



ETHEKWINI MUNICIPALITY

**CONTRACT No: WS 7802 –
SOUTHERN AQUEDUCT WP 3,4,5,6**

7 MARCH 2024

SOUTHERN AQUEDUCT WP 3,4,5,6 CLARIFICATION MEETING

Date : 7 March 2024

Time : 11:00 & 12h00

Venue: Paani-Jal Boardroom, Room 103

Attendance:

Name	Representing	Key
S. Mtshali	eThekweni Municipality – Water & Sanitation	SM
G. Sibiya	eThekweni Municipality – Water & Sanitation	GS
Yolanda Mbelu	eThekweni Municipality – Supply Chain	YM
Makhosi Maphumulo	eThekweni Municipality – Water & Sanitation	MY

1 Opening

SM opened the meeting and welcomed all who attended. An introduction was made (attendance register attached).

2. Briefing – Clarification meeting

- Those who attended the meeting were advised by Mr Mtshali that the tender document was available at eThekweni Municipality’ website and from the e-Tenders portal. He said that there would be an addendum that would be uploaded on the system for all the updates. He requested that tenderers had to send an email for any questions they had, using his email. He emphasized that no emails would be replied individually but all answers would be uploaded on the system before the closing of the tender i.e., 12 April 2024.
- SM advised the meeting that questions were to be submitted on or before the 19th of March 2024. Consolidated questions and answers to be uploaded on the portal by the 26th of March 2024. He said that the tender was for 8 CE as advertised and requested that they should all be compliant.
- He explained that on the evaluation procedures there was a change on eligibility where 90/10 was changed to 80/20. For functionality tenderers are to adhere to instructions. He mentioned that under preference points, tenderers had to claim those points otherwise they will lose them. Claiming those points would be of



advantage to the tenderer.

- Tenderers experience, they had to use the page provided for that information. They were requested to provide the experience of similar projects, and to understand what was required on the documents. Organogram had to be clear where there would be Foreman, Site Agent etc., CVs to be summarized on the 1st page with relevant information.
- SM informed the meeting that there were 4 work packages and 1 (one) service provider would be awarded with 1 package and all 4 packages would be awarded at the same time. Service delivery would be quicker and easier when 1 package per service provider be awarded and maximise job opportunities. On methodology, service provider had to explain how they were going to do their work. He advised that they had to make sure that they understood what was required by the Municipality and it would be of advantage to the tenderers for points allocation.
- He handed over to Ms Mbelu to brief the meeting about the importance of following procurement processes when filling in the tender document.

3. SCM Procurement

- YM advised the meeting as follows:
 - Tenderers to be registered with CSD or vendor portal before the closing date of the tender, failing which the tenderer would be deemed non-responsive.
 - Tenderers to note that they would be checked for the eligibility of their company e.g., not blacklisted, registered with the Treasury, letter of good standing.
 - CIDB registration, SARS and BBBEE to be active upon closing of the tender document. She emphasized that all returnable documents to be attached at the back of the document.
 - She advised that the tender document had to be fully completed and to the best of their ability. Those who would form a Joint Venture, she advised that they had to attach their agreement, for municipality fees when owing they had to arrange and attached that arrangement document.



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3.1 SM advised the meeting that:

- a table of content for all the returnable documents should be made and attached as a guide or index to the tender document.
- Form of offers had to be separated per work package and had to know which one would be the priority ranking in terms of price. He requested that tenderers had to load all their documents on the USB and attached it.
- He advised the meeting that maybe in future there would be no paperwork but there would be electronic process to submit all the documents. They would be advised as and when those changes were applicable.
- He informed the meeting that there was a page to be signed for those who attended the meeting. That page would be signed after the clarification meeting by EWS officials.

4. Closing

There being no any further discussion the meeting was adjourned at 12:30 pm.