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SCM

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**MINUTES OF MEETING: BRIEFING SESSION**

Minutes of meeting for Tender no: ZNB 1261/00000/00/HOD/INF/22/T: THE RESEAL OF ROAD P601-2 FROM KM 29.750 TO KM 39.750 IN THE HARRY GWALA DISTRICT UNDER PIETERMARITZBURG REGION

Date: 03 FEBRUARY 2023

Time: 12:00 PM

Venue: Virtual briefing on Microsoft teams

Procedural matter	Person
Opening and welcome:	Mrs. S Mbelu
Opened and introduction of members present: Mrs. T Dlamini Mr. E King	Mrs. S Mbelu
Bidding process	Mrs. S Mbelu
<ol style="list-style-type: none"> <li>1. The session is being recorded for minutes purposes.</li> <li>2. The advert did state that the meeting will start at 12:00 and was non-compulsory.</li> <li>3. Administrative queries must be directed to Mrs. T Dlamini</li> <li>4. All technical questions must be addressed to Mr. E King</li> <li>5. There are three (3) stages of Evaluation:               <ol style="list-style-type: none"> <li>a) 1<sup>st</sup> Administrative Compliance</li> <li>b) 2<sup>nd</sup> Functionality</li> <li>c) 3<sup>rd</sup> Price</li> </ol> </li> <li>6. To be eligible to bid for this Tender you need to be:               <ol style="list-style-type: none"> <li>a) Registered and Active on CSD</li> <li>b) Tax Compliant</li> <li>c) Registered and Active on CIDB</li> <li>d) Be a CIDB grading of 7CE or above</li> <li>e) to comply with the Functionality Criteria</li> </ol> </li> <li>7. Only locally produced or locally manufactured goods that meet the stipulated minimum threshold for local production and content will be considered.</li> </ol>	



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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 T7
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 03 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 03 March 2023
12. Bidders are advised to obtain their own copies of the relevant acts, regulations and standards referred to in this document.

### 1<sup>st</sup> 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 7CE 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 T7 of document.

This Tender closes on 03 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 03 March 2023 .

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

Functionality	Mr. E King
<ul style="list-style-type: none"><li>• <u>Contracts Manager</u><ul style="list-style-type: none"><li>○ Must be professionally registered with ECSA and / or SACPCMP (Pr Eng / Pr Tech Eng / Pr Techni/Pr CPM or Pr CM only)</li><li>○ <u>Construction Experience</u> : <u>Years of relevant experience - calculated post qualification:</u> 10 years and above = 5; 9 years = 4; 8 years = 3; 7 years = 2; 6 years = 1; 0-5 years = 0</li></ul></li><li>• <u>Construction Manager (Senior Site Agent)</u><ul style="list-style-type: none"><li>○ 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.</li></ul></li></ul>	



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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

Work Scope	Mr. E King
<ul style="list-style-type: none"><li>● THE RESEAL OF ROAD P601-2 FROM KM 29.750 TO KM 39.750 IN THE HARRY GWALA DISTRICT UNDER PIETERMARITZBURG REGION</li><li>● The project comprises mainly the surface treatment, using a double seal, 10 millimeters plus 20 millimeters between 29KM to 39 KM's</li><li>● Sealing of cracks, minor surface cracks, minor patch work before treatment, small work will be done on concrete drains.</li><li>● Curbing and channeling of some guardrails</li></ul>	



Construction Material:

- Commercial materials to be specified, so the contractor will have to identify their own source of material.
- The tender price will include procurement and supply of material to the site.
- There is no stockpiling which is provided in the bill of quantities.

Accommodation of Traffic:

- The contractor will be required to accommodate the traffic in half widths.
- Traffic accommodation is provided for in the Bill of Quantities as well as under Chapter 1.5

Testing of Materials:

- A prime cost sum has been allocated in Chapter 20 of the BOQ, for any test that would be required by the employer's agent during the implementation of the works.

Extension of Time for delay due to rain:

- The contract will be using method number 2 of the standard quarter.
- Critical path method with consequential rain delays

Contract participation goals on the project:

- The tenderer will be expected to subcontract at least 30% of the total value of the works to emerging subcontractors.
- The works of the subcontractors have already been allocated in the document, which will not be priced by the main contractor. A provisional sum has been allocated in the contractors main BOQ for the smaller contractors.
- Expanded public works program, the contractor will be required to implement an EPWP, by using label enhanced technologies to create job opportunities for the local laborer's. The contractor will be expected to spend at least 6% of the total contract value towards the local labor in the area





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Completion of the attendance register

To be done electronically.

### Q & A

Q. Aryan Jokhoo

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

A. Mr E King

1. There are no borrow pits which have been identified. The contract will be specifically reliant on commercial material

Closure:

Chair closed the meeting at 12:39

### 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		09/02/23
Mrs T Dlamini	TIDS		10/02/23