



Meeting minutes

Template Identifier**240-54076329****Rev****7****Effective Date****November 2019****Next review date****October 2022****Generation Division**

Clarification Meeting: Kriel Ash Dam Drain Installation Project for a period of 2 years – MPGXC006632R1

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Date:	Time:	Venue:	Meeting No.:
01 October 2021	09:00	MS Teams	01/2021

Item	Subject	Decision & Action items	Responsibility	Target date
1.	Opening: Present: P Nair (PN) J Bennett (JB) M Mukwevho (MM) K Monakhisi (KM) G Mamize (GM) M Shiri (MS) 1.1 Welcome • PN welcomed all to the meeting.			

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2.	Safety and Emergency Evacuation Procedure			
3.	Declaration of interest N/A			
4.	Verification of minutes of previous meeting/s N/A			
5.	Action items from previous minutes N/A			
6.	Matters for approval N/A			
7.	Matters for information			

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7.1

Clarification Meeting

- The meeting is to explain the requirements for the tender Kriel Ash Dam Drain Installation Project for a period of 2 years – MPGXC006632R1.
- This is a non-compulsory site meeting.
- The documents can be obtained from the Eskom Tender Bulletin and the National Treasury website.
- This is a re-issue. Only the latest documents to be used for tender submission. The enquiry number is to be used for any queries.
- All queries to be in writing.
- The responses to the queries will be published on the Eskom Tender Bulletin and National Treasury website.
- Do not communicate with any other person related to the contract in anyway.
- All communication only to be sent to the Eskom Representative for this contract.
- The enquiry was uploaded on 22 September 2021.
- The closing date for the enquiry is 27 October 2021 at 10:00.
- The tender to be delivered at 10 Smuts Avenue, Witbank.
- Pre-qualification to this tender is Technical Gatekeepers (mandatory requirements); CIDB grading of 7 CE or higher and Subcontracting - 20% subcontracting for casing for EME's and QSE's level 1 to 2. Signed (by both parties) subcontractor intent agreement to be submitted – non mandatory.

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- Threshold for functionality is 70%.
- The tender makes provision for designated sector of HDPE Pipe at a threshold of 100%.
- A tenderer who fails to meet the minimum stipulated threshold for local production and content will be disqualified.
- Annexure C to be submitted as a mandatory tender returnable.
- The tender will be evaluated on the 90/10 principle.
- Annexures that must be returned are attached and some are separate documents.
- This is an open tender.
- Vendors and non-vendors can tender with a registered CSD (MAAA...) number.
- Tender for the whole of the works. This means that all lines to be priced for. If a line item on the price list is left blank, the tender will be regarded as non-responsive and not evaluated. Do not assume that you do not need to price for an item. If it is reflected on the price list then this means that a price is required.
- Eskom reserves the right to enter into negotiations with one or more tenderers as per the approved procurement procedure.
- Tender to be submitted in 3 parts – SDL&I, commercial (file 1); technical (file 2); SHEQ (file 3). Company details to be reflected on the front of the tender file.
- Tenderers need to submit an original and a copy. If a copy is not submitted, the tenderer will be disqualified.
- A soft copy of the complete tender to be submitted on a USB.

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- The same information that is in the original file must be in the copy file. Tenders to be submitted in a file or bound. Do not submit loose pages in a rubberband. If the loose pages go missing, it will not be the responsibility of KPS evaluating team.
- Clarification of queries will be 5 working days before deadline of tender submission.
- Do not make any alterations to the documents. Do not retype the documents.
- Alternative tenders are not allowed.
- Using the NEC 3 Engineering and Construction Contract for this enquiry.
- Tenders will be opened on the closing date. Prices will not be read out.
- Tenderers need to comply with the basic compliance requirements in order to be eligible to tender.
- Functional requirements will be explained by the Engineer.
- QS will execute the price evaluation. If there are arithmetic errors, we will communicate with you.
- Commercial tender returnables: compulsory items for tender evaluation are in the mandatory column.
- Forms not compulsory for evaluation are also provided – can be submitted with the tender, however will not be used for evaluation.
- All documents that require a signature to be signed. If the document is not signed the tender will be regarded as non-responsive and will not be evaluated.

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- The form Authority to Submit a Tender form must have the same signature on the form and throughout the tender documents. If the form is not signed, a certified copy of the company board resolution is required.
- Annexure B – both JV and single entities to complete. Individual partners tendering as a JV need to submit SARS and CSD documents.
- Annexure C – important document, read and understand what is required. If the form is not completed in full – the tender will be regarded as non-responsive. If the section is not applicable to you – indicate so. Demonstrate that the form has been acknowledged by you. If you do not answer the questions under the declaration of interest – the tender will be regarded as non-responsive.
- There is no objective criteria.

SDL&I Requirements

- MM explained the SDL&I requirements
- If you are tendering as a JV – a B-BBEE certificate is still required even if you are an EME. All JV requirements need to be met.
- JV agreement to be signed by both parties.
- Accredited agency to provide a B-BBEE certificate.
- MM said on the undertaking Kriel is looking for TLB Operator x 2; Drilling Operator x 2, more people can be added.

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- 20% sub-contracting – EME or QSE 1 – 2 – non mandatory.
- Subcontracting agreement to be signed by both parties.
- Sworn affidavit for sub-contractor is required.
- CSI of 1.5% to be discussed.
- Example of a QSE B-BBEE certificate was displayed.
- MM said that tenderers need to indicate if the company is a cc or a Pty.
- If the company has a trading name, this should be included otherwise the enterprise name and the trading name is the same. If no trading name, then N/A.
- Reflect the % ownership.
- Tick the applicable level of the company.
- The certificate is valid 12 months from the date of signature from the Commissioner of Oaths.
- If the date of the Commissioner and the deponent is not the same, this will allow for disqualification.
- Military veterans and people living with disabilities to provide supporting documents(certificates).
- No blanks on the form – complete in full.
- Select either management accounts or financial statements.
- SDL Undertaking to be completed.

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Safety Requirements:

- GM, Safety Officer, went through the safety requirements for the tender.
- No questions asked.

Quality Requirements:

- MS, Quality Officer, went through the quality requirements for the tender.
- No questions asked.

Environmental Requirements:

- LN, Environmental Officer, went through the environmental requirements for the tender.
- No questions asked.

NEC 3 – Engineering and Construction Contract:

- C1.1 offer & acceptance – this is a commercial mandatory document. The total from the price list to be reflected on this page and the page must be signed. If there is no total of the prices – the tender will be regarded as non-responsive. If there is no signature and only a price, the tender will be regarded as non-responsive. Satisfy both requirements, sign and include the offer price.

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	• C1.2 – mandatory commercial document. To be completed in full. The fee percentages are for compensation events. The direct fee and subcontractor fee do not add up to 100%. If there is no subcontractor – do not put in a fee. For this tender, sub-contracting is mandatory – the fee is required. • C1.2 price list – mandatory commercial document. All items on the price list to be priced for. Do not retype the document as some items may be left out. Do not use erasable pens, correction tape or correction fluid. The tender will be regarded as non-responsive and will not be evaluated. Scope of Work & Technical Evaluation Criteria • JB gave an overview of the scope of work and the requirements under the technical evaluation criteria. • Full details of the scope requirements are included on the NEC. • Phase 1 is for a pilot test of 12 drains – if this is successful, then the rest of the drains can be done. • No questions were asked.			
8.	General • PN mentioned that the tenderers need to check the 2 sites for updated information.			

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	If there are revised documents uploaded, the revised must be used for tender submission. Failure to do so will result in disqualification.			
9.	Closure Meeting closed. Next meeting N/A.			

P Nair On behalf of the Employer		21/10/2021
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