



## **GAUTENG PROVINCE**

**INFRASTRUCTURE DEVELOPMENT**  
REPUBLIC OF SOUTH AFRICA

### **MINUTES & DECISIONS – SUPPLY CHAIN MANAGEMENT: TENDER ADMINISTRATION**

**Tender number: DIDMR01/11/2025 Autoclaves; DIDMR02/11/2025 Medical Gas; DIDMR03/11/2025 Fire Detection and Suppression; DIDMR04/11/2025 Electrical Works; DIDMR05/11/2025 General Building and Construction ; DIDMR06/11/2025 Airconditioning, Ventilation and Refrigeration; DIDMR07/11/2025 Plumbing ; DIDMR08/11/2025 Steam Boiler and Condensate Reticulation; DIDMR09/11/2025 Water Proofing; DIDMR10/11/2025 Access control and CCTV; DIDMR11/11/2025 Fencing , DIDMR 12/11/2025 Standby Generator, DIDMR13/11/2025 Boiler Water Treatment DIDMR 14/11/2025 Kitchen and Laundry Equipment; DIDMR15/11/2025 Landscaping, Irrigation, Grass Cutting, and Horticulture works; DIDMR16/11/2025 Structural / Civil Engineering Works .**

**Service: TERM CONTRACT FOR NEW WORKS, MAINTENANCE, REPAIRS, SERVICES, RENOVATION AND INSTALLATIONS PANEL OF SERVICE PROVIDERS FOR A PERIOD OF THREE YEARS.**

**Date: 03 December 2025; Time: 10:10 am**

**Venue: Coner Tennyson drive and Elgar place, Thulisa park.**

### **SECTION A: PROCEDURAL MATTERS**

#### **A.1 Attendance and Apologies**

<b>Official</b>	<b>Designation</b>	<b>Apologies</b>
Mr Moses Raditlhalo	Project Manager	None
Mr Mojalefa Monyela	SCM Representative/ Chairperson	None
Ms. Lucia Mudau	SCM Representative	None
Ms. Ntombizodwa Buthelezi	SCM Representative	None
Ms Paballo Moloi	SCM Representative	None
Mr Athule Soha	SCM Representative	None
<b>Scribe</b>		
Ms. Puleng Mokitimi	Scribe: SCM Representative	None

## A.2 OPENING AND WELCOME

The Chairperson: Mr Mojalefa Monyela opened the meeting at **10:10 Am** by welcoming all present.

- The briefing session was non – compulsory

## A.3 PURPOSE OF THE MEETING

- To provide a background and scope of the tender and outline the requirements that bidders must comply with.

### A.3.1 SCM BRIEFING COMPLIANCE AND MANDATORY REQUIREMENTS

- This tender was advertised on the 21 November 2025 on Government E-Tender
- Closing date is on the 16 January 2025@11h00am. Late tenders will not be considered and will be returned unopened.
- Bidders must indicate tender number they are bidding for on the document.
- Bid documents must be downloaded and printed from <https://e-tenders.gauteng.gov.za> or <https://etenders.treasury.gov.za> at bidder's cost.

#### • SCM representative:

The chairperson indicated all the applicable administrative and mandatory requirements which bidders must comply with.

#### MANDATORY REQUIREMENTS:

<b>MANDATORY / COMPULSORY ADMINISTRATIVE REQUIREMENTS</b> (Failure to submit / meet or comply with the following requirements constitute automatically disqualification of tender offer)	<p><b>Only Tenderers having a Valid CIDB Grade 3, 4 and 5 will be considered for evaluation.</b></p> <p><b>Submission of completed and signed SBD forms (SBD 1 and SBD 4)</b></p> <p><b>Submission of an undertaking or commitment letter to ensure creation of job opportunities to local people who are Youth or Woman or Military Veterans or people with disabilities</b></p> <p><b>Submissions of Valid SAHPRA license for manufacturing and handling medical devices (License must be in the company name) In case of joint venture or consortium parties must submit a valid SAHPRA certificate. (Only for medical Gas and Autoclaves).</b></p> <p><b>Submission of valid SAQCC certificate in case the bidder is tendering for fire detection and services. (License must be in company name). In case of joint venture or consortium all parties must submit a valid SAQCC certificate for fire detection and services (not for company owner or employee).</b></p>
---	--

	<p><b>Submission of valid COIDA certificates or Letter of good standing, in case of Joint venture or consortium all parties must submit valid COIDA certificate or letter of good standing.</b></p> <p><b>Bidders whose business status is marked as "deregistered", or "in deregistration process", " final deregistration" at the time of evaluation will be disqualified.</b></p> <p><b>Bids of the foreigners / foreign owned entities must also meet or comply and submit the following in addition the above mentioned:</b></p> <ul style="list-style-type: none"> <li>• <b>Valid Business_Permit/Visa:</b> Submission of a valid business visa or permit issued in the name of the bidding entity or its shareholder, authorising the foreign national to conduct business within South Africa. The visa must clearly specify the business activities it permits.</li> <li>• <b>Proof of Investment:</b> Certified documentation confirming a capital investment of R5 million or more, or a waiver granted by the DTIC where applicable. This proof must be issued by a registered South African Chartered Accountant (CA(SA)), on official letterhead, and must include the accountant's signature, date, and professional registration number.</li> <li>• <b>Local Employment Compliance:</b> A signed declaration on company letterhead, confirming that at least 60% of the company's workforce comprises South African citizens or permanent residents. (autoclaves)</li> </ul> <p><b>Submission of completed and signed integrity pact for business</b></p> <p><b>Submission of signed Joint Venture agreement or Consortia agreement in case of Joint Venture or Consortium</b></p>
--	--

<b>ADMINISTRATIVE COMPLIANCE THAT WILL BE APPLICABLE TO THIS PROCUREMENT</b>	
	Submission of the proof of registration with CSD (CSD registration number (MAAA number or CSD Summary registration report)
	Submission of a Tax Compliance Status PIN that will grant a third-party access to the bidder's Tax Compliance Status.
	Submission of recently issued company registration documents (CIPC registration documents issued not older than 3 months)
	Submission of certified copies of the Identity Document for members / directors / shareholders or owners

### **A.3.1 FUNCTIONALITY REQUIREMENTS**

<b>Applicable Functionality Criteria:</b> Failure to meet the prescribed minimum functionality of 70 points will result in automatic disqualification	This tender will be evaluated on functionality and only tenderers that obtain the required minimum score indicated in the Tender documents will be included in the panel. Bidders must obtain a minimum of 70 points to be considered for further evaluation
	<b>Functionality Criteria:</b>
	<b>Functionality Criteria</b> <b>Weighting Factor (Condition per criteria: bidders must at-least score 16 points in company experience, 10 points in key staff, 15 points in OHS and 05 points in TER, failure to score minimum stated points in any criteria will result in disqualification even if the bidder score an overall total of 70 points or more).</b>
	Company Experience      40 Points
	Key staff      30 Points
	Township, Economy Revitalisation      15 Points
	OHS Act      15 Points

<b>Applicable Objective Criteria</b>	<b>Exclusion due to termination for poor performance</b> <b>Empowerment of SA enterprises</b> <b>Reducing unemployment and enhancing local skills development</b> <b>Development of SMME's (CIDB grade 3 to 5)</b>
--------------------------------------	---

<b>COMMENTS / QUESTIONS / INPUTS</b>
None

<b>A.3.2 COMPULSORY SUB-CONTRACTING</b>
None

**COMMENTS / QUESTIONS / INPUTS**

None

**A.3.3 LOCAL PRODUCTION AND CONTENT**

None

**COMMENTS / QUESTIONS / INPUTS**

None

**A.3.4 SCOPE OF WORK****PROJECT MANAGER AND CONSULTANTS**

Bidders were urged to submit corresponding documents

Stamp and signature of commissioner of oath must also correspond.

More detailed scope of work on tender document.

**COMMENTS / QUESTIONS / INPUTS**

Q? Is the CIDB grading 3 to 5 standard or what?

Ans: We are developing SMME's companies that are in grade 3 to 5

Q? Can I outsource the key personnel

Ans: Provide key personnel in the tender documents for your company to be eligible to score points for functionality.

Q? Please provide more clarity on the objective criteria (page 8)

Ans: It is meant to provide the mechanisms for the department to meet its targeted specific goals and therefore bidder must meet the department's objective criteria as stated on the tender.

Q? How many service providers are needed per discipline/ category?

Ans: there is no limit

Q? If junior personnel have a SAHPRA certificate, however, a senior does not have what must be done?

Ans: It doesn't matter if it's a senior or junior that has the certificate.

Q? is it mandatory to submit SBD 6.1 documents

Ans: it is not mandatory, it is for preference points, however you can submit.

Q? If I have 3 or more orders, does it mean its 1 completion certificate. Can I submit appointment letters and completion certificates that are signed and not stamped?

Ans: You must submit corresponding letters and completion certificates must be signed and stamped by organization you provided services.

Q? If I have appointment letters that do not show what I was doing, do I submit BOQ?

Ans: Go back to the Project manager and ask for the letter that shows what you were doing.

Ans: Order must be the same as completion certificate. Go back to where you were working and ask for stamp.

We are also going to speak to the regions to assist with stamps.

Q? Can I use professionals that are working for departments?

Ans: They must get approval from the HOD to avoid conflict of interest.

**SECTION B: CLOSURE****B.1 CLOSURE**

- Bidders were urged to read the bid document thoroughly and the advert in detail to comply with all requirements for this service, for any further enquiries that might arise after the site briefing meeting can be directed to the following Department of Infrastructure officials: Technical enquiries can be directed to Mr. Moses Raditlhalo, **Moses. Raditlhalo @gauteng.gov.za**, and general enquiries can be directed to Mr Siyabonga Khumalo, **siya.khumalo@gauteng.gov.za**.

- **Note to tenders:**
- All successful service providers will be subjected to signing of SLA and standard rates as prescribed by the department. Preferential Procurement Policy Framework Act no 5 of 2000 and its Regulations of 2022 apply.
- **Last date for submitting queries: 10 days before closing date.**
- Chairperson closes the meeting at: 11:40 am

Minutes approved / Approved as amended

Signature



Compiler: Puleng Mokitimi

Date: 03 December 2025

Supply Chain Management Meeting

Signature



Chairperson: Mr. Mojalefa Monyela

Date: 03 December 2025

Supply Chain Management Meeting

Tender number: DIDMR01/11/2025 Autoclaves; DIDMR02/11/2025 Medical Gas; DIDMR03/11/2025 Works.Detection and Suppression; DIDMR04/11/2025 Electrical Works; DIDMR05/11/2025 General Building and Construction ; DIDMR06/11/2025 Airconditioning, Ventilation and Refrigeration; DIDMR07/11/2025 Plumbing ; DIDMR08/11/2025 Steam Boiler and Condensate Reticulation; DIDMR09/11/2025 Water Proofing; DIDMR10/11/2025 Access control and CCTV; DIDMR11/11/2025 Fencing , DIDMR 12/11/2025 Standby Generator, DIDMR13/11/2025 Boiler Water Treatment DIDMR 14/11/2025 Kitchen and Laundry Equipment; DIDMR15/11/2025 Landscaping, Irrigation, Grass Cutting, and Horticulture works; DIDMR16/11/2025 Structural / Civil Engineering Works .

**Service: TERM CONTRACT FOR NEW WORKS, MAINTENANCE, REPAIRS, SERVICES, RENOVATION AND INSTALLATIONS PANEL OF SERVICE PROVIDERS FOR A PERIOD OF THREE YEARS. GRADE 3 TO 5**