

**MINUTES OF MEETING: BRIEFING SESSION**

Minutes of meeting for Tender no: ZNB00874/00000/00/HOD/INF/20/T – THE CONSTRUCTION OF A NEW BRIDGE (No. 3722) AND APPROACHES OVER THE IBISI RIVER AT KM 3.30 ON ROAD L2214 IN THE PIETERMARITZBURG REGION

Date: 17 October 2022

Time: 12:00

Venue: Virtual briefing on Microsoft teams

Procedural matter	Person
Opening and welcome:	Mrs. M Dewar
Opened and introduction of members present: Mr B. Myeza Mr S Kunene	Mrs. M Dewar
Bidding process	Mrs. M Dewar
<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 compulsory.</li><li>3. Administrative queries must be directed to Mr Thulani Sambo.</li><li>4. All technical questions must be addressed to Mr S. Kunene</li><li>5. Deadline for Queries is 16:00 24 October 2022.</li><li>6. 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>7. 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 8CE or above</li><li>e) to comply with the Functionality Criteria</li></ol></li><li>8. Only locally produced or locally manufactured goods that meet the stipulated minimum threshold for local production and content will be considered.</li><li>9. Due to COVID Risks briefings are held virtually, but bidders are encouraged to visit site locality map and coordinates are on page T7</li></ol>	



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10. Tender data will have precedence in the interpretation of any ambiguity or inconsistency between the tender data and the standard conditions of tender.
11. Tender Closes 31 October 2022 at 11:00 no late entries will be considered.
12. Validity period is 24 weeks from date of closing of tender – 11:00 31 October 2022.
13. 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 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 T7 of document.

This Tender closes on 31 October 2022 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 31 October 2022.

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

### Functionality

Mr T Sambo

- Contracts Manager
  - Must be professionally registered with ECSA and / or SACPCMP (Pr Eng / Pr Tech Eng / Pr Techni/Pr CPM or Pr CM only)
  - Construction Experience : 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
- Construction Manager (Senior Site Agent)
  - 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.
  - 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



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- **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 S Kunene
<ul style="list-style-type: none"> <li>• Scope of Contract is complex and requires a functionality for specialist tenderer who have the skills experience and Qualifications</li> <li>• Bridge is 75m – 5 spans each span is 15m</li> <li>• There is mistake on BOQ C 13.1.1 addendum will be issued.</li> <li>• Two Approaches to bridge one from Kokstad and one from Umzimkhulu.</li> <li>• Approach from Umzimkhulu will be gravel and Approach from Kokstad will be concrete due to it being steeper.</li> <li>• Substructure 30mpa</li> <li>• BOQ for CPG C168-C174</li> <li>• Those that wish to attend a viewing of the site they can meet on site 19 October 2022 (Wednesday) at 11:30.</li> </ul>	
Completion of the attendance register	To be done electronically.
Q & A	
<b>Collen Damons</b>	
Q1 Do we price the small contractors development bill of quantities?	
<b>A1 No should contractor is separate and cannot be priced on Main document.</b>	



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### **Rani Moodley and Collen Damons:**

Q1 Will an excel BOQ and Annexures C, D & E be issued in excel format

A1 Yes the excel BOQ will be issued in excel format, but this is only for your own use to ensure accuracy but cannot be submitted as part of bid document, only bids completed in ink are acceptable.

Closure:

Chair closed the meeting at 11:56

### **Approval by officials who attended the meeting**

The minutes are a true reflection of the deliberations held.

Name	Designation	Signature	Date
Mrs. M Dewar	SCM		
Ms N Sithembu	TIDS		