

ETHEKWINI MUNICIPALITY
ENGINEERING UNIT - ROADS PROVISION DEPARTMENT

MINUTES FOR THE SITE CLARIFICATION MEETING

Location: Intersection Of 109437 Street And 109419 Street On 14/08/2025 At 11:00 am.

**CONTRACT 1R - 32192: UPGRADING OF 109437 STREET AND SURROUNDING
ROADS IN UMLAZI DD OF WARD 84, PHASE 2.**

1. OPENING:

1.1 Welcome: N. Ndlela welcomed all attendees to the meeting.

1.2 Introduction of Employer Agent and personnel:

Employer's Agent: Mr A. DeSouza

Employer's Agent's Representative: Ntando Ndlela

Clerk of Works: Siyabonga Phetha

1.3 Attendance:

The register was circulated to attendees for signature.

Tenderers were informed that failure to sign the register will deem the tenderer non-response.

The requirement to sign the attendance register is outlined in Clause C.2.7.

1.4 Scope of Work:

N. Ndlela highlighted the general over and the scope as follows:

The works involve **Phase 2** of upgrading approximately **700 m** of existing gravel sections of Street 109437 and surrounding access roads, as detailed in **Part C3 – Scope of Works** of the Contract.

The upgrade comprises two sections:

- ±420 m asphalt-paved road (with full layer works as per pavement design)
- ±280 m concrete-paved road (with full layer works as per pavement design)

Key elements include:

- Earthworks: Excavation, undercutting, filling and subgrade improvements where required.
- Roadworks: Layerworks from G7 to G2, asphalt surfacing, kerbs, channels, v-drains, signage, and markings.
- Structures: Construction of retaining walls
- Drainage: Installation of stormwater pipes and related works

2. NOTES REGARDING THE CONTRACT

N. Ndlela reminded tenderers of the submission procedure requirements for tender as follows:

2.1 Submission Procedure

a) Closing Date / Time: Friday, 12 September 2025 at 11h00

b) Physical Submission:

Tenders must be placed in the tender box located in the ground floor foyer of:

Engineering Unit

166 K.E. Masinga Road (formerly Old Fort Road)

Durban, 4001

c) **Electronic Submission:**

Tenderers were informed also to make an electronic submission via the eThekweni Municipality JDE System (SSS Module)

N. Ndlela indicated that the tenderers may contact Lindo Dlamini for queries related to JDE submissions who's detailed are outlined on the cover page of the tender document.

2.2 Evaluation

N. Ndlela informed the tenderers that the following method of evaluation would be followed:

- a) 80/20 Price and preference Scoring System C.3.11
- b) Financial offer maximum score **80** points, ownership category maximum score **16** points and Promotion of SA owned enterprises maximum score **4** points.

2.3 Returnable Documents

N. Ndlela highlighted the General requirements for eligibility and informed tenderers that failure to meet eligibility requirements will deem a tenderer not eligible for this tender.

Tenderers were notified of serval returnable documents that must be submitted:

- a) Compulsory Enterprise Questionnaire
- b) Attendance of clarification meeting- to be signed by official.
- c) MBD 4: Declaration of Interest
- d) Contracts Awarded by Organ of State in the Past 5 Years.
- e) MBD 6.1 Preference Points Claim
- f) MBD 8 Declaration of Bidder's Past Supply Chain Management Practices
- g) MBD 9 Certification of Independent Bid Determination
- h) Declaration of Municipal Fees
- i) Contractor Health and Safety Declaration
- j) CSD Registration Report
- k) CIDB Registration and Status
- l) Joint Venture Agreement (if applicable)
- m) Record of Addenda to Tender Documents (if applicable)
- n) Eligibility: Experience of Tenderer: Two Submissions
- o) Tender Offer

2.4 PRICING

Tenderers are to price schedule of Quantities: Each item in the schedule of quantities shall be priced independently regardless of its relation to the total quantities. The Contractor shall have no claim in respect of any such price due to the Engineer omitting or varying any other item. The total sum is to be carried on the Form of Offer.

3. GENERAL INFORMATION REGARDING THE CONTRACT:

- a) Contract period: 32 weeks Anticipated commencement of work: 1 February 2026 (not confirmed).
- b) CIDB: Grade 4CE (or higher) designation.
- c) Penalties: R 2 500 per day for late completion.
- d) Performance guarantee: 5% of contract sum until completion.
- e) Insurances: As per Clause 8.6.1.3 – 8.6.1.5
- f) Retention: 10% per certificate, max 5% of contract sum; 50% released on completion, balance after 12-month DLP.
- g) CLO: Community Liaison Officer required. The CLO shall be paid a minimum of 2 x the industry minimum wage rate, which will be reimbursed to the contractor.
- h) Subcontracting: 30% of contract value excluding PC Sum items and Fixed cost allowances. Contractor shall submit proof that subcontracting requirements are met, including a subcontracting agreement. The penalty for not achieving the specified sub-contracting will be 0.5% of the contract value) for every 1% of sub-contracting not achieved

- i) Contractor must make due allowance to meet requirements outlined in the Baseline Risk Assessment and Site-Specific Health & Safety Specification.
- j) Contractor must make due allowance to meet requirements outlined in the Environmental Management Plan and related documents.
- k) Spoiling of material: Approved tip only at the closest municipal tip site. No indiscriminate tipping allowed.
- l) Testing requirements: Contractor responsible for site control testing; acceptance testing will be undertaken by the Roads Provision Department.
- m) Tender documents to reference (condensed): this procurement document, Conditions of Contract (Section C1.2.1.1), Specifications (Section C3.3.1), Drawings, and other information as outlined in C1.2.

4. **QUESTIONS**

The questions and answers are contained below:

4.1 Vusi Duma — Gopique

- *Question:* What is the contract duration and what is the location of the road?
- *Answer:* Contract duration is 32 weeks. The works are located on 109437 Street and 109419 Street (refer to site locality plan).

4.2 Senzwesihle Mkhize — Slutho Projects

- *Question:* Where is the BOQ available?
- *Answer:* The BOQ was uploaded as a separate document in the tender advert and is available for download from the eThekwinini tender portal.

5. **MEETING CLOSE**

The meeting was thereafter closed by N. Ndlela.



SENIOR MANAGER: ROADS DESIGN (S)

20/08/2025

DATE