

CLARIFICATION MEETING FOR TENDER NUMBER

MWP1756GX

DATE: 5 DECEMBER 2022

VENUE:

MS TEAMS



ENQUIRY / TENDER DESCRIPTION

- 1. Supply and delivery of three (3) LPG plates and one (1) Electric plate hybrid cooking stoves, LPG Heaters with 9KG LPG Cylinders x 2;**
- 2. Supply, deliver and install ceiling insulation (SPF and Ceiling boards), electrical wiring and;**
- 3. Asbestos removal and disposal for Air Quality Offset Project on and “as and when required basis” in the Sivukile settlement in Mpumalanga (Gert Sibande District Municipality) for a period of 18 Months for houses up to one thousand one hundred and sixty (1160).**

To assist the Tenderers to understand :

- the requirements of this tender
- evaluation process & phases
- Question and answer session

- **Eskom Representative** : **Masabata Mphomane**
- **E-mail** : **Mphomam@Eskom.co.za**
- **Landline** : **+27 11 800 6209**
- **Enquiry closing Date** : **12 December 2022**
- **Enquiry closing time** : **10:00 am (SAST)**
- **Enquiry Price** : **Free of Charge**

The place for delivery of the tenders is the Eskom Tender Box, situated at the following delivery address:

**Tender Office
Retail Centre
Megawatt Park
1 Maxwell Drive
Sunninghill Sandton
(Northside of Megawatt Park)**

The tender/proposal shall be submitted as follows:

- ❖ One (1) complete original file;
- ❖ One (1) complete identical hard copy of the original file;

Where a tenderer does not submit an original tender and one complete hard copy of the original tender at the tender deadline, **the tenderer will be disqualified.**

The original and hard copy of the tender must be clearly divided into the following sections:

- Commercial (As per Commercial Tender Returnables)
- Financial (Pricing & NEC as per Pricing Tender Returnables)
- Technical (As per Functionality/Technical Tender Returnables)
- Contractual Requirements (SHEQ, Financial Audited statements , & SDL&I Undertaking Tender Returnables)

- ❖ Mandatory Pre-qualification : EME Level 1 only
- ❖ Clarification of additional queries is 5 working days prior closing date
- ❖ No late tenders will be accepted
- ❖ No correction fluid to be used on the enquiry document
- ❖ The conditions of contract will be the NEC3 :
 - a. Engineering & Construction Contract (ECC3) for full scope of work ; and
 - b. Term Service Contract (TSC3) for Project Management Office (PMO)

Note: one supplier will not be awarded for both contracts

- ❖ Tender documents must be downloaded from advertising platforms, no documents will be sent to suppliers under any circumstances.
- ❖ Tender documents must be tamper proof and secured

Please note that queries should always be sent in writing to the email address stipulated in the Invitation to Tender. Please do not address questions to any Eskom email addresses of persons you may know working for Eskom. No telephone calls will be accepted for queries regarding this tender.

A responsive tender will be evaluated using 5 step **evaluation method** :

1. Commercial Evaluation/Basic Compliance , including CIDB requirements
2. Prequalification - SDL&I: BBBEE (EME L1) only
3. Functionality – Technical Mandatory Requirements
4. Price
5. Contractual Obligations
 - 5.1 Financial analysis
 - 5.2 SHEQ
 - 5.3 SDL&I obligations

BASIC COMPLIANCE

Failure to:

1. submit a complete original tender and a copy of the original tender,
2. meet eligibility criteria (meet pre-qual requirements)
3. submit mandatory tender returnables for evaluation, or
4. provide a Central Supplier Database (CSD) number (MAA...)
5. Compliance with Tender CIDB requirement of ME3 / GB3 CIDB grading
6. Incomplete tender will render the submission as “non-responsive” and **will be disqualified** from further evaluations.

FUNCTIONALITY

The evaluation criteria applicable for this transaction under functionality criteria is on the attached

Criteria:	Weight
Technical/Functionality	100%
Overall minimum threshold for qualification	100%

The tenderers will be evaluated in accordance to PPPFA regulations of 2017 where the tenderers will be allocated points as per 80/20 or 90/10 preference point system below:

	POINTS
PRICE	80/90
B-BBEE STATUS LEVEL OF CONTRIBUTOR	20/10
Total points for Price and B-BBEE must not exceed	100

Note:

- Suppliers that utilize their own price list for tender submission , adding or removing items /activities from the supplied price list will be disqualified.
- No clarification will be done on pricing after tender submission deadline/ during evaluations (be it telephonically or in writing)
- Tendered prices must be strictly be exclusive of VAT and will be evaluated as such.
- Total of the (offer) tendered price must add to the breakdown of price list.

- Contractual requirements means the suppliers will submit the tender returnable during the tender close-out. The evaluation will take place once the mandatory and Functionality evaluation have been completed. Only the shortlisted suppliers who passed mandatory and functionality evaluation threshold will be evaluated. The suppliers will be given only **ONE** opportunity to submit the outstanding documents within 7 working days. Failure to submit the outstanding documents within the stipulated time; may result in the tenderer being regarded as non-responsive and ineligible for contract award.

In the event that there are further documents that are required during execution of the contract, these must be made contractual conditions and compliance thereto must be managed in terms of the contract. The SHEQ tender requirements will be communicated in the invitation to tender document and the SHEQ supporting documents will be published in the market.

The following requirements will be requested with the tender for Contractual requirements:

3 years audited financial statements for financial analysis
SHEQ (Safety, Health, Environment and Quality)
SDL&I obligations

Contractual Requirements will be applied after evaluation and will be linked to contract award

NB: The above are pre-requisites for contract award

- All tenders **must** be in local currency i.e. ZAR
- A preferred minimum of 15% of the total agreement value is to be fixed when a CPA formula applies.
- Preferred local index list

Eskom hereby reserves the right to negotiate the CPA basket with the short listed supplier.

LESSONS LEARNT / COMMON MISTAKES



Common mistakes by suppliers responding to Tenders

Requirements on the Request For Proposals

- Invitation to Tender have **mandatory requirements for evaluation** and mandatory requirements for contracting. **Mandatory requirements for evaluation** should be submitted with the tender documents by the closing date otherwise the tender is non-responsive and it is not evaluated

Common Mistakes by tenderers

- Submitting only one original copy of their proposal and not an original and a copy (two files) as required
- E-mailing the tender documents to the Eskom representative. Tenders have to be submitted as a file to the tender office
- Submitting documents that are not signed as well as submitting incomplete/not completed documents
- Submitting documents that are not relevant to the tender while omitting to submit the mandatory documents
- Tenderers submitting documents in formats that are different to the ones issued in the RFP. This may lead to errors in the re-created templates
- Tenderers not supplying mandatory documents for one enquiry because they had already submitted the information in another RFP when responding to multiple tenders
- Not checking the tender bulletin regularly for updates. The RFP's are updated from time to time before closing date and the tenderer should ensure they check for any updates before the closing date
- Sending clarification questions after the deadline has passed (deadline is 5 days before tender closure)
- Submitting tenders after closure time. Tenders close exactly on the time indicated in the RFP.
- Tenderers not attending clarification meetings(although they are not compulsory)

- Ring binders should not be used:
 - ✓ Pages may be removed
 - ✓ Pages tend to come loose from the binding during the stamping and handle process



The pages are
not secure and
punched

- Lever Arch Files should not be used:
 - ✓ Pages may be removed
 - ✓ Tender Document is not tamper proof
- File fasteners pose a safety risk when handling tender documents



Suppliers to ensure that :

Tender documents are tamper proof - to ensure that no pages may be removed or added during the evaluation and handling process

That the Tender document will be secure throughout the tender handling process

That the Tender document is reasonably sized and secure - to enable stamping and the handling process is smooth and efficient

Tender documents are sealed with binding tape to ensure that the documents are safe to handle as well as tamper proof

NB: there are multiple sections that make request for the same certificates (eg COID) Please provide copies of this requirement in each section. As they are bound separately and will be evaluated independently

Tamper Proof Binding of Tender Documents





THANK YOU