

BRIEFING SESSION MINUTES

BRIEFING SESSION: 17th AUGUST 2022 (Compulsory)

VENUE: GROUND FLOOR AUDITORIUM, GGDA OFFICES, 124 MAIN STREET, JOHANNESBURG 2001

BID NUMBER: GGDA/03/2022-23/CONTRACTOR

CLOSING DATE: 9th September 2022; Closing Time: 11:00

DESCRIPTION: THE ESTABLISHMENT OF A PANEL OF CIDB REGISTERED CONTRACTORS FOR ALL CLASSES OF WORKS FOR GGDA GROUP

GGDA REPRESENTATIVES

Kgalaletso Sennanye (KS) - GGDA Senior SCM Manager
 Khutso Rathebe (KR) - EPMO (Senior Project Manager)

Service Providers as represented, as per attendance register

		ACTION
1.	Welcome	
1.1	Welcome and outline of the briefing programme	KS
1.2	The attendance register was signed.	
2.	Purpose	KS

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2.1	<p>Purpose of The Tender Briefing Session</p> <p>To clarify the requirements of the tender as stipulated in the bid document and to answer any queries that potential service provider might have on the bid document</p>	KS
2.2	<p>The following tender notice & invitation was presented to all: -</p> <p>You Are Hereby Invited to Bid for The Requirements of Gauteng Growth and Development Agency</p> <p>BID NUMBER: GGDA/03/2022-23/CONTRACTORS</p> <p>CLOSING DATE: 9TH SEPTEMBER 2022</p> <p>CLOSING TIME: 11:00</p> <p>BID VALIDITY PERIOD: 120 DAYS</p> <p>BRIEFING SESSION: COMPULSORY BRIEFING SESSION</p> <p>BRIEFING SESSION VENUE: 10TH FLOOR AUDITORIUM, GGDA OFFICES 124 MAIN STREET, JOHANNESBURG 2001</p> <p>BRIEFING SESSION TIME: 10h00</p> <p>BRIEFING SESSION DATE: 17th AUGUST 2022</p> <p>DESCRIPTION: THE ESTABLISHMENT OF A PANEL OF CIDB REGISTERED CONTRACTORS FOR ALL CLASSES OF WORKS FOR GGDA GROUP</p> <p>BID SUBMISSION REQUIREMENTS: 1 ENVELOPE WE REQUEST - SUBMISSIONS MUST BE SUBMITTED IN ONE ORIGINAL HARDCOPY & 1 X USB COPIES</p> <p>TECHNICAL PROPOSAL- (1 ORIGINAL HARDCOPY & 1 x USB COPY)</p> <p>(NB: PLEASE IT'S A REQUIREMENT TO SUBMIT DOCUMENT AS REQUESTED)</p> <p>BID DOCUMENTS MUST BE DEPOSITED IN THE BID BOX SITUATED AT: 15TH FLOOR, 124 MAIN STREET, JOHANNESBURG.</p>	KS
3.	<p>Presentation</p> <p>The details of the bid document as published was presented during the briefing session</p>	KS/KR

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3.1	<p>The following areas were addressed during the briefing session: -</p> <ul style="list-style-type: none"> ➤ The overview and administrative issues regarding the submission was presented to all present. <ul style="list-style-type: none"> • Confirmation was made that all the suppliers are at the right briefing session. • Closing dates was highlighted as Friday, 9th September 2022 • Submission requirements were highlighted that is 1 envelopes submission for Technical and NB: Bidders to tick/or clearly select the CIDB Grading they are bidding for. • Scope of work and Evaluation Criteria, and stages of the evaluations were highlighted, including disqualification criteria (administrative compulsory and CIDB registration, etc. • Request for information closes on the 30th of August 2022 • Bidders to adhere to all the compliance and evaluation criteria requirements as detailed in the bid document. • Ensure all documents are fully completed and sign-off • It was emphasised that bidders need to pay attention and adhere to all mandatory requirements as stated in the bid document. • It was also emphasised to the bidders that they clearly need to tick/indicate/select clearly the CIDB Grading they are bidding for and ensure the correct Form that informs the required technical evaluation is read in detail and relevant evidence submitted 	All
3.2	<ul style="list-style-type: none"> ➤ Tender Scope Scope was outlined as detailed in the Bid Document. <ul style="list-style-type: none"> • Bid documents – scope of work was outlined in detail • Bidding Requirements were outlined in detail • Bidders were informed to ensure they submit and provide required CIDB Grading registration • Bidders were informed to clearly tick/mark and select the CIDB class/category they are bidding for and ensure they follow the correct Form for the submission of evaluation criteria evidence 	KR
3.3	<ul style="list-style-type: none"> ➤ The tender scope of works was outlined as follows: - <ul style="list-style-type: none"> ❖ SCOPE OF WORKS as detailed on the bid document – Part A2: Terms of Reference, which includes detailed Scope of work of which the summary is outlined as: - 	KR
3.4	<p>Under Tender Scope</p> <p>1. SCOPE OF WORK</p> <p>The type and nature of works to be executed is categorized as follows: -</p> <ul style="list-style-type: none"> • New Construction • Upgrades and Additions • Rehabilitation, Renovations and Refurbishments • Maintenance <p>The tables below indicate the limited type or nature of works, the minimum and maximum Construction Industry Development Board (CIDB) grading required: -</p>	KR
3.5	<p>TABLE 3.1 CORE WORKS</p>	KR

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Type or nature	Civil Engineering (CE)	Electrical Engineering Works-Building (EB)	Electrical Engineering Works-Infrastructure (EP)	General Building Works (GB)	Mechanical Engineering Works (ME)
Minimum CIDB grading	3CE	3EB	3EP	3GB	3ME
Maximum CIDB grading	9CE	9EB	9EP	9GB	9ME

3.6

TABLE 3.2 SPECIALIST WORKS

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Type or nature	Fire prevention and protection infrastructure (SF)	Waterproofing of basements, roofs and walls using specialist systems (SN)	The development, extension, installation, repair, removal, alteration, dismantling or demolition of precast concrete or steel fencing (SQ).
Minimum CIDB grading	3SF	3SN	3SQ
Maximum CIDB grading	9SF	9SN	9SQ

Bidders that are registered and bidding for multiple nature of works (e.g., CE, GB, etc.) must indicate the nature of works for which the bidder prefers to be pre-qualified for in the table below. Ensure that the minimum CIDB grading is as per the table above.

KR

3.7

Bidders must mark with an "X" the preferred nature of works to be pre-qualified for in this contract, attach proof of valid registration from CIDB.

KR

NB: The bids of Bidders that do not clearly indicate their preferred nature of work as prescribed above, will not be considered and submission will be reported as non-responsive.

3.8

TABLE 3.3 PREFERRED NATURE OF WORKS

KR

CIDB Grading designation	CE	EB	EP	GB	ME	SF	SN	SQ
3								
4								
5								
6								
7								
8								
9								

Note: The Bidder must also ensure that its experience as indicated at functional evaluation section is aligned to the preferred nature of work selected on the table above.

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3.9	<p>2. CONTRACTUAL REQUIREMENTS</p> <p>2.1. Successful Bidders</p> <p>The Successful Bidders will be required to sign a Framework Agreement to conclude appointment into the pre-qualified panel. Approved panel members will be invited to bid depending on the estimated value of works and required CIDB grading. When the process of submission of price proposals by Contractors from the panel is concluded, a successful Contractor/s shall be required to sign a project specific contract for each project to be executed. The forms of contract that will be applicable for GGDA infrastructure projects under this contract are as follows (or the latest applicable thereof): -</p> <ul style="list-style-type: none"> • JBCC Principal Building Agreement Edition 6.2 May 2018 • JBCC Principal Building Agreement: Contract Data Edition 6.2 May 2018 • JBCC Minor Works Agreement Edition 5.2 May 2018 • JBCC Minor Works Agreement: Contract Data Edition 5.2 May 2018 • SAICE General Conditions of Contract for Construction Works (latest amendment) (GCC) • NEC3 Engineering and Construction Contract (ECC) • NEC3 Engineering and Construction Short Contract (ECSC) • NEC3 Term Service Contract (TSC) • NEC3 Term Service Short Contract (TSSC) <p>Note: Bidders are requested to familiarise themselves with the clauses in the above Engineering Contracts.</p>	KR				
3.10	<p>2.2. Prequalification</p> <p>In the event of prequalification for contracts (projects or tasks or instructions), the GGDA reserves the right to hold the successful service provider (at RFQ/Project Stage) to regulation 4 of the Preferential Procurement Regulations, 2017.</p>	KR				
3.11	<p>2.3. Subcontracting</p> <p>In the event of subcontracting for contracts (projects or tasks or instructions) above R30m, the GGDA reserves the right to hold the successful service provider (at RFQ/Project Stage) to regulations 9 of the Preferential Procurement Regulations, 2017.</p>	KR				
3.12	<p>2.4. Service Provider's All Risk Insurance</p> <p>As per the <i>GGDA SCM Policy for Infrastructure Procurement and Delivery Management</i> service providers must note that during project execution stage, they must submit the applicable all risk insurance.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Type of Insurance</th> <th style="text-align: left;">Value</th> </tr> </thead> <tbody> <tr> <td style="vertical-align: top;">Contractors All Risk Insurance</td> <td style="vertical-align: top;"> <ul style="list-style-type: none"> • The Contractors All Risk Insurance value must be equal to the Project/Contract value. • Depending on the nature of the project: <ul style="list-style-type: none"> ✓ GGDA reserves the right to specify if all risk insurance value must be higher than the project value. ✓ GGDA also reserves the right to specify whether insurance is applicable/not applicable on any specific project. </td> </tr> </tbody> </table>	Type of Insurance	Value	Contractors All Risk Insurance	<ul style="list-style-type: none"> • The Contractors All Risk Insurance value must be equal to the Project/Contract value. • Depending on the nature of the project: <ul style="list-style-type: none"> ✓ GGDA reserves the right to specify if all risk insurance value must be higher than the project value. ✓ GGDA also reserves the right to specify whether insurance is applicable/not applicable on any specific project. 	KR
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3.13	<p>3. FINANCIAL PLAN</p>	KR				

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3.14	<p>The value of the work per project shall be approved by the GGDA, in line with internal GGDA policies and procedures, as well as current legislation in respect of the classification and determination of work categories for issued instructions. The GGDA will determine as per criteria provided, the classification of work as being outside the scope of services that are deemed to be part of this contract.</p>	
3.14	<p>4. APPOINTMENT METHOD</p> <p>The GGDA plans to appoint a panel of pre-qualified Contractors for a period of thirty-six (36) months. Once appointed, each Contractor/s will be on the panel of Contractors to be contracted when a need arises from the GGDA for any particular infrastructure project. This means that having pre-qualified for and being appointed to the panel and signing a framework agreement, does not automatically guarantee that any member of the panel will be awarded any work by the GGDA during the term of this contract. Members of the panel will be allowed to bid on each project identified by the GGDA in accordance with the terms of the relevant signed framework agreement.</p>	KR
3.15	<p>5. TECHNICAL SPECIFICATION</p> <p>5.1. Regulatory Compliance</p> <p>The service provider is to ensure that all legislation, codes of practice, by-laws, practice notes, standards and statutory requirements are adhered to that includes, but is not limited to the following:</p> <ul style="list-style-type: none"> • Constitution of the Republic of South Africa, 1996 • Preferential Procurement Policy Framework Act 5 of 2000 • Broad Based Black Economic Empowerment Act 53 of 2003 (BBBEE) • Government Immovable Asset Management Act 19 of 2007 (GIAMA) • Public Finance Management Act 1 of 1999 • National Heritage Act 25 of 1999 • National Environmental Management Act 107 of 1998 • Provincial land administration legislation • Treasury Regulations, 2001 • Construction Regulations of 2014 under the Occupational Health and Safety Act 85 of 1993 • Fencing Act 31 of 1963 • National Building Regulations and Building Standards Act 103 of 1977 • GGDA Infrastructure SCM Policy • Framework for Infrastructure Delivery and Procurement Management • South African National Standards • South African Building Standards • Architectural Profession Act 44 of 2000 • Engineering Profession Act 46 of 2000 • Quantity Surveying Profession Act 49 of 2000 • Project and Construction Management Professions Act 48 of 2000 • Planning Profession Act 36 of 2002 • Natural Scientific Professions Act 27 of 2003 • Construction Industry Development Board Act 38 of 2000 	KR
3.16	<p>5.2. Services Specification</p> <p>The successful service provider shall be responsible for the successful execution of works from Stage 5 – Stage 6: -</p>	KR

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3.17	<p><u>Stage 5: Works (Completed works capable of being used or occupied)</u></p> <p>The following is required for completion of the Works stage:</p> <ul style="list-style-type: none"> • Completion of the works is certified in accordance with the provisions of the contract; or • The goods and associated services are certified as being delivered in accordance with the provisions of the contract. <p>Stage 5 is complete when the Works Completion Report is approved, and applicable completion certificates issued.</p>	KR
3.18	<p><u>Stage 6: Handover (Works which have been taken over by user or owner; completed training; record information)</u></p> <p>The following activities shall be undertaken during the handover stage:</p> <ul style="list-style-type: none"> • Finalize and assemble record information which accurately reflects the infrastructure that is acquired, rehabilitated, refurbished, or maintained. • Handover the works and record information to the user organization and if necessary, train end user staff in the operation of the works. <p>Stage 6 is complete when all the Close Out Reports are completed, and Handover/Record Information report is approved by GGDA.</p>	KR
3.19	<p><u>Close-Out (Defects Certificate or Certificate of final completion; Final Account; Close-Out Report)</u></p> <p>The close out stage commences when the end user accepts liability for the works. It is complete when:</p> <ul style="list-style-type: none"> • Record information is archived. • Defects certificate and certificates of final completion are issued in terms of the contract; • Final amount due to the Contractor is certified, in terms of the contract. • Close-Out Report is prepared by the Implementer and approved by the Client Department. <p>Stage 6 is complete when all the Close Out Reports are completed, and Handover/Record Information report is approved by GGDA.</p>	KR
3.20	<p>6. SUBMISSION OF BID PROPOSALS</p> <p>6.1. General</p> <ul style="list-style-type: none"> • Bidders must deliver their proposals in one package. • Ensure that all pages are completed in full and signed by authorised representative(s) of the bidder. The address for delivery of the package is as follows: Gauteng Growth and Development Agency, 124 Main, Marshalltown, Johannesburg. • The outside of the package is to show: <ul style="list-style-type: none"> ✓ Name of Bidder ✓ Description of proposal ✓ RFP Number ✓ Closing date and time 	KR

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	<p>6.2. Recommended sequence of documents for different categories</p> <p>Annexure 1: Mandatory Documents Annexure 2: Administrative Documents Annexure 3: Form1 - Civil Engineering (CE) Annexure 4: Form 2 - Electrical Engineering Works - Building (EB) Annexure 5: Form 3 - Electrical Engineering Works- Infrastructure (EP) Annexure 6: Form 4 - General Building Works (GB) Annexure 7: Form 5 - Mechanical Engineering Works (ME) Annexure 8: Form 6 - Fire Prevention and Protection Infrastructure (SF) Annexure 9: Form 7 - Waterproofing of Basements, Roofs, and Walls Using Specialist Systems (SN) Annexure 10: Form 8 -: The development, extension, installation, repair, removal, alteration, dismantling or demolition of precast concrete or steel fencing (SQ). Annexure 11: Authority of Signatory Annexure 12: Certificate of Tenderer's Compulsory Briefing/Site Clarification Meeting Attendance Annexure 13: Key-Personnel/Management Staff</p>	KR
3.21	<p>NB: For each <u>Form 1 to Form 8</u>, bidder must clearly outline the following as detailed under functionality: -</p> <p>1.1. Bidder Experience 1.2. Personnel Qualification & Experience: - 1.2.1. Site Agent Qualification 1.2.2. Site Agent Experience 1.2.3. Foreman Qualification 1.2.4. Foreman Experience 1.2.5. Safety Officer Qualification 1.2.6. Safety Officer Experience 1.2.7. Contracts Manager Qualification 1.2.8. Contracts Manager Experience</p>	KR
3.22	<p>EVALUATION METHODOLOGY</p> <p>Bids will be evaluated as per evaluation process as stated below. All bidders need to comply with all requirements in order to be considered.</p> <p>The procedure for the evaluation of responsive RFPs will be as follows: -</p> <p>1st on Administrative Compliance 2nd on Mandatory Requirements 3rd on Functionality (as per Form 1 to 8) 4th on Objective Criteria (to assess the bidder's financial capability using financial analysis ratio model)</p>	KR
3.23	<p>1ST STAGE: ADMINISTRATIVE COMPLIANCE</p> <p>Bidder to comply with all the bid document administrative requirements and ensure documents are fully signed where required</p>	KR

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<p>3.24</p>	<p>Administrative requirement to note and adhere to by bidder on their submission</p> <ul style="list-style-type: none"> a) Copy of valid Tax Compliance Status Pin. For Joint-Venture, submit copy of valid Tax Compliance Status Pin for each party. b) Certified copy of a valid and SANAS accredited B-BBEE Certificate. For Joint-Venture, submit a consolidated certified copy of a valid and SANAS accredited B-BBEE Certificate. For Bidders that are either EMEs or QSEs submit a valid original sworn affidavit. For Joint-Venture, submit a valid original consolidated sworn affidavit. The affidavit must be in a format as prescribed by Department of Trade and Industry (DTI). c) Copy of National Treasury Central Supplier Database (CSD) registration report not older than one (1) calendar month before the tender closing date. <p>2ND STAGE: MANDATORY REQUIREMENTS</p> <p>A bidder must fully complete, sign and submit all mandatory returnable documents listed below for compliance, failing which the bidder will be disqualified from further evaluation:</p> <ul style="list-style-type: none"> a) Copy of a <u>valid proof of active Compensation for Occupational Injuries and Diseases Act (COIDA) compliance certificate</u>. NB: For Joint-Ventures/Consortiums, a copy of a valid proof of active COIDA compliance certificate must be submitted for each JV partner, if all partners to JV/Consortium don't submit their COIDA certificates the whole submission will be disqualified. b) Signed JV/Consortium agreement in the case of a Joint-Venture must be submitted with the bid. Document must clearly indicate the leading partner. c) Current and valid CIDB grading or CRS number in accordance with Table 3.3. NB: For Joint-Venture, submit a <u>valid combined CIDB grading</u> designation registration document using the CIDB JV calculator. <p>Note: Failure to submit one or all of the mandatory required documents listed above, will result in disqualification from the bidding process.</p> <p>Note: GGDA reserves the right to verify any document submitted by a bidder.</p>	<p>KR</p>
<p>3.25</p>	<p>3rd STAGE: FUNCTIONALITY</p> <p>This refers to an assessment of the bidder's ability and capacity to undertake projects to be executed under this contract, with reference to the bidder's experience (number of projects completed in CE, EB, EP, GB, ME, SF, SN and SQ categories).</p> <p>Key Personnel Qualifications and Key Personnel Experience will also be evaluated for this purpose.</p> <p>Bidders may appoint sub-contractors as per selected form of contract's conditions and relevant prescripts, to undertake specialist work that is needed to complete the work.</p> <p><u>A total of 125 points per category</u> has been allocated for functionality. In order to qualify, bidders must score a minimum of 85 points on functionality in each discipline they are bidding for.</p> <p>Bidders needs to qualify in each of the categories they submitted for but obtaining or meeting the <u>minimum required threshold of 85 points</u> to proceed to the next stage of evaluation of the tender, of which bidders will be part of the pre-approved panel of contractors and RFQ invitation</p>	<p>KR</p>

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3.26	<p>process will be followed to invite bidders for specific project pricing proposals</p> <p>NB: Bidders that score less than the 85 points thresholds will not be evaluated further, and their proposals shall be disqualified.</p> <p>If all bidders score below the 85 points thresholds, the GGDA reserves the right to cancel the bid and re-advertise or source using other procurement methods.</p>	KR																										
3.27	<p>NOTE: ALL REQUIRED CERTIFIED COPIES MUST BE CERTIFIED WITHIN 3 MONTHS OF THE DATE OF TENDER CLOSURE.</p> <p>Summary of the functionality table</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Description</th> <th style="text-align: center;">Points</th> </tr> </thead> <tbody> <tr> <td>Forms will be used to evaluate each bid category submitted for CE, EB, EP, GB, ME, SF, SN and SQ categories (ensure as bidder you comply to each category you ticked)</td> <td></td> </tr> <tr> <td>FORM 1 TO 8</td> <td></td> </tr> <tr> <td>Bidder's Experience (number of projects completed in CE, EB, EP, GB, ME, SF, SN and SQ categories) – (complete the relevant Form applicable to your area of bidding – see Form 1 until Form 8)</td> <td style="text-align: center;">25</td> </tr> <tr> <td>Qualifications of Key Personnel (Site Agent)</td> <td style="text-align: center;">10</td> </tr> <tr> <td>Qualifications of Key Personnel (Foreman)</td> <td style="text-align: center;">10</td> </tr> <tr> <td>Qualifications of Key Personnel (Safety Officer)</td> <td style="text-align: center;">10</td> </tr> <tr> <td>Qualifications of Key Personnel (Contracts Manager)</td> <td style="text-align: center;">10</td> </tr> <tr> <td>Experience of Key Personnel (Site Agent)</td> <td style="text-align: center;">15</td> </tr> <tr> <td>Experience of Key Personnel (Foreman)</td> <td style="text-align: center;">15</td> </tr> <tr> <td>Experience of Key Personnel (Safety Officer)</td> <td style="text-align: center;">15</td> </tr> <tr> <td>Experience of Key Personnel (Contracts Manager)</td> <td style="text-align: center;">15</td> </tr> <tr> <td>Total points</td> <td style="text-align: center;">125</td> </tr> </tbody> </table> <p>Note 1: Tenderers must take note that the functionality evaluation is divided into two grading designations of 3 – 5 as well as 6 – 9, each with different functionality evaluation requirements as indicated in the forms below.</p> <p>Note 2: A Safety Officer can be used across different nature of works selected by the bidder.</p>	Description	Points	Forms will be used to evaluate each bid category submitted for CE, EB, EP, GB, ME, SF, SN and SQ categories (ensure as bidder you comply to each category you ticked)		FORM 1 TO 8		Bidder's Experience (number of projects completed in CE, EB, EP, GB, ME, SF, SN and SQ categories) – (complete the relevant Form applicable to your area of bidding – see Form 1 until Form 8)	25	Qualifications of Key Personnel (Site Agent)	10	Qualifications of Key Personnel (Foreman)	10	Qualifications of Key Personnel (Safety Officer)	10	Qualifications of Key Personnel (Contracts Manager)	10	Experience of Key Personnel (Site Agent)	15	Experience of Key Personnel (Foreman)	15	Experience of Key Personnel (Safety Officer)	15	Experience of Key Personnel (Contracts Manager)	15	Total points	125	KR
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3.28	<p>➤ Appointment of bidder The appointment will be done as soon as possible after the tender is closed – within the 4 to 6 months after the closing of the tender based on number of submissions received</p>	KS																										
3.29	<p>➤ Bid Closing date: Friday, 9th September 2022 at 11h00, Late bids will not be accepted.</p>	KS																										
3.30	<p>➤ Questions Session All further queries/ questions can be sent to email as provided on the bid document</p> <p>The above email will be unusable after the clarity period as lapsed which will be on the 30th of August 2022</p>	ALL																										
3.31	<p>All questions and answers will be published on website once clarity period has closed</p> <p>Questions and answers during briefing:</p>	ALL																										

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QUESTIONS	ANSWERS	ALL
1. Can one person or that person's CV be allocated to multiple roles they qualify for?	<p>No, only the Safety officer can be used for difference CIDB categories</p> <p>All other categories as per forms provided MUST be different personnel and should the bidder duplicate or submit one person for more than one role that person will not be counted for and will be regarded as not submission done for that role.</p>	
2. Can I choose to submit for more than one category for the CIDB?	<p>Yes, but the category chosen must be clearly marked/selected and ticked and each Form for the respective CIDB category must be submitted.</p> <p>Please bear in mind, you cannot duplicate personnel on those categories.</p>	
3. Can we submit a Purchase Order (PO) instead of an appointment letter, esp. on the panel appointment since the award letter for the panel does not have values	<p>You cannot replace the appointment/award letter, but the bidder needs to attach both the appointment/award letter and the PO (esp. to indicate that they were appointed on the panel)</p> <p>If you were appointed in the panel and the award letter does not have values, you need to submit the POs as the award needs to be supported by values that matches the completion certificates.</p> <p>The appointment/award letters/ POs and completion certificate must be related to the class/category of work bidding for</p> <p>E.g., You cannot put an appointment/award letter for a GB project on a CE category of work</p>	
4. Can we submit one set of administrative work or the returnable bid document even when submission for different or more than one category/class of work	<p>Yes, the company Admin information/bid document can only be one that is signed but were the selection is required, you need to mark clearly for which grading you bidding.</p> <p>Each Form for each category and their respective supporting document must be submitted in fully and clearly marked as technical submission.</p> <p>NB: Bidder must ensure they have the capacity to bid for more than one category or class of the required CIDB grading</p>	
5. Can we submit one set of company required information and the separate forms for GB and CE	<p>Yes, Company administrative document, e.g., you declaration tax, etc can be one document but the GB and CE evidence information submit be separate information and submitted in detail to support your technical evidence required as per each form</p>	

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	<p>6. For 3 to 5 grading. Can the project value be cumulative, for example if I have a project for R250k and R400k can that be added up to be R650k</p> <p>7. If you have a company that has a person doing 5 jobs can that one person be allocated as one resource of all those roles. For example, if one person is the Site manager, contact manager, QS, etc</p> <p>8. What needs to be done with the Site Briefing Certificate</p> <p>9. On the Annual Financials, how many years you are requesting</p>	<p>No, each project awarded must be to a minimum of R650k as a single awarded value</p> <ul style="list-style-type: none"> For Bidders with grading designation of 3 to 5, each project value must be shown to be a minimum of R650 000 or more for the same appointment on any of the above documents, For Bidders with grading designation of 6 to 9, each project value must be shown to be a minimum of R4 000 000 or more for the same appointment on any of the above documents, <p>No, we are looking for bidders that have the capacity to deal with multiple projects and with capacity to be able to deliver. So cannot repeat or submit one person for all the roles. Only the safety officer can be repeated</p> <p>Bidders are requiring submitting the site briefing certificate as signed by the GGDA Project Manager together with the bid.</p> <p>Bidder to submit latest financial statements for the previous 3 years, for financial ratio analysis NB: JV/Consortium – All parties must submit</p>	ALL
	<p>NB: Bidders were urged and reminded to ensure they have signed the “compulsory briefing register and also collected the signed and stamped briefing certificate before they leave.</p>		KS/KR
4	<p>Closing Notes</p> <ul style="list-style-type: none"> Communication in relation to this tender will only be send to the addresses as provide on the briefing register Pay attention to Evaluation Criteria (see details of the evaluation criteria as detailed in the bid document per each Form), as per the various Forms provided. Evidence must be provided as required by each “Form” Minimum of 85 point is based on each Form submitted. Thus, evaluated per category/class of work. NB: Tick/select/mark clearly the CIDB Grading bidding for. If no category selected and bid will be regarded as non-responsive and will not be considered further. Ensure copies are done properly not to miss pages from original document USB information to be a complete replica of the original hardcopy submitted One copy to be submitted with original and USB copy and each Form must have their own supporting technical information Questions for clarity closing – 30th Aug 2022 at end of day Tender closing date and time – Friday, 9th September 2022 at 11h00. Tender Box situated at the 15th Floor of 124 Main Street, Marshalltown, Johannesburg Bidders were reminded to ensure they sign the compulsory attendance register and collect the signed stamped attendance certificate which must be submitted with the bid. JV/Consortiums to pay attention to all JV/Consortiums requirements - have signed agreement in place; JV consolidated CIDB Grading certificate; JV consolidated BBBEE certificate or affidavit that is valid. 		All

BRIEFING SESSION MINUTES

5	<p>Closure of meeting</p> <p>There being no further business the Chairperson declared the meeting closed. The meeting was officially closed at 12h00.</p> <p>  _____ Chairperson </p> <p> _____ Date </p> <p>  _____ Project Manager </p> <p> _____ Date </p>	KS/ KR
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