

CONTRACT JW OPS 054/23  
REFURBISHMENT AND INSTALLATION OF SCREW PUMP NO.7 & 9 FOR INLET SCREW PUMP  
STATION (160KW) AT OLIFANTSVLEI WORKS FOR A PERIOD NOT EXCEEDING THREE (03)  
MONTHS  
COMPULSORY TENDER BRIEFING - MINUTES

<b><u>CONTRACT NUMBER:</u></b>	JW OPS054/23
<b><u>CONTRACT TITLE:</u></b>	<b>REFURBISHMENT AND INSTALLATION OF SCREW PUMP NO.7 &amp; 9 FOR INLET SCREW PUMP STATION (160KW) AT OLIFANTSVLEI WORKS FOR A PERIOD NOT EXCEEDING THREE (03) MONTHS</b>
<b><u>DEPARTMENT:</u></b>	OPERATIONS DEPARTMENT
<b><u>DATE OF MEETING:</u></b>	06 JUNE 2023
<b><u>TIME OF MEETING:</u></b>	11h00 to 12h00
<b><u>VENUE FOR MEETING:</u></b>	Compulsory Tender Briefing

**1. WELCOME**

Ms. **Nthabiseng More** welcomed everyone who attended the meeting and introduced JW personnel.

Ms. **Nthabiseng More** indicated that this is an open tender, and the meeting is compulsory, bidders who did not attend the meeting will not be considered for this tender.

**2. CONTACT PERSONS**

NAME & SURNAME	EMAIL ADDRESS	DEPARTMENT
Mr Lesego Motsepe	lesego.motsepe@jwater.co.za	Olifantsvlei
Ms. Nthabiseng More	<a href="mailto:nthabiseng.more@jwater.co.za">nthabiseng.more@jwater.co.za</a>	Supply Chain
Mr Motale Selesho	motale.selesho@jwater.co.za	Operations – Klipspruit Depot
Ms. Nontokozi Masilela	<a href="mailto:nontokozi.masilela@jwater.co.za">nontokozi.masilela@jwater.co.za</a>	Operations
Tshilidzi Takalani	tshilidzi.takalani@jwater.co.za	Supply Chain
Gcina Ndela	gcina.ndela@jwater.co.za	Supply Chain

**3. SUPPLY CHAIN MANAGEMENT PRESENTATION**

**Ms Nthabiseng More presented as follows:**

- Tender documents are available on the Johannesburg Water website at no cost and on etender portal.

CONTRACT JW OPS 054/23  
REFURBISHMENT AND INSTALLATION OF SCREW PUMP NO.7 & 9 FOR INLET SCREW PUMP  
STATION (160KW) AT OLIFANTSVLEI WORKS FOR A PERIOD NOT EXCEEDING THREE (03)  
MONTHS  
COMPULSORY TENDER BRIEFING - MINUTES

---

- All Bids must be submitted on the Official forms provided, not to be re-typed or online.
- Tenderers are required to submit one original hard copy plus a soft copy in a USB and both the Tender document and soft copy to be marked and sealed when submitting.
- The 80/20point scoring system will be applicable to this tender. 80 will be allocated for Price and 20 Preference Points for Specific Goals.
- Make sure that your form of offer is fully complete and signed
- The tender document must be filled in using black ink. Any mistakes must be struck-off and corrected with black ink and signed by tenderer.
- The tender Document must be downloaded in its entirety, same sequence of page number also complies with submission requirements. Do not submit loose pages.
- Tender will be valid for 90 days after closing date.
- Tenderers are advised to register on Central Supplier Database (CSD) and ensure that they are tax compliant prior submitting their tenders.
- Tenderers are requested to submit supporting documentation in a separate file as opposed to attaching them in the tender document. Supporting documents attached to the tender document makes the document very untidy and difficult to evaluate as some pages with required information are stapled together. In most cases this also contributes to some pages of the tender document being loose.
- Tenderers who wish to tender as a Consortia or JV each party must submit a separate tax pin and CSD Number.
- Tenderers when completing tender document, are advised to use the checklist on page 6 and also Administrative Checklist page 19 as a guideline, to make sure complied with required documents.
- No bids will be considered from persons in the service of the state.
- Bidders are advised to familiarise themselves with our website, to check if any updates published in regards with the tender.
- Bidders are also welcomed to email through clarity seeking questions, but please do not email them 7 days before the closing date.
- Johannesburg Water takes no responsibility for any delays in any courier, postal or logistical delays within the premises of Johannesburg Water. It is responsibility of the bidder to make sure tender is deposited in the tender box before the tender closure.

#### 4. TECHNICAL / SCOPE OF WORK

**Mr Lesego Motsepe Presented as follows:**

The main objective of the project is to refurbish and install Screw Pump No.7 & 9 at Inlet Pump Station and replacement of stolen power supply cable for the Screw Pump No.7 with associated MCC bucket components in compliant with the latest Johannesburg Water (SOC) LTD 's Particular Specification and applicable standard.

The scope of work to be performed under this contract include mechanical, electrical, structural steel and minor civil works. The works shall be executed on existing infrastructure and certain sections of the existing installation may be live during installation. The contract will be for a period not exceeding three (3) months.

Applicable drawings to assist bidders in pricing will be made available.

##### *4.1 Pricing Schedule*

- The tenderers must note that their offered rates must be firm for the duration of three (3) months.
- It was also emphasised that the tenderers are to complete the pricing schedule in full and sign the form of offer on page 82.

#### 5. EVALUATION CRITERIA

**Mr Motale Selesho Presented as follows:**

##### *5.1 Technical Evaluation (Functionality)*

- Tenderers are to comply with the requirements of the technical evaluation as stipulated and achieve a minimum score in order to be evaluated further. Tenderers are also required to submit all the required documents for criterions that requires documentation submission in order for them to be considered for the next stage evaluation.
- The tenderers will be evaluated on the years of experience with respect to repairs/refurbishment and installation of screw pumps for medium (45KW-75KW) to large (110KW to higher) size pump station. The tenderer must ensure that the submitted evidentiary document (reference letter) reflects the required experience.
- The tenderers will be evaluated on the qualification of the required key personnel who will be assigned to execute the works required. The tenderer

must ensure that they submit the relevant specified trade test (Artisan fitter/ Mill writer) In order to score points on this criterion

- The tenderers will be evaluated on the experience of the key personnel with respect to repairs/refurbishment and installation of screw pumps for medium (45KW-75KW) to large (110KW to higher) size pump station. The tenderer must ensure that they submit CV or use the template provided in the tender document on page 67 for their key personnel.

## *5.2 Special Conditions*

- It was emphasised that the tenderers are to ensure that they thoroughly go through the special conditions in the tender document, as they would be the terms and conditions of the contract upon award.

## **6. TENDER DATES**

Tender Closing: **10:30 on 14 July 2023**. No late submissions will be accepted under any circumstances. Tender documents must be submitted in sealed envelopes, clearly marked with the reference number **JWOPS054/23** and they must be deposited in the tender box. Under no circumstances must the tender document be given to JW employee.

## **7. QUESTIONS AND ANSWERS**

**QUESTION 1:** Who must complete and sign the reference letter?

**ANSWER 1:** The reference letter must be completed and signed by the client / referee where the work was carried out successfully. It remains the responsibility of the bidder to ensure that the referee/client has completed reference letter correctly.

**QUESTION 2:** Are bidders permitted to obtain reference letters from subcontractors, or must they come solely from the municipalities?

**ANSWER 2:** JW is not particular about who provides your reference; Johannesburg Water is only interested in references that demonstrate you have previously performed the required work.

**QUESTION 3:** Bidder needed clarity on how they were eliminated when they first bid for the same tender, hence the was no reason communicated to them?

**ANSWER 3:** Johannesburg Water, sends correspondence to all unsuccessful bidders and given an opportunity for debriefing as to why they are eliminated.

**QUESTION 4:** Will the bidder score more points if they submit 2 or more CVs for their artisans?

**ANSWER 4:** No, the requirement is only for one (1) artisan fitter. The bidder must choose their best artisan for this tender and submit their CV together with the tender document.

**QUESTION 4:** What evidence will JW use to determine the experience that the bidder have?

**ANSWER 4:** Reference letters will be used to determine the experience of the bidder as they have the start and end date.

**QUESTION 5:** Is the bidder permitted to subcontract other specialized work scopes, such as electrical or mechanical?

**ANSWER 5:** Yes, the bidder is allowed to subcontract other specialized scope of work. However, this is not the requirement for this tender.

**QUESTION 6:** For the bidder to receive maximum points, should the experience be more than 4 or 5 years?

**ANSWER 6:** The experience must be more than five (5) Years

#### **RECOMMENDATION FROM THE BIDDER:**

Johannesburg Water should do away with criteria of looking for experience whereby person does the job 10 years ago, is compared to a person did the job currently. Rather request for number of projects instead of the years of experience.

## **8. AWARD STRATEGY**

The tender will be awarded to the highest scoring bidder in terms of price and preferential.

## **9. Electronic BOQ**

The electronic BOQ will be made available upon request

## **10. General**

Bidders must note that there will be an Addendum that will be issued before the closing date which will include the amended BOQ and verification of the specific goals. Bidders must complete the addendum form and return it with the tender document.

## **CLOSURE**

Mr Motale and Mr Motsepe invited bidders to go see the site and meeting proceeded for site viewing.