



Minutes of Site Clarification Meeting



Client : Emalahleni Local Municipality
Project : Klarinet and Siyanqoba Bulk Water Supply
Contract : ELM 18/2020 – Re-Tender
Agenda : Clarification Briefing Meeting
Date : 04 February 2021
Time : 11:00 – 13:00
Venue : Virtual Meeting – Microsoft Teams

Item		Action									
1.	WELCOME										
1.1	The Site Briefing was conducted by Tshego Malebye who welcomed all present.										
1.2	Mr Malebye noted that, as per the tender notice and invitation to tender, attendance of the Site Briefing was non-compulsory due to COVID-19 restrictions.										
2.	ATTENDANCE										
	The signing of an attendance register is not applicable as the briefing is non-compulsory.										
2.1	INTRODUCTION										
2.1.1	<table><tr><td>Employer</td><td>Emalahleni Local Municipality</td><td>E Sedupane / Mr. M Lelaka</td></tr><tr><td>Design Engineer</td><td>Lefatshe Infrastructure Services (Pty) Ltd</td><td>Mr. T Malebye</td></tr><tr><td>Chief Engineer</td><td>Lefatshe Infrastructure Services (Pty) Ltd</td><td>Mr. Masebenza Matyeka</td></tr></table>	Employer	Emalahleni Local Municipality	E Sedupane / Mr. M Lelaka	Design Engineer	Lefatshe Infrastructure Services (Pty) Ltd	Mr. T Malebye	Chief Engineer	Lefatshe Infrastructure Services (Pty) Ltd	Mr. Masebenza Matyeka	
Employer	Emalahleni Local Municipality	E Sedupane / Mr. M Lelaka									
Design Engineer	Lefatshe Infrastructure Services (Pty) Ltd	Mr. T Malebye									
Chief Engineer	Lefatshe Infrastructure Services (Pty) Ltd	Mr. Masebenza Matyeka									
2.2	APOLOGIES										
	Not Applicable										
3.	SCOPE OF THE WORKS										
3.1	This contract is for the construction of a bulk water pipeline from Reservoir Point A towards the existing Klarinet and Siyanqoba Townships in Emalahleni.										

Item		Action
	<p>a) The overall scope of Works entails the installation of 5.8 km of bulk water pipes, sizes varying from 800mm to 1200mm in diameter. The scope applicable for this contract (ELM 18/2020) will be executed in 3 Phases and a summary of the works is as follows:</p> <ul style="list-style-type: none"> • Phase 1: 1115m length of 1100mm diameter GRP Pipes and 535m length of 1200mm diameter GRP Pipes (includes pipe jacking) • Phase 2: 2070m length of 800mm diameter GRP Pipes • Phase 3: 2089m length of 800mm diameter GRP Pipes <p>Total Length of Pipes Installed: 5800m including chambers and fittings.</p> <p>The detailed scope of works is indicated in Part C3 of the tender document.</p> <p>3.2 The Engineer indicated that:</p> <ul style="list-style-type: none"> • The project will be implemented as a multi-year contract with a maximum of 3 phases which can be adjusted subject to availability of funding. An instruction to proceed with a phase/s will be issued by the Employer as and when required. <p>4. TENDER DOCUMENTS</p> <p>4.1 Document layout –</p> <p>Compliant to CIDB standards of uniformity.</p> <p>4.2 Availability –</p> <p>Tender documents were made available through the Emalahleni Local Municipality website (www.emalahleni.gov.za) on 03 February 2021 as per the Tender Notice.</p> <p>4.3 Quantities –</p> <p>A Schedule of Quantities are included in the tender document in Part C2.2, and are available in electronic format at the tenderer's request.</p> <p>4.4 General Conditions of Contract –</p> <p>The <i>General Conditions of Contract for Construction Works, Third Edition (2015)</i>, published by the South African Institution of Civil Engineering, is applicable to this Contract.</p>	

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4.5	CIDB Requirements – The tender requires a CIDB Contractor Grading designation of 7 CEPE or 8 CE or higher.	
4.6	Standard Specifications – The <i>Standard Specifications for Construction Civil Engineering Works</i> is SANS 1200 (Latest Edition)	
5.	TARGETED PROCUREMENT	
5.1	The evaluation of the bid will be based on Price and Preference as per Section T1.2 Tender Data, the ratio of which shall be 90/10. Preference is based on the construction sector scorecard and the tenderer's B-BBEE Status Level Certificate.	
5.2	The preferential procurement of subcontracting 30% of the total contract amount as indicated in Section C3.3 (Procurement) of the tender document should be adhered to ensure compliance with the contract.	
6.	PROGRAMME	
6.1	Tender Closing –	
	The close date and time of tender is as follow: Closing Date: 26 February 2021 Closing Time: 11:00 Particulars regarding the submission of tenders appear in Part T1.2, C.2.13.5 of the tender document.	
6.2	Anticipated Commencement Date –	
	The anticipated commencement date is June 2021, latest. Should there be a need to extend the validity period, the Employer will communicate accordingly.	
6.3	Time for Completion –	
	The time for achieving Practical Completion, including the 28 days allowance for finalization of documentation in terms of Clause 5.3.2 and Clause 5.3.3, will be as follows: <ul style="list-style-type: none"> • Phase 1 – 354 days • Phase 2 – 355 days • Phase 3 – 356 days Total Project Duration is 1074 days	

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6.4	<p>The duration is indicated in the contract data Part C1.2 (Clause 1.1.1.14) of the tender document. The phases are set in series i.e. no interdependence. The actual implementation of the phases might overlap over the duration of the project.</p> <p>Construction Programme and Cash Flow –</p> <p>The contractor must submit a programme indicating how the works will be executed and a corresponding monthly cash flow.</p>	
7.	<p>FEATURES REQUIRING SPECIAL ATTENTION</p>	
7.1	<p>Returnable Schedules and Compulsory Documents –</p> <p>Included in Part T2 and T1.2 Clause 2.23 of the tender document.</p> <p>All the returnable schedules and compulsory documents should be submitted by the closing date to avoid delays in the evaluation of bids.</p>	
7.2	<p>Access to Site and Camp –</p> <p>Access to site will be given to the successful entity once all the relevant documentation has been submitted.</p> <p>The camp site will be selected by the ELM (Client) together with the Ward Councillor.</p>	
7.3	<p>Ground and Subsoil Conditions –</p>	
7.3.1	<p>A detailed geotechnical report for the project is included as Annexure I of Part C5 – <i>Relevant Documentation</i>.</p>	
7.4	<p>Survey and Setting Out –</p>	
7.4.1	<p>The survey and setting out information will form part of the construction drawings.</p>	
7.5	<p>Bedding and Borrow Materials and Spoil Sites –</p>	
7.5.1	<p>Trenching</p> <p>Bedding material will be in accordance with project specification. The BoQ has provisionally measured the anticipated materials. There is no allowance for borrow pits. The importing of commercial sources will be subject to the approval by the engineer.</p>	
7.5.2	<p>The contractor shall make his own arrangements for a spoil site.</p>	

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7.6	<p>Construction Power and Water</p> <p>The Contractor must arrange with Emalahleni Local Municipality for the temporary supply of water and electricity for construction purposes. The municipality prefers contractors to source suitable water for construction from nearby streams to reserve scarce potable water for residential consumption.</p> <p>Should the Contractor use potable municipal water for consumption or electricity, the Contractor must obtain approval to do so from the municipality and keep a record of Municipal water or power usage during construction and ensure that all associated costs are paid to the local authority.</p>	
7.7	<p>Concurrent Construction Activities</p> <p>The engineer indicated that the appointed civil contractor must coordinate their construction activities with other contractors who will concurrently do construction work near the site linked to this contract.</p>	
7.8	<p>Existing Services</p> <p>The engineer indicated that there are existing services particularly in Christiaan de Wet road has other services like electric cables, fibre, stormwater pipes, etc. Provision for the protection of these services is made in the bill. Extra precaution should be taken working in these servitudes. Before the commencement of any works, the successful contract will be required to setup a meeting with potentially affected service providers for them to indicate the location of their services.</p>	
7.9	<p>Workmanship and Quality Control</p> <p>As per the standard specifications.</p> <p>The engineer indicated that the quality control and quality management remain the responsibility of the contractor during the execution of the works.</p>	
7.10	<p>Security</p> <p>The appointed contractor must provide security for the site for the duration of the construction period.</p>	
7.11	<p>“As-built” drawings</p> <p>During the execution of the works, the appointed contractor must provide the resident engineer with as-built information on a regular basis. Additionally, all the as-built information should be submitted and completed before practical the completion certificate is issued.</p>	

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7.12	<p>Wayleaves</p> <p>The wayleaves will be provided to the successful bidder prior to the commencement of the project.</p>	
7.13	<p>Environmental Management Plan –</p> <p>The Contractor shall comply with all the conditions of the EMP and ROD included in Section C4 & C5</p>	
7.14	<p>Health and Safety Plan –</p> <p>Health and safety specification is bound into the tender document to enable the contractor to price. The contractor must provide for the Health and Safety Plan for his entity and that of subcontractors, including adhering COVID 19 requirements.</p>	
8.	<p>ADDENDUMS TO TENDER</p> <p>Any amendments will be communicated to the bidders through Addendum via the Emalahleni Local Municipality tender bulletin website.</p>	
9.	<p>DETAILED SITE INSPECTION</p> <p>All attendees are welcome to visit the site at their convenience. Strict adherence to covid-19 safety regulations must be observed at all times. The Employer will not accompany any contractor on site for a detailed inspection.</p>	
10.	<p>QUESTION PERIOD</p>	
10.1	<p>Q1: Why was the tender re-advertised, whilst there was an extension of validity period?</p> <p>A1: The Chief Engineer mentioned that he was not aware of any extension of validity that was issued and will request the municipality to investigate the matter.</p>	
10.2	<p>Q2: Could you please email the electronic bill of quantities in excel format?</p> <p>A2: The bill of quantities will be emailed to the bidders upon request.</p>	
10.3	<p>Q3: Will the project run over the 3 years?</p> <p>A3: Yes, the project has three phases of which each phase is 12 months long and are expected to run concurrently.</p> <p>Q4: What is the email address to request the electronic bill of quantities?</p>	

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10.4	A4: The bidders can request for the excel format of the BoQ from the Employers Agents email in the tender document which is, tenders@lefatsheinfra.co.za	
10.5	<p>Q5: Does the evaluation criteria for the firm experience include other water projects such as water treatment works?</p> <p>A5: No, the water project refers to pipeline projects. An addendum will be issued to clarify the type of project required to obtain points.</p>	
10.6	<p>Q7: Volume 2 of the tender document is not downloadable from the website.</p> <p>A7: The issue will be raised with the Municipality's IT department to rectify.</p>	
11.	<p>SIGNING OF CERTIFICATES</p> <p>Signing of the Site Attendance Certificate will not be applicable</p>	
12.	<p>CLOSURE</p> <p>Mr. Matyeka thanked all for attending and declared the meeting closed at: 11:43, 04 February 2021.</p>	