

MINUTES OF SITE MEETING HELD AT CC METRO BOARDROOM ON 23 JULY 2024 AT 10H00

1. ATTENDANCE REGISTER

Attendance registers were circulated amongst all contractors who were present by SCM staff from Cost Centre Metro and Regional Office at 08:30, under the restriction rule that only one representative for each company is allowed to sign attendance register. Three hundred and nineteen company representatives attended site meeting.

2. OPENING & WELCOME

The meeting was officially opened at 10H00 by Ms Sindile Zibane. She introduced herself, SCM staff and Technical staff and welcomed everyone present.

3. DISCUSSION POINTS

The following bid was advertised under Cost Centre eThekweni Metro within the Durban Region: CONTRACT NO. ZNB02421/00000/00/MET/NF/24/T: BETTERMENT & REGRAVELLING ON LOCAL ROAD L3560 FROM KM 2.19 TO KM 8.56 IN THE ETHEKWINI METRO UNDER DURBAN REGION, CIDB GRADE 4CE OR HIGHER

Ms Sindile Zibane informed contractors that closing date for the bid is 20 August 2024 at no.4 Aubrey Road, West Mead. She advised them to read and understand terms and conditions of the document such as the permitted colour of ink to be used which is eligible black ink, no tippex and also focused on the attachments. She then went through the bid document in respect of SCM and advised contractors to read through the following:

- T3 – is the Document Checklist to assist Tenderers
- T4 – Details of the Bid Appeals Tribunal – she informed contractors that appeals should be lodged within five working days from the date of publication of bid results
- T7 to T13 – Tender Data – Each Tenderer must familiarise oneself with the content of this section, and in particular from – C2.1 onwards
- T14 – Returnable Schedules
- T18 – Standard Bidding Document – SBD 1 – Part A and T20, Part B – Terms and Conditions
- T21 – SBD 4 – Bidder's Disclosure – tenderers to declare conflict of interests
- T26 – SBD 6.1 – Preference Points – tenderers to fill this part of the document
- T27 – Specific Goals page must be read in conjunction with T47
- T30 – B-BBEE EXEMPTED AFFIDAVIT FOR EXEMPTED MICRO ENTERPRISES – CIDB Document for Construction – tenderers were advised to fill and return this form with Commissioner of Oath's signature
- T42 to T43 – BIDDERS HEALTH AND SAFETY DECLARATION – tenderers were advised to read instruction carefully while filling this part of the document.

After finishing her part, Sindile Zibane handed over the meeting to Ms H. Mtolo to give contractors clarity on T41 – TENDERER'S DECLARATION WITH RESPECT TO PARTICIPATION IN JOB CREATION USING LOCAL LABOUR.

Ms Mtolo thoroughly explained this part, she asked them to pay attention on the local labour percentage that it must not be lower than the Departmental one and that the duration is three months which is 66 days and also advised them of the current labour rate which is R47.89.

4. ADDENDUM

Mr Sifundo Shangase informed contractors that there will be an addendum that will be issued regarding the correction of an error occurred on page T25 – GENERAL CONDITION – Instead of 80/20, 90/10 was indicated.

5. QUESTIONS

No questions were asked. The meeting was adjourned at 10:25 am

6. SIGNING OF SBD3/ SITE INSPECTION CERTIFICATE

Site inspection certificates/ SBD 3 for all contractors who were present was signed by Ms Nonduzo Yen, Ms Celliwe Khanyi, Ms Lungi Mbeje, Mrs Nomvuyo Sithole, Mr Sifundo Shangase, Mr Thando Phakathi and Mr Thembe Zondi with the assistance of SCM staff.

End of the report.

Author: Ms H.B. Mtolo

Confirmed by:

SCM

Ms S. Zibane – SAO



Signature:

Date: 29/07/24

Technical

Mr S. T.F. Zondi – CEIT

Signature:

Date: 23/07/2024