



COGHSTA

Department of
Cooperative Governance, Human Settlements and
Traditional Affairs
Northern Cape Province

Bid briefing session minutes NC/21/2022 (GEO-TECHNICAL INVESTIGATION) that was held on 14 February 2023 in the Boardroom at 10h00.

A. WELCOME: The Chairperson, Mr Monoametsi	Chairperson
B. INTRODUCTION: All department officials introduced	Chairperson
C. PURPOSE OF THE MEETING - Mr Monoametsi gave brief background of the tender and alluded to the following (SCM issues) - The briefing is compulsory - The tender closes on the 3rd of March 2023 at 11 am on a Friday and must be specified on the envelope by the tender number - No soft copy is acceptable without hard copy - The tender will be uploaded on the portal (www.coghsta.ncpg.gov.za) - Highlighted on the issues of new regulation which entails the northern cape specific goals which replace the B-BBEE.	Chairperson



COGHSTA

Department of
Cooperative Governance, Human Settlements and
Traditional Affairs
Northern Cape Province

Bid briefing session minutes NC/21/2022 (GEO-TECHNICAL INVESTIGATION) that was held on 14 February 2023 in the Boardroom at 10h00.

- Minimum requirement for functionality criteria is 70 points for bids to be further evaluated - Emphasis was on CSD registration and CIPC should be attached to show the directors of the company (both parties should share their certificate) - A latest CSD should be submitted with a compliant tax clearance - Expressed highly of gender representation as more women were in attendance	
E. TECHNICAL PRESENTATION • Mr Marindili went through the technical aspects of tender and he covered the following aspects - The locality of the project and the distance service providers would have to cover (approx. 950 k from Kimberley) - The scope is to cover low cost 100 stands which are scattered throughout Port Nolloth. - Test pits will be done in terms of actual stand as phase 2 to enable home enrolment with the NHBRC. - Urged service providers to be realistic when pricing versa vee the geographical parameters. - All specialist need to be registered with their relevant professions councils.	M. Marindili/Chairperson



COGHSTA

Department of
Cooperative Governance, Human Settlements and
Traditional Affairs
Northern Cape Province

Bid briefing session minutes NC/21/2022 (GEO-TECHNICAL INVESTIGATION) that was held on 14 February 2023 in the Boardroom at 10h00.

• Mr Monoametsi emphasised the following in regard to professionals/specialists - A clear Memorandum of Agreement should be attached if service provider is to source such services and it should stipulate their availability - Ensure specialist does not have two or more agreements with other service providers - Professionals should not be working for two or more companies, • Mr Marindili proceeded with the presentation and went through the REQUIREMENTS : - The Geotech to be done in terms of SANS 634 standards by a competent person who is registered with relevant council - Competent person should be able to show proof in actual experience for Geotechnical Site Investigation for Housing Developments, failure will lead to disqualification - Two test pits per stand which equals 200 - Proof of an SANAS accredited and valid lab, time of submitting must be within valid period - Experience in dolomite investigation will be considered if done for human settlement projects. - Reference letters should be attached.	
SPECIFICATION - Two test pits per stand - Quote should consider number of erven in relation to test pits	M. Marindili



COGHSTA

Department of
Cooperative Governance, Human Settlements and
Traditional Affairs
Northern Cape Province

Bid briefing session minutes NC/21/2022 (GEO-TECHNICAL INVESTIGATION) that was held on 14 February 2023 in the Boardroom at 10h00.

- Draft report will be submit to the NHBRC prior approval and payment will be according to the approved report. - The submission to NHBRC will be facilitated by the department - Once approved by the NHBRC, the final reports must be submitted in 5x hard copies & 5x soft copies in a CDs or Memory stick.	
Mr Marindili emphasized on the following issues - All documents that can be requested should be made available, failure to provide lead to disqualification - For joint ventures, both parties to submit tax clearance, CIPC/CIRPO, CSD and an agreement letter/MOU of both parties. - CVs need to be attached failure will lead to disqualification. - All supporting documents will be thoroughly verified	
TIME FRAME - Project is expected to be carried out for 4 months	
PREFERENTIAL PROCUREMENT SYSTEM Mr Monoametsi alluded the following :	Chairperson



COGHSTA

Department of
Cooperative Governance, Human Settlements and
Traditional Affairs
Northern Cape Province

Bid briefing session minutes NC/21/2022 (GEO-TECHNICAL INVESTIGATION) that was held on 14 February 2023 in the Boardroom at 10h00.

- The bid will be evaluated on 80/20 preference system in accordance CoGHSTA NC specific goals. - Address in terms of locality should be supported by valid documents either municipal accounts, lessee and lessor agreement or proof of residents by traditional council were applicable.	
PRICING INSTRUCTIONS - The tender is not fixed priced. - The form offer should include the 3% and must in both numbers and words - Service Providers are required to include in their form of offer, an amount not exceeding 3% of the total cost(s) of the Geotechnical Site Investigation for Community Facilitation or project meetings.	M Marindili
- Bidders urge to create decent files with divider and an index for ease of perusal - All bids will be uploaded on the e portal after closing date (www.coghsta.gov.za) - Bidders should sign off their bids with company name at the tender registry - If the bids are equal in terms of both criteria, all bidders are called a toss will conducted on record.	Chairperson



COGHSTA

Department of
Cooperative Governance, Human Settlements and
Traditional Affairs
Northern Cape Province

Bid briefing session minutes NC/21/2022 (GEO-TECHNICAL INVESTIGATION) that was held on 14 February 2023 in the Boardroom at 10h00.

- Services providers must stay updated with the portal for any additions that may arise	
CLOSURE Meeting was adjourned	Chairperson/Marindili

Minutes Approval

NAME AND SIGNATURE

Mpho Marindili