

BREED VALLEY MUNICIPALITY

BID BV 1048/2023

PROFESSIONAL SERVICES FOR ENVIRONMENTAL IMPACT ASSESSMENTS (EIAs)

MINUTES OF BID CLARIFICATION MEETING HELD ON WEDNESDAY, 27 OF SEPTEMBER 2023 AT 10:00, MUNICIPAL OFFICES, 30 BARING STREET, COUNCIL CHAMBERS, WORCESTER

1 ATTENDANCE

1.1 PRESENT
See attendance register, attached.

1.2 APPOLOGIES
None

1.3 ABSENT
None

1.4 WELCOME

1.4.1 Mr Jaco Steyn welcomes everybody present at the Bid Clarification Meeting of above- mentioned tender.

1.4.2 Attendance register, attached.

1.5 THE BID

1.5.1 Bid BV 1048/2023 is for the appointment of Professional Services for the Environmental Impact Assessments (EIAs) for (1) Uitvlug Industrial Zone and (2) Somerset Park Residential Development at Worcester to the BREED VALLEY MUNICIPALITY.

1.5.2 General discussion of the BID Document takes place and specific items were highlighted.

1.5.3 Due to various reports received of road closures in the Western Cape area, management has decided that the clarification meeting scheduled for the tender BV 1048/2023: Professional Services for Environmental Impact Assessments (EIAs) will not be compulsory. Therefor a link was be created and made available to all bidders whom has requested tender documents. In addition, the minutes and recording of the clarification meeting will be circulated to all bidders to whom tender documents were issued.

1.5.4 Tender offers, in properly sealed envelopes and clearly marked on the outside with the corresponding bid number and description, must timeously be placed in the tender box at **Breede Valley Municipality, Credit Control Offices, 53**

Action

Baring Street, Worcester, by not later than 11h00 on Friday, 20th of October 2023. Telephonic, telegraphic, telex, facsimile, electronic or e-mailed, bids will not be accepted. If the bid is late, it will not be accepted for consideration.

Action

- 1.5.5 The Employer's Agent is:
 Name : Directorate Engineering Services, Breede Valley Municipality.
 Address : Private Bag X 3046, Worcester, 6849
 Attention : Mr J.A. Steyn
 Tel : 023 348 2802 Fax : 023 348 2709
 e-mail : jsteyn@bvm.gov.za
- 1.5.6 Tender evaluation method - Tenders will be evaluated in two stages – firstly eligibility will be assessed, where-after all responsive tenders will be evaluated in accordance with the approved Preferential Procurement Policy of Breede Valley Municipality. The 80/20 point system will be used for evaluation of the tender.
- 1.5.7 Only those tenderers who satisfy the following eligibility criteria prior to the submission of the Tender Offer are eligible to have their tenders evaluated:
- a) The tenderer must have a full time occupied and equipped office within the Republic of South Africa or must be able to demonstrate their ability to open a full time occupied and equipped office within the Republic of South Africa.
 - b) The office must have the following key personnel in permanent full time employment to provide the required service:
 - A Registered Environmental Assessment Practitioner (EAP) as defined in section 1 of the NEMA Act, 1988 (Act No. 107 of 1998) who is a Person Registered with an appointed registration authority contemplated in section 24H of the NEMA Act, 1988 (Act No. 107 of 1998) with at least ten (10) years verifiable post graduate experience in the provision of studies for environmental impact assessment. The person must verify competence through experience and post graduate qualification and/or completion of relevant courses. *Note 1*

Note 1 The tendered shall enter all data pertaining to Personnel including titles, job description, qualification and estimated periods of engagement on the performance of the Service in Schedule 1D: Personnel Schedule, as listed in Part T2: Returnable Documents.

Joint ventures are eligible to submit tenders provided that:

- a) the lead partner must have a full time occupied and equipped office within the Republic of South Africa or must be able to demonstrate their ability to open a full time occupied and equipped office within the Republic of South Africa. that all of the abovementioned eligibility requirements are met.

that all of the abovementioned eligibility requirements are met.

1.5.8	All returnable schedules under Part T2 must be duly completed and submitted with the tender submission. Failure of a tenderer to complete and sign the returnable schedules will invalidate the tender.	<u>Action</u>
1.5.9	Part C1.1: The Tender Form (Form of Offer by Tenderer) shall be completed and signed by the tenderer. Failure to properly complete and sign the Tender Form of Offer shall lead to disqualification of the tender.	
1.5.10	The Period of Performance is approximately 30 months, included public holidays and year end break commencing from February 2024 and ending on 30 June 2026.	
1.5.11	The Start Date is within two weeks (14 days) after receiving a formal Letter of Final Award.	
1.5.12	The Service Provider is required to provide Professional Indemnity Insurance of 2 x the total Contract Price in respect of each and every claim during the period of insurance. The minimum cover shall remain effective for the full contract period. Proof of insurance must be submitted with the tender, appended in Part T2.2: Returnable Schedules.	
1.5.13	<p>The Tenderer shall enter a unit rate against each item in the schedule of quantities, whether quantities are stated or not.</p> <p>The Tenderer may not group items together and tender one lump sum for such group of items. The Tenderer also may not indicate against any item that full compensation for such item has been included in another item. A rate of R0-00 shall be assumed for such items.</p>	
1.5.14	The schedule of quantities is set out in two parts. Part 1 covers the anticipated Works: Scoping and Environmental Impact Report (EIR) for the Uitvlug Industrial Zone and Part 2 covers the anticipated Works: Basic Assessment (BA) for the Somerset Park Residential Development at Worcester.	
1.5.15	General discussion of the BID Document takes place and specific items were highlighted. See power point presentation, attached.	
1.5.16	No Town Planners appointed for this project. BVM will provide inputs where required. An Urban Vision document for the Uitvlug Land earmarked for Industrial Development has been prepared (Compiled by former Aurecon South Africa (Pty) Ltd, 29 June 2018) and attached under Part C3.3: Reports of this document.	
1.5.17	Over and above the provisions under this contract, Project Management will be provided by the Employer's Agent.	
1.5.18	Specialist studies as indicated under the relevant sections of the schedule of quantities must be provided. Should any additional studies be required, the bidder may qualify its' tender. See Returnable Schedule 1G: Proposed Amendments and Qualifications. The Tenderer's attention is drawn to clause C.3.8 of the Standard Conditions of Tender referenced in the Tender Data regarding the Employer's handling of material deviations and qualifications.	

1.6 GENERAL

- 1.6.1 The minutes of clarification meeting and other correspondence will be circulated by supply chain management unit to all bidders to whom tender documents were issued.
- 1.6.2 We thank you for making the time available to attend the clarification meeting and site visit.
- 1.6.3 The meeting adjourned at 10h 50.

1.7 APPROVAL

J.A. STEYN
EMPLOYERS AGENT
DIRECTOR ENGINEERING SERVICES

27/09/2023
DATE

NAME OF TENDERER

____/____/____
DATE

SIGNATURE OF TENDERER

BID CLARIFICATION MEETING

BID BV 1048/2023

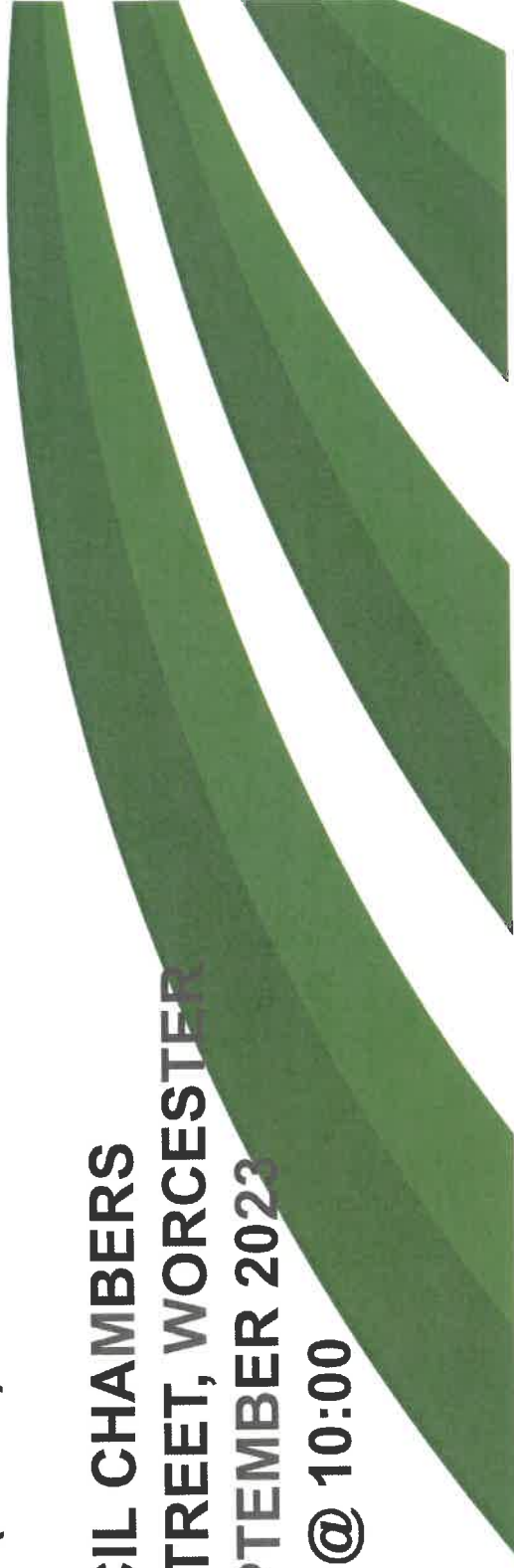
PROFESSIONAL SERVICES FOR ENVIRONMENTAL IMPACT ASSESSMENTS (EIAs)

**COUNCIL CHAMBERS
30 BARING STREET, WORCESTER
27 SEPTEMBER 2023
@ 10:00**



BREED VALLEY
MUNICIPALITY • MUNICIPALITEIT • UMASIPALA

A caring valley of excellence





2. BID NOTICE AND INVITATION TO TENDER

Registered Environmental Assessment Practitioners are invited to submit bids for the Environmental Impact Assessments (EIAs) for

- (1) Uitvlug Industrial Zone and
- (2) Somerset Park Residential Development at Worcester to the BREEDE VALLEY MUNICIPALITY.

- Clarification meeting - Wednesday, 27 September 2023 @ 10:00
- Tender Closing Date - Friday, 20 October 2023 @ 11:00,
Breede Valley Municipality, Credit Control Offices,
53 Baring Street, Worcester
- Tender Validity Period – 12 Weeks (until 12 January 2024)






3. ELIGIBILITY

Only those tenderers who satisfy the following eligibility criteria prior to the submission of the Tender Offer are eligible to have their tenders evaluated:

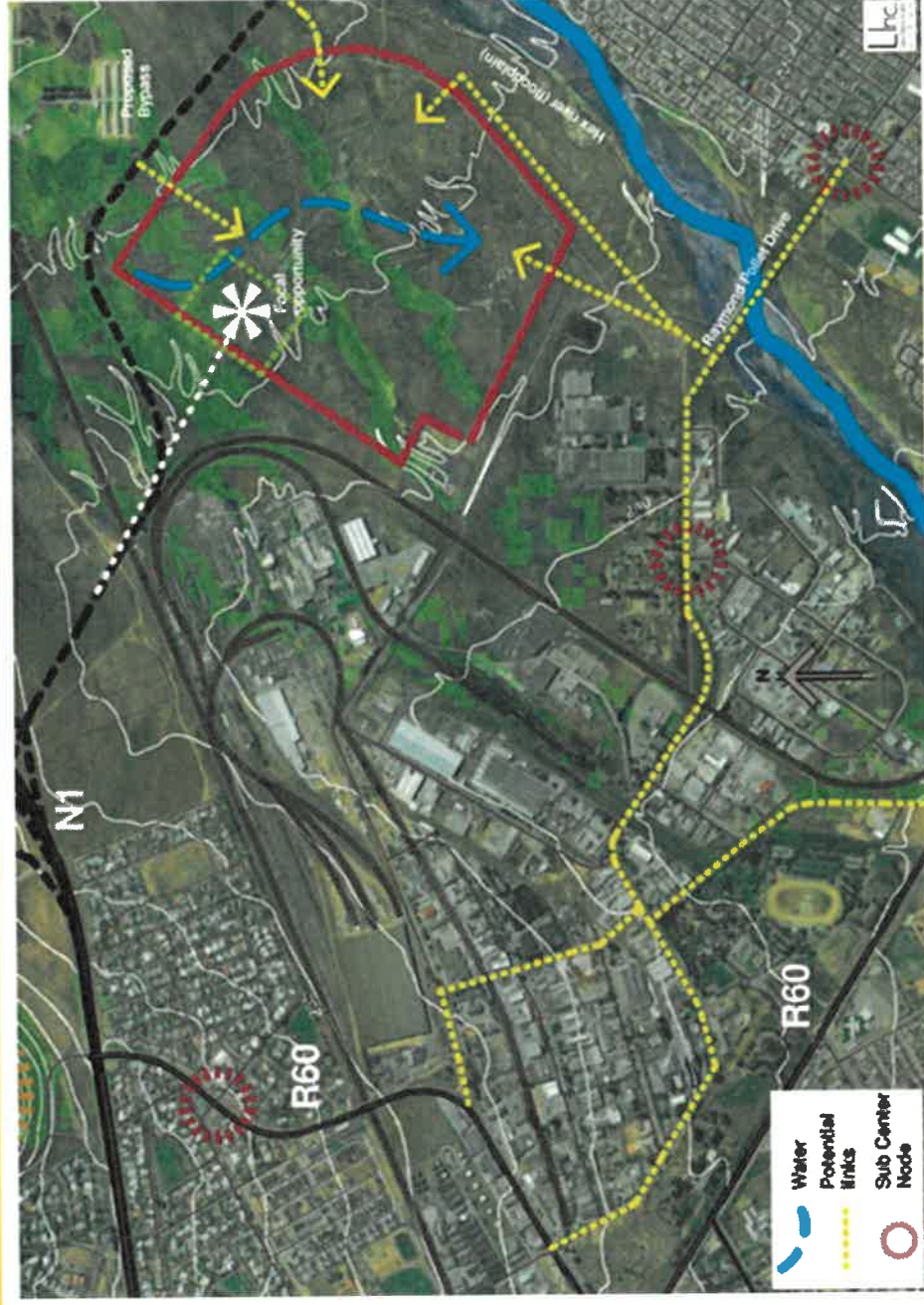
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- b) The office must have the following key personnel in permanent full-time employment to provide the required service:
 - **A Registered Environmental Assessment Practitioner (EAP)** as defined in section 1 of the NEMA Act, 1988 (Act No. 107 of 1998) who is a Person Registered with an appointed registration authority contemplated in section 24H of the NEMA Act, 1988 (Act No. 107 of 1998) **with at least ten (10) years verifiable post graduate experience** in the provision of studies for environmental impact assessment. The person must verify competence through experience and post graduate qualification and/or completion of relevant courses. Note 1

*Note 1 The tendered shall enter all data pertaining to Personnel including titles, job description, qualification and estimated periods of engagement on the performance of the Service in **Schedule 1D: Personnel Schedule**, as listed in Part T2: Returnable Documents.*

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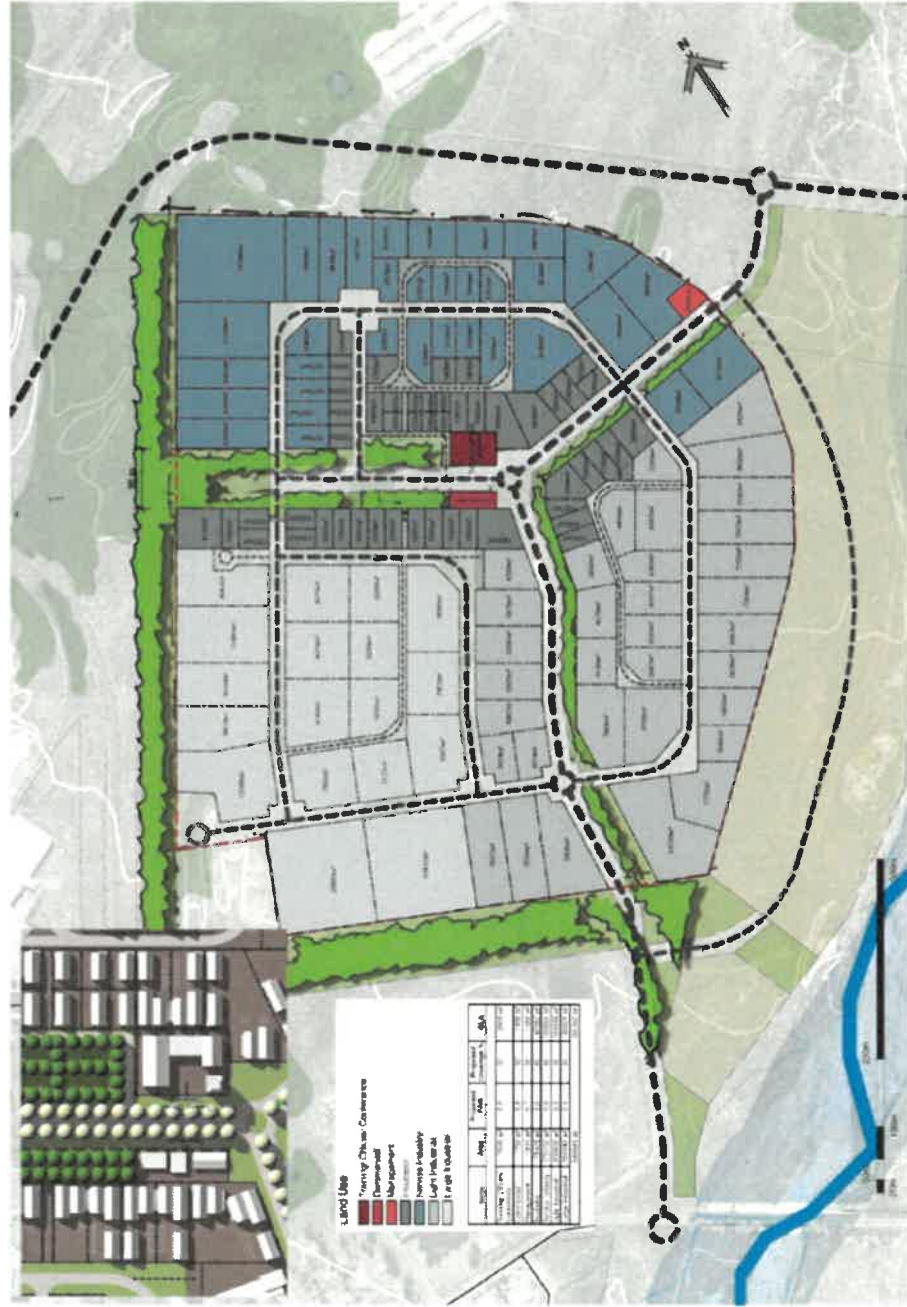
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5. PROPOSED LAYOUT UITVLUG INDUSTRIAL ZONE DEVELOPMENT





6. UITHVUG INDUSTRIAL ZONE DEVELOPMENT





7. UITVLUG INDUSTRIAL ZONE: SCOPE OF WORKS DEVELOPMENT

The Client's objective is to develop an industrial zone development.

- The proposed development will cover an area of approximately 84,4ha.
- Indigenous vegetation types such as Breede Alluvium Renosterveld, Breede Alluvium Fynbos and Robertson Karoo vegetation are expected to be present within the study area.
- The site is located within the urban area of Worcester.
- Bulk Services to be provided to the development (Water supply pipeline, outfall sewer, stormwater, access roads, electricity, etc).

An Urban Vision document for the Uitvlug Land earmarked for Industrial Development has been prepared (*Compiled by former Aurecon South Africa (Pty) Ltd, 29 June 2018*) and attached under Part C3.3: Reports of this document.

Proposed site layout (GPS Co-ordinates 33°37'59.43"S 19°29'21.91"E) of the development is indicated under Part C3.2 Drawings of this document.

Due to the nature and extend of this development the process to be followed is in the form of **Scoping / Environmental Impact Report (EIR)**.





9. PROPOSED LAYOUT : SOMERSET PARK RESIDENTIAL DEVELOPMENT





10. SOMERSET PARK RESIDENTIAL DEVELOPMENT AT WORCESTER : SCOPE OF WORKS

The Client's objective is to develop 29 residential erven at Somerset Park.

- The proposed development will have a development footprint of approximately 3ha.
- Indigenous vegetation types such as Breede Alluvium Fynbos and Robertson Karoo vegetation are expected to be present within the study area.
- The site is located within the urban area of Worcester.
- A Non-perennial river is present on the site.

Preliminary site layout (GPS Co-ordinates 33°38'12.83"S 19°25'33.56"E) have been prepared by the Breede Valley Municipality and attached under Part C3.2 Drawings of this document.

Due to the nature and extent of this development the process to be followed is in the form of a **Basic Assessment (BA)**.



11. TIMELINE

ASPECTS	FEEDBACK																
1. Process	1. Procurement of Professional Services for the Environmental Impact Assessments (EIAs)																
2. Current status	Bid BV 1048/2023: Procurement of Professional Services for the Environmental Impact Assessments (EIAs)																
3. Timeline	<table><tr><td>1. Bid Notice and Invitation to Tender</td><td>15 September 2023</td></tr><tr><td>2. Bid Clarification Meeting</td><td>27 September 2023 @ 10:00</td></tr><tr><td>3. Tender Closing Date</td><td>20 October 2023 @ 11:00</td></tr><tr><td>4. Validity Period</td><td>12 Weeks</td></tr><tr><td>5. Notification of award</td><td>12 January 2024</td></tr><tr><td>6. Objection Period (Calendar 21 days)</td><td>2 February 2024</td></tr><tr><td>7. Final Award</td><td>5 February 2024</td></tr><tr><td>8. Contract Period (Approximately 30 months)</td><td>30 June 2026</td></tr></table>	1. Bid Notice and Invitation to Tender	15 September 2023	2. Bid Clarification Meeting	27 September 2023 @ 10:00	3. Tender Closing Date	20 October 2023 @ 11:00	4. Validity Period	12 Weeks	5. Notification of award	12 January 2024	6. Objection Period (Calendar 21 days)	2 February 2024	7. Final Award	5 February 2024	8. Contract Period (Approximately 30 months)	30 June 2026
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12. THE EMPLOYER'S AGENT

Jaco Steyn

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📧 jsteyn@bvm.gov.za