is following by PART G: SMALL CONTRACTOR DEVELOPMENT on page C137, the following was noted:
 - Page C145 indicated the number of sub-contractors and breakdown of works.
 - Page C157 Included the Bill of Quantities to be used as a guide for scope of works for sub-contractors. This BoQ is not to be completed by the tenderer.
- Annexure A on page C184 provides guidelines for Covid19 Regulations.
- Contrary to what was advised in the meeting, there won't be any addendum provided regarding the functionality.

Additional Notes

- Please be aware that an addendum will be issued

Completion of the attendance register	To be done electronically.
Q & A	
<p>Q. David</p> <p>1. Will we be able to get the BOQ in Excel format</p> <p>A. Ismail Kajee</p> <p>1. Yes, you can</p>	



Q. Aryan Jokhoo

1. Are there any borrow pits identified in the area?

A. Ismail Kajee

1. The borrow pits will need to be investigated on site with the counsellors, but as far as I know, there are no borrow pits. That's why we allowed for commercial sources.

A. Henk

1. On the borrow pit side. Contractors need to ensure those borrow pits are fully licensed for mining before the use of borrow pits

Q. Makheleni Construction

1. Can we print the document in black and white?

A. Ismail

1. Black and white printing is allowed by SCM

Q. Mishi Naidoo

1. Please give clarity on page T38

A. Sithembile Mbelu

1. Yes, you fill it in before you submit your document is completed. All the SD, 6.2 and annexures are from T36, T37 and T38. You complete them before you submit your document. So, they must be completed by at the time of submitting your document.

Q. Sharajani

1. Can performance guarantee be provided once rewarded?

A. Ismail

1. If you have a question here relating to performance guarantee, refer to C 1.3 which advises regarding the performance guarantee?



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A. Henk

2. The document stated that the performance guarantee is within 14 days after awarding of the contract before commencing. It's not to be with the tender document.

Q. Zidlaphi Kgomo & Associates

1. Kindly email us the BOQ

A. Ismail Kajee

1. Please email for excel BOQ

Closure:

Chair closed the meeting at 10:49

Approval by officials who attended the meeting

The minutes are a true reflection of the deliberations held.

Name	Designation	Signature	Date
Mrs. S Mbelu	SCM		22/02/23
Mr N Mfeka	TIDS		22/02/2023
Mr I Kajee	Department Agent: Rupee Consulting		22/02/2023