



MOBENI 2 RESERVOIR: THE REINSTATEMENT OF THE COLLAPSED RESERVOIR, UPGRADES TO THE EXISTING RESERVOIR COMPLEX, EMBANKMENTS AND ASSOCIATED WORKS: WARD 64

CONTRACT No. 32547-5W

TENDER BRIEFING MEETING

Venue	EWS Reflections Boardroom	Date	15 October 2022	Time	10h00
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ITEM	DESCRIPTION	ACTION																																	
1	WELCOME AND PURPOSE OF MEETING																																		
1.1	LB welcomed all present.																																		
2	INTRODUCTIONS																																		
2.1	Leisel Bowes began the meeting and commenced with the introductions were as per the table below: <table border="1"> <thead> <tr> <th>Name</th><th>Role</th><th>Organisation</th></tr> </thead> <tbody> <tr> <td>Leisel Bowes</td><td>Municipal Project Manager</td><td>eThekwini</td></tr> <tr> <td>Nischal Nandlal</td><td>Municipal Manager</td><td>eThekwini</td></tr> <tr> <td>Kreesan Thevar</td><td>Project Manager</td><td>Naidu Consulting</td></tr> <tr> <td>Treven Moodley</td><td>Design Specialist</td><td>Naidu Consulting</td></tr> <tr> <td>Neelesh Hira</td><td>Construction Manager</td><td>Naidu Consulting</td></tr> <tr> <td>Paul Lewis</td><td>Insurance Consultant</td><td>HW Brokers</td></tr> <tr> <td>Lawrence Ngubane</td><td>ISD Consultant</td><td>Khanyisa Projects</td></tr> <tr> <td>Paresh Narsai</td><td>OHS Consultant</td><td>Praxos 373</td></tr> <tr> <td>JP Erasmus</td><td>OHS Consultant</td><td>Praxos 373</td></tr> <tr> <td>Dick Govender</td><td>Electrical/Telemetry Consultant</td><td>DGI Consulting</td></tr> </tbody> </table> LB provided a brief history and purpose of the project. She also noted to all present that during the site visit, attendees are to park outside the reservoir complex as it is a functioning reservoir site. She thereafter handed over to KT	Name	Role	Organisation	Leisel Bowes	Municipal Project Manager	eThekwini	Nischal Nandlal	Municipal Manager	eThekwini	Kreesan Thevar	Project Manager	Naidu Consulting	Treven Moodley	Design Specialist	Naidu Consulting	Neelesh Hira	Construction Manager	Naidu Consulting	Paul Lewis	Insurance Consultant	HW Brokers	Lawrence Ngubane	ISD Consultant	Khanyisa Projects	Paresh Narsai	OHS Consultant	Praxos 373	JP Erasmus	OHS Consultant	Praxos 373	Dick Govender	Electrical/Telemetry Consultant	DGI Consulting	
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3	ATTENDANCE REGISTER																																		
3.1	The attendance register was circulated at the start of the meeting for all present to populate.																																		
4.	AGENDA																																		
4.1	KT presented the agenda for the meeting and noted that following the meeting, a site visit will be conducted, which is also mandatory.																																		
5	CONDUCT DURING MEETING																																		
5.1	KT noted the following points: • Questions will be taken at the end of each section and formally responded to in the meeting minutes; • It is mandatory to sign the attendance register; • Signing of attendance certificates will be done at the conclusion of the site visit; • Th attendance register and attendance certificate will be cross referenced at evaluation to ensure attendance to both. • A person may only represent one entity. Neelesh Hira (NH) also added that all present should respectfully have their phones on silent or otherwise off altogether.																																		
6	TENDERING PROCEEDURES																																		
6.1	Tender Data																																		

	KT detailed information regarding the following points: • CIDB as grade required. • Evaluation procedures. • Preference points system. • Where to obtain documents and addenda. • Details to be included on hard copy tender submissions. • Closing date and time for tender submissions. • Completion of submission on the JDE system. • Tender offer validity. • Tenderer's experience required. • Experience of key personnel required. • Returnable schedule. LB noted that there will be a special tender box for this project, and tenderers are to be mindful of that.	
6.2	Returnable Schedule KT highlighted the list of returnable documents on page 28 of the tender documents.	
6.3	Queries 1. Attendee queried whether submissions for the tender could be made separately for the document and returnables. LB agreed that this is acceptable, and tenderers are to ensure that if they do so, the returnables are properly labelled. NN further added that tenderers are to be aware that there are other tenders closing on the same date, being the 7th of October 2025, and tenderers are to ensure they submit their bids into the correct box. 2. Attendee queried whether the electronic bid submissions are to be done on the SSS system. LB corrected that it is to be submitted on the JDE system and tenderers need to first register on this system. She added that being a new system, should tenderers require any assistance or clarification they may contact her for this. 3. Attendee queried whether they will be disqualified for not submitting on the JDE system. LB stated that they will only be disqualified if they do not submit the hard copy, however all should attempt to submit on the JDE system.	
7	CONTRACT DATA	
7.1	Data to be Provided by The Employer KT detailed information regarding the following points: • Defects liability period. • Time for achieving practical completion. • Non-working and special non-working days. • Time to submit documentation. • Pricing strategy. • Penalty for delay in completion of works. • Latent defects period. • Performance guarantee. • Percentage allowance to cover overheads for dayworks. • Percentage advance on material not built into payment works. • Percentage and limit of retention. • Value of material supplied by employer included in insurance. • Dispute resolution. • Restrictions.	

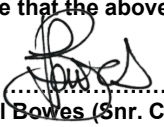
	PL ran through the insurance requirements for the project, including the following points: • Amount to cover professional fees • SASRIA coupon policy • Liability insurance • Ground support insurance PL then stated that, with the permission of the client, should there be any further queries for him tenderers are welcome to contact him directly for clarification. LB agreed to this. PL further advised attendees that the entire insurance section of the contract data, being pages 71 and 72, be submitted to insurers to ensure that all requirements for the cover are met. LB then stated that all responses to queries will be uploaded by the 30th of October 2025.	
7.2	Additional Conditions of Contract Employment of Local Labour: KT presented the requirements for local labour as specified in eThekweni Council Policy “The use of CLOs and Local Labour”. He further stated that a minimum of 50% of the labour force is to be made up of local labour and no additional costs will be entertained due to this requirement. LB corrected that signed confirmation from EPW will be required to prove authenticity for use of local labour. Contract Participation Goal (CPG): KT presented that it is a requirement that a minimum of 30% of the contract value be subcontracted to contractors who are >51% black owned. The penalty for not achieving this is 0.5% of the contract value for every 1 percent CPG not achieved. LN further stated that per standard procedure there will be a structure made of representative from the community, being the Project Steering Committee. He stated that this committee is of two sub-committees, being the Business Desk and Labour Desk, and that their responsibilities are related to employment of CPG contractors and local labour respectively. Excepted Risks: KT presented that per clause 8.3 of GCC 2015, liability for standing time costs as a result of the expected risks per this clause, does not rest with the employer. However, the employer shall reimburse in this regard where instruction is given to de-establish and re-establish.	
8	SCOPE OF WORK	
8.1	KT presented a summary of the scope of the main component of works as follows: • Establishment of Contractor’s campsite; • Proving and protection of existing services; • Temporary support and shoring; • Demolition of existing structures and transport off site; • Survey existing pylon and adjacent embankment; • Install mechanically stabilised gabion wall and soil nailing; • Earthworks and platforming; • Top-soiling and grassing to approaches and footpath verges; • Survey for main pile and test pile positions; • Install and load test of test pile; • Working pile installation; • Construction of main structure; • Water tightness testing; • Earthworks and excavations; • Install new steel pipelines • Testing on existing lines that will remain active; • Construction of new chambers and associated valves, meters, etc.; • Decommission and bury old lines, valves and chambers; • Install new lighting and power supply connection;	

	• Install new telemetry equipment, meters and sensors; • Testing and commissioning of new equipment and signal strength; • Install new cathodic protection system; • Tie-ins for inlets/outlets on res 1 and 2; • Commissioning of reservoir 2; • Cleaning and survey of res 1; • Compliance with Occupational Health and Safety Regulations and the Environmental Management Plan throughout the construction period; and • De-establishment after all construction activities. LB stressed the importance of noting that all access and works conducted are to be from only within Ethekwini's property and must not infringe on the adjacent property in any way.	
9.	PROJECT SPECIFICATION	
9.1	Amendments to Standard Specifications KT presented the following specification that the contractor needs to pay special attention to when pricing: • PSA 8. 3 & PSA 8.4 - Fixed and time related items • PSC 5.8 - Demolition of structures • PSG – Concrete LB stated that the concrete specification is very stringent, and tenderers are to read through all the requirement thoroughly when pricing. NH drew the requirements of mix designs and temperature of concrete stating that concrete will be turned away should it not conform. LB then drew further attention to the dispatch to discharge time requirement for concrete. NH drew attention to the data sheets for equipment required and stressed to tenderers that all specifications must conform to the requirements should they recommend an alternate product, ensuring that the relevant data sheets are provided together with a side by side comparison to the originally proposed product, and that tenderers will be held to this if successful.	
10	PARTICULAR SPECIFICATION	
10.1	KT presented the following particular specifications that must be paid special attention when pricing and completing bid submissions: PSOH - Occupational health and safety specifications: PN further added that the specification contains all the details required and must be consulted thoroughly when pricing. He further stated that should there be any queries, these should be directed to the employers representative and will be clarified accordingly. PSEL - Electrical specifications KT highlighted the fact that all equipment must conform to EWS specifications, as well as technical specifications highlighted in this particular specification, and that all returnables including all data sheets of instruments etc. must be completed and submitted together with the bid. KT then presented a summary of the electrical and instrumentation scope of works as follows: • Disconnect and remove ex electrics and instrumentation • New power supply from Depot Complex (Add CB in DB in Kitchen) • DB in Telemetry Room • Power cable from Kitchen DB to Telemetry Room DB • New lighting and power points in Telemetry Room • Power to telemetry panel • Telemetry equipment with battery and battery charger • Lightning protection and earthing to both existing reservoirs and telemetry room • Pole lights with 176W LED streetlights (10m scissor type poles on concrete bases) • Level transmitters in both reservoirs (level monitoring / control of inlet control valves)	

	• Assist with installation and integration of flow meters and cabling (Flow meter by civil contractor) • Integration and cabling for flow control valves (control valves by civil contractor) • All cabling to light poles etc including trenching and backfilling • All instrumentation cabling to sensors etc including trenching and backfilling • Integration of signals to SCADA in EWS Control Room in Pinetown • Training in telemetry and instrumentation installation • Testing and commissioning • O & M manuals	
11	POINTS OF CLARIFICATION	
11.1	LB clarified that responses to all queries will be done formally by no later than the 30th of October 2025.10.22 Queries 1. Attendee queried regarding the size of the camp site and equipment storage. LB stated that it is best that the contractor takes cognisance of this during the mandatory site visit. 2. Attendee queried whether queries can be submitted until the 30th of October 2025. LB corrected that the last for queries to be submitted is before this, the specific date and time for this is on the front page of the tender document.	
16	CLOSURE	
16.1	KT thanked all present, closed the meeting at 11h00, and requested that all present ensure they have populated the attendance register and to proceed to the Mobeni Depo site. LB further stated that the site meeting will commence at 12h00.	

SIGNING OF DOCUMENTS

I hereby declare that the above minutes are an accurate reflection of the briefing meeting held on the 6 November 2025.

Signed: 
Leisel Bowes (Snr. Civil Eng. Technologist)

Date: 23 October 2025

These minute form part of the Contract Document and is to be signed, dated, and returned with the Tender Document.

Tenderers Signature : _____

Name of Tenderer : _____

Date : _____