



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: ZNB02197/00000/00/HOD/INF/23/T  
ESTABLISHMENT OF A PANEL OF CONTRACTORS FOR THE CONSTRUCTION OF NEW  
INFRASTRUCTURE, UPGRADES AND ROAD STRUCTURES ON VARIOUS ROADS, FOR A PERIOD  
OF 36 MONTHS

Date: 25 March 2024

Time: 10:00

Venue: Virtual Briefing on Microsoft Teams

<b>Procedural matter</b>	<b>Person</b>
Opening and welcome:  Ms. N Manukuza welcomed all present at the meeting and introduced the Project Managers and Service Provider.	Ms. N Manukuza
Members present: Mr. N Zondo Ms. S Mkhize	
<b>Bidding process</b>	<b>Ms. N Manukuza</b>
The meeting was held to discuss the scope of works, tender rules, conditions of contract and give tenderers the opportunity to put forward questions relating to the scope of works and tender documentation for the above-mentioned contract.  1) The session is being recorded for minutes purposes. 2) The advert stated that the meeting will start at 10:00 and is non-compulsory. 3) All administrative queries must be directed to Mr. Sandile Gwambe 4) All technical questions must be addressed to Mr. Nqobile Zondo 5) This document is based on three (3) stages of Evaluation: 1 <sup>st</sup> Administrative Compliance 2 <sup>nd</sup> Functionality 3 <sup>rd</sup> Price	



**1<sup>st</sup> Stage: Administrative Compliance:**

- (a) Bidders must be registered and Active on CSD
- (b) 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.
- (c) Tender Closes on the 16<sup>th</sup> April 2024 at 11:00, no late entries will be considered.
- (d) Validity period is 12 weeks from date of closing of this tender.
- (e) Bidders are advised to obtain their own copies of the relevant acts, regulations and standards referred to in this document.
- (f) Tender data will have precedence in the interpretation of any ambiguity or inconsistency between the tender data and the standard conditions of tender.
- (g) Only Original documents filled in ink deposited in the Tender Box will be accepted.
- (h) The tender box is situated at the Department of Transport Head Office, Inkosi Mhlabunzima Maphumulo House, 172 Burger Street, Pietermaritzburg.
- (i) Submissions must be clearly sealed and clearly identified by tender number, description and closing date.
- (j) Declare any other Companies in which Directors may have an interest in.
- (k) Bidders to ensure that all returnable documents are fully completed, signed and submitted.

- Due to COVID Risks briefings are held virtually

**2<sup>nd</sup> Stage: Functionality**

- 1 Discussed by the Project Manager or Service Provider as per the tender document, refer to Page T11-T12

**3<sup>rd</sup> Stage: Price and Preference Points**

- 1 Not applicable at this stage



**Scope of Works**

**Mr. Ngobile Zondo**

- The scope for this project is defined as follows:

The Province of KwaZulu-Natal, Department of Transport, invites tenders from contractors, experienced in roadworks and structures, for the establishment of a panel for the construction of new infrastructure, upgrades and road structures on various roads. The panel will be available for a duration of 36 months

- Completion of the attendance register to be done electronically

❖ **QUESTIONS AND ANSWERS**

- Q1- Please clarify page T37, should we only select 3 Districts?
- A1- Yes bidders must select 3 Districts. First one is the most preferred District and number 3 is the least preferred
- Q2- On Returnable Schedules, Is there an updated version of this document? The numbers are not aligning.
- A2- The contents page does not correspond to the numbers. An addendum will be uploaded to rectify this.
- Q3- The addendum to align pages, will the bidders be disqualified? Will the minutes be uploaded?
- A3- The contents page numbering will be aligned and corrected. Minutes will be uploaded on the DOT website.
- Q4- If you are Grade 3 CE, do you qualify to tender?
- A4- No, only Grade 4 CE and above qualify, not less.
- Q5- On Page T11, Complexity of the project, which box should we tick?
- A5- Bidders are not required to tick this section. The document states that it is for both complex and specialized works.
- Q6- On Page T29, H2, must we provide resources for H2 even though we are Grade 4CE





- A6- Yes, it is a requirement as this project is for complex and specialized works.
  - Q7- Should we provide the resources now when submitting the documents or this will be required at a later stage?
  - A7- Yes, you must submit the required resources with your document.
  - Q8- On the 30% component of SME's, do we need to submit at this stage? How does this affect you if you do or don't submit?
  - A8- Part G, procurement of targeted enterprise, the issue of CPG will be discussed when the contractor is appointed.
  - Q9- Page T38, Panel Category roles, do we submit them separately?
  - A9- Page T38. You can select both Categories or one. Provide experience aligning to those categories. For example, Road Upgrade Projects provide road upgrade-related projects experience and resources. Structures or major Culverts provide separate experience and resources related to bridges. Your Bid will be evaluated on each Category.
  - Q10- Key Personnel and Contracts Manager, professional registration ECSA and or SACPCMP, do we need to submit both or 1 will work?
  - A10- Either 1 is accepted
  - Q11- Road Upgrade Project Experience, does this include construction of new roads?
  - A11- This must be Road Upgrades where the bidder has done work from gravel road to blacktop road standard.
  - Q12- Page C11, Liability Insurance, what kind of insurance are we referring to?
  - A12- Liability Insurance is not applicable at this stage.
- Additional Information**
- On Page T12, add to Functionality, structures, bridges and major culverts
  - Error on Page 1, the closing date should be 16 April 2024



## KWAZULU-NATAL PROVINCE

TRANSPORT  
REPUBLIC OF SOUTH AFRICA

An addendum will be issued

Closure:

The meeting was closed at 10:59

### Approval by officials who attended the meeting

The minutes are a true reflection of the deliberations held.			
Name	Designation	Signature	Date
Ms. N Manukuza	SCM		10/04/24
Mr. N Zondo	TIDS	<small>Signed by Nqobile Sibongiseni Zondo Signed at 2024-04-08 13:07:21 +02:00 Reason/Witnessing Nqobile Sibongiseni</small> 	08/04/24