

UGU DISTRICT MUNICIPALITY

NOTICE OF MEETING

Tender Briefing: CONTRACT NO: UGU-07-1659-2024 PANEL FOR PERFORMANCE EVALUATION, SUPPLY AND DELIVERY OF CHEMICAL COAGULANTS AND SPECIALIZED HANDLING EQUIPMENT FOR WATER AND WASTEWATER TREATMENT WORKS FOR A PERIOD OF THIRTY-SIX

Held on the 1st of March 2024 at Oslo Beach Phase 2 at 10:00am.

MINUTES

1.	NOTICE OF MEETING The notice of the meeting was taken as read.										
2.	OPENING AND WELCOME Mr S Tenza (Chairperson) welcomed all members to the meeting.										
3.	ATTENDANCE As per briefing register										
4.	PURPOSE OF THE MEETING										
5.	APPLICATIONS FOR LEAVE OF ABSENCE No apologies were tendered.										
6.	CONFIRMATION OF AGENDA Purpose of the site briefing was outline by chairperson and objective of the contract on tender.										
7.	MATTERS FOR DISCUSSION Confirmation of tender functionality requirement: Five functionality requirements as per tender advert were outlined in detail include score allocation of points for each i.e.: <table><tr><td>• Experience of the bidder</td><td>20 points</td></tr><tr><td>• Relevant Qualifications of Personnel</td><td>15 points</td></tr><tr><td>• Experience of Sales Manager</td><td>5 points</td></tr><tr><td>• Products Performance Evaluation</td><td>15 points</td></tr><tr><td>• Chemical Manufacturing Facility Management System</td><td>15 points</td></tr></table> It was explained the reason for strict functionality was since the chemical will be used to treat water to potable standard and to ensure plant performance compliance at all the time.	• Experience of the bidder	20 points	• Relevant Qualifications of Personnel	15 points	• Experience of Sales Manager	5 points	• Products Performance Evaluation	15 points	• Chemical Manufacturing Facility Management System	15 points
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It was emphasized that laboratory accreditation is required for testing of metals after jar testing. Certification for manufacturing facility is for the site where chemicals are manufactured or supplier.

Clarity was sought on a breakpoint coagulation and overdosing impact on metal concentration. Metal to be tested where confirmed to be Iron, Mn, Aluminium. Jar Test procedure was agreed it will be emailed to all the bidders.

Compulsory Pretender process

Phase 1 pre-tender process was emphasized to be noted and must be completed by the 15th of March 2024 and that all bidders are required to attend site inspections at the agreed dates per site where water samples will be collected by all bidders to ensure water of same quality is collected for trials. It was emphasized that no one will be allowed to go on site after the agreed dates per site.

All bidders were referred to page 30 for confirmation of dates for site visits which will be agreed on at the time of briefing.

The design capacity of Bhobhoyi WTW and Umthavuna WTW were confirmed and corrected to 81 MLD and 30 MLD respectively. Weza and Harding WTW was confirmed that it must be tendered for regardless being included on Umngeni-Uthekela Water Contract.

KwaLembe, KwaNdelu WTW will be included for trial but will be tendered for using Vulamehlo chemicals as the quality and treatment requirements will be the same. Margate WWTW will also be removed for sludge trial and Umbango will be used for trials. Site visits dates were confirmed with all the bidders on the site briefing as follows:

Site	Area	Design Capacity (MLD)	GPS Coordinate	Proposed Dates and time for site briefing meeting
Bhobhoyi WTW	South	54 81	30°44'08.7"S 30°23'35.0"E	05/03/2024 10:00 – 11:00
Umthavuna WTW	South	20 30	30°53'35.9"S 30°08'58.8"E	07/03/2024 09:00 – 10:00
Weza WTW	Southwest	6	30°37'28.8"S 29°46'09.5"E	07/03/2024 14:00 – 15:00
Harding WTW	Southwest	1.2	30°35'03.1"S 29°52'30.8"E	07/03/2024 12:00 – 13:00
KwaLembe WTW	North	0.75	-	
Vulamehlo WTW	North	5.5	30°19'37.9"S 30°19'51.9"E	11/03/2024 09:00 meet at Parkrynie offices
KwaNdelu WTW	North	1.4	-	
Umbango WWTW	South	11.5	30°44'47.4"S 30°26'15.0"E	05/03/2024 12:00 – 13:00
Margate WWTW	South	8	30°51'02.3"S 30°21'50.6"E	

Meeting point for Vulamehlo will be Parkrynie offices and convoy to Vulamehlo plant; contact details for supervisor were shared with bidders. Bidders were advised to take enough samples per site preferable 25 lt to avoid instances where a bidder must go back to site to resample. Plant performance information must be noted and for wastewater a sludge recycle stream must be sampled. The mixing for the trial was emphasized that it must be kept at **100 rpm for flash mixing** and 40 rpm for slow mixing.

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Pricing Schedule

Bidders were referred to page 36 line 3.

"A contractor may choose to price all items in the Pricing Schedule of sections relevant to their expertise. Where items in the Pricing Schedule are not the Suppliers expertise, N/A must be filled in under those items.

Items against which Nil or zero is entered will be considered fully priced and the Tenderer shall provide the items in question specified at a zero or a nil price."

Bidders were encouraged to tender for all items since it is a panel to ensure consistency and fairness.

Rates must be tendered for over three years to allow escalation.

Pricing schedule from Page 37 was outlined. Pricing must be market related. Delivery must be priced per 1 km.

Coagulant to be tendered for both primary and secondary; supply of secondary coagulant will be determined by water quality and duration thereof.

Page 39 there were discrepancies were noted and agreed that an addendum will be prepared since it affects the pricing schedule.

GENERAL

Proper market research must be done to ensure aligned bidding and pricing.

It was noted there were no discussions under general.

CLOSURE

There being no further items for discussion the meeting was declared over at 11:15.



MR S TENZA
CHAIRPERSON