



GAUTENG PROVINCE

ROADS AND TRANSPORT
REPUBLIC OF SOUTH AFRICA

TENDER No. DRT 04/08/2026

**ESTABLISHMENT OF A PANEL OF CIDB GRADED (CE LEVEL 6-9) CONTRACTORS
FOR THE PERIOD OF THREE (3) YEARS**

MINUTES OF TENDER BRIEFING (COMPULSORY) MEETING HELD ON:

**23 SEPTEMBER 2026 AT 10:00 AM, HELD AT GDRT REGIONAL OFFICES, 15 NICO SMITH
STREET, KOEDOESPOORT**

AGENDA

The meeting Agenda consisted of the following items.

1. Disclaimer
2. Introduction
3. Tender Notice and Invitation to Tender.
4. Questions & Answers
5. Attendance register
6. Closure.

1 DISCLAIMER

The chairperson clarified the disclaimer as follows:

- The content of the presentation is a full of tender advertisement.

2 INTRODUCTION

- The Chairperson highlighted that the briefing session is compulsory, and the attendance register must be completed and signed, and it will be used as a proof of attendance. Non-attendance will lead to disqualification.

3 TENDER NOTICE AND INVITATION TO TENDER

3.1 APPLICABLE ACTS AND REGULATIONS

- Chairperson confirmed that the details on the presentation is the same information on the tender advertisement issued on all platforms for tenders.
- The chairperson confirmed details of the tender invitation which includes tender DRT number, briefing session dates (Compulsory) and tender closing date, time and submission address.

3.2 COMPULSORY/MANDATORY REQUIREMENTS

Compulsory/Mandatory requirements presented are as follows:

Failure to submit the following required documents will render the bidders tender disqualified:

- Bidders **MUST** apply for only 1 CIDB Grading
- The bidders must submit valid & active proof from CIDB of current registration in the applicable CIDB level. The prospective bidders must submit registration certificate or registration number. In case of a joint venture (JV), bidders must submit a consolidated CIDB level.
- The Construction Manager for CIDB level 6 and 7 contractors must be registered and in good standing with a minimum ECSA Professional Civil Engineer Technician (Pr. Eng Techni), OR SACPCMP as a Professional Construction Manager (Pr. CM) (registration as a (Pr. CPM) Professional Construction Project Manager will not be accepted) and must submit a minimum National Diploma (NQF Level 6) in Civil Engineering. The

prospective bidders must submit proof of registration with the mentioned professional bodies. Recently certified copies of the qualification submitted as part of bidders' tender documents

- The Construction Manager for CIDB level 8 and 9 contractors must be registered and in good standing with ECSA as a Professional Civil Engineer/Professional Civil Engineering Technologist (Pr. Eng. /Pr. Tech Eng) OR SACPCMP as a Professional Construction Manager (Pr. CM) (registration as a (Pr.CPM) Professional Construction Project Manager will not be accepted) and submit a minimum BTech degree or NQF Level 7 in Civil Engineering. The prospective bidders must submit proof of registration with the mentioned professional bodies. Recently certified copies of the qualification submitted as part of bidders' tender documents
- The Safety Officer must be registered and in good standing with the SACPCMP as a Safety Officer or Safety Manager (registration as a Candidate and Safety Agent will not be accepted). The prospective bidders must submit proof of registration with the mentioned professional bodies.
- Complete and signed SBD 4 documents which form part of the tender document. In case of Joint venture bidders must complete and submit separate SBD4 forms
- Bidders must attend the compulsory briefing session as indicated above:
 - ✓ The attendance register must be completed and will be used as proof of your attendance.
 - ✓ Tenderers that do not attend the compulsory briefing session will be disqualified
 - In the case of joint ventures and consortia,
 - ✓ A detailed signed agreement must be attached as part of the submitted tender document, which must be signed by all parties to the agreement detailing the percentage (%) split between the parties to be shared.
 - ✓ Bidders who are opting to form a Joint Venture (JV), are not eligible to bid as individuals for the same CIDB level

NB: Bidders who are listed on the National Treasury's register of defaulters and restricted suppliers will be automatically disqualified.

NB: In case of Joint venture bidders must complete and submit separate SBD 4 forms

The chairperson emphasised the following:

- Bidders can only bid for 1 CIDB grading.
- If bidders opt to form a JV, they are not allowed to bid for any CIDB grading
- Higher CIDB grading bidders are not allowed to bid for lower CIDB gradings
- SBD forms must be fully and accurately completed and signed
- In case of Joint venture bidders must complete, sign and submit separate SBD4 forms
- Attendance registers will be used as proof of site briefing attendance, so bidders must make sure that they complete all information requested on the register.
- Other key returnable listed were emphasised to be submitted
- Electronic or alternative submissions are not permitted.
- Tenderers are responsible for ensuring that their submissions are deposited in the correct tender box before closing time.
- Use the issued tender documentation.
- Complete all required sections.
- Do not alter or remove pages from the tender document.
- Forms must be properly completed and signed.
- Forms are to be completed in **black ink** where required.
- Documents must be submitted in the prescribed order.
- Properly bind the tender submission.
- Clearly number bid documents and attachments.
- Submit in a **sealed envelope**.
- Deposit into the designated GDRT Tender Box.
- **Late bids will NOT be accepted**

- The Department will not accept responsibility for incorrectly delivered or late submissions

3.3 FUNCTIONALITY CRITERIA

Chairperson went through the functionality criteria and highlighted the following for more clarification:

Functionality Evaluation will be conducted as follows;

Bidders will be scored out of 100 points and the minimum threshold to qualify is 70 points. Bidders who fail to meet the minimum threshold will not be considered for further evaluation

(i) Key personnel:

- Chairperson indicated that for key personnel experience bidders must complete and sign **T1.1 (form B1)** in the tender document and no **CV** will be accepted.
- The form must be signed by the candidate and commissioned by commissioner of oaths
- The commissioner of oaths date and candidate date must be the same
- The bidder cannot sign (pp) on behalf of the candidates

(ii) Company Experience:

- Chairperson went through the requirements of the company experience.

For each similar project listed by the tenderer in T1.4, the tenderer must attach:

a) the COMPLETION CERTIFICATE of the project; and

b) a completed and signed returnable T1.7 schedule **E: PROJECT COMPLETED VERIFICATION FORM**.

Bidders **MUST** submit a T1.7 Schedule **E** verification form and completion certificates signed by all relevant parties as per applicable contract issued since the year 2010

Failure to submit a T1.7 schedule E verification form and Completion Certificates signed by all relevant parties as per applicable contract issued since the year 2010 will result in the bidder scoring zero points

- Chairperson emphasis that schedule **E: PROJECT COMPLETED VERIFICATION FORM** must be signed by the client to confirm projects completed in line with the completion certificates

(iii) Plant and Equipment

Chairperson went through the requirements of the Plant and Equipment:

- Bidders MUST complete Form T1.3: Schedule of Plant and Equipment
- Bidders MUST submit proof of ownership OR lease/hire agreements for plant and equipment in the form of registration papers or Audited report indicating assets (plant).
- Failure to submit proof of ownership OR lease/hire agreements for plant and equipment in the form of registration papers or Audited report indicating assets (plant) will result in the bidder scoring zero points

(iv) Company Experience in Major Culvert Construction (a minimum of 3m span/opening)

Chairperson went through the requirements of the Company Experience in Major Culvert:

- Bidders must Complete T1.5 form of constructed Major Culvert. Failure to Complete will result in bidder getting zero points

(v) Company Experience in bridge Construction

Chairperson went through the requirements of the Company Experience in bridge Construction:

- Bidders must Complete T1.6 form of constructed Bridges. Failure to Complete will result in bidder getting zero points

The chairperson went through the list of what bidders should note when tendering as per tender invitation.

A recap of critical dates was also briefed to the bidders.

- All procurement, administrative and technical queries relating to this tender shall be submitted in writing to the Department through the official tender email address.
- **Official Email Address:** SCMBIDADMIN.SCMBIDADMIN@gauteng.gov.za/
Tshivhasa.Ramasindi@gauteng.gov.za
- Closing date for enquiries: **25 September 2026**
- Consolidate questions where possible.

- Questions received after the prescribed deadline will not be entertained.
- Responses/addenda issued by GDRT will form part of the procurement process,

4. QUESTIONS AND ANSWERS

SECTION A: QUESTIONS RECEIVED FROM TENDERERS AT BRIEFING CLARIFICATION

The floor was opened for questions and answers for every stage of evaluation
(Refer to listed questions below)

Number	Questions	Answers

NB: No questions were asked.

5. ATTENDANCE REGISTER

The attendance register was circulated and bidders who attended the briefing session filled in their details.

6. CLOSURE

The chairperson closed the briefing.



Mr. Tshivhase Ramasindi
Chairperson

28/09/2026

Date