

MINUTES
BID ADJUDICATION COMMITTEE MEETING

2013.05.20

EKURHULENI METROPOLITAN MUNICIPALITY

**MINUTES OF THE BID ADJUDICATION
COMMITTEE MEETING**

HELD ON

MONDAY 20 MAY 2013

AT 14:00

IN

**ROOM 240, 2ND FLOOR
EMM HEAD OFFICE, GERMISTON**

**MINUTES
BID ADJUDICATION COMMITTEE MEETING**

2013.05.20

Members Present

O Nkoane	Chairperson
L Selabe	Member
Q Gcwensa	Member
Y Mashilwane	Member
N Thabatha	Member

Officials

M Mahlalela	COO's Office
S Xokozela	Tender Office
T Tieghi	Tender Office
N Jones	Committee Officer

Officials from the Departments (presenting items)

M Mlandu	Bid Evaluation Committee Chairperson
S Dube	Water & Sanitation
P Maluleke	Real Estate
M Raphela	SRAC
N Radebe	Legislature
S Nonjiji	Fleet
P Lebetle	Fleet
L Kekana	Fleet

OBSERVERS:

None

MINUTES
BID ADJUDICATION COMMITTEE MEETING

2013.05.20

ITEM C- RE 24-2013 (T): REAL ESTATE DEPARTMENT – FACILITIES MANAGEMENT: AWARD OF A BID FOR CONTRACT RE (FM) 14-2013: REPAIRS AND REFUBISHMENT OF AIRFIELD GROUND LIGHTING SYSTEM AT BRAKPAN AIRFIELD

RESOLVED

1. That the contents of the bid adjudication report by the Acting Head of Department: Real Estate – Facilities Management, for the award of a bid for Contract RE (FM) 14-2013: Repairs and refurbishment of Airfield ground lighting system at Brakpan Airfield, **BE NOTED**.
2. That bid no. 2, **Cailim Projects CC**, of 14 Naomi Road, Slaterville, Benoni, 1501, Telephone number 011 9656363; Fax number 086 6540855; **scoring the highest number of points** for Contract: RE(FM) 14-2013: Repairs and refurbishment of Airfield ground lighting system at Brakpan Airfield **BE ACCEPTED** and **APPROVED** at a total estimated contract amount of **R856 315.58** (Excluding VAT and contingencies) at the fixed rates (Excluding VAT) as set out in **Annexure “N”** attached to this report, subject to the provision of a satisfactory prescribed guarantee, which must **BE SUBMITTED** to the Acting Chief Financial Officer **PRIOR** to commencement of the works but not later than **14 days** after having been informed of the award of the bid.
3. That the expenditure in 2 *supra* **BE FINANCED** against the Capital Budget Vote number 1330306041008 (Refurbishment of Lettable Facilities) in the 2012/2013 financial year and the relevant vote numbers in the 2013/2014 financial year.
4. That the City Manager or his nominee **SIGNS** the relevant contract documents whereafter the department **MUST SUBMIT** the original bid document/s to the Tender Office for safekeeping
5. That the successful and unsuccessful bidders **BE NOTIFIED** by the Tender Office accordingly
6. That **Cailim Projects CC BE REQUESTED** in writing by the Tender Office for a copy of their latest Municipal Account/s to confirm payment for services rendered by the relevant Local Authority/ies are not in arrears for more than 3 months and that it be **SUBMITTED** to the Finance Department **PRIOR** to commencement of the works, but not later than **14 days** after having been informed of the award of the bid.
7. That the Acting Head of Department: Real Estate, **ENSURES** that the necessary Contractor's All Risks and Public Liability Insurances as prescribed by the Council's Insurer for the contract, are **OBTAINED** and **MAINTAINED** by the contractor at its own cost throughout the contract period and that copies thereof **BE SUBMITTED** to the Acting Chief Financial Officer **PRIOR** to commencement of the works, but not later than **14 days** after having been informed of the award of the bid.

**MINUTES
BID ADJUDICATION COMMITTEE MEETING**

2013.05.20

8. **That** the Acting Head of Department Real Estate – Facilities Department in collaboration with Corporate Legal Services, **ENSURES** that a Service Level Agreement be entered into between the EMM and Cailim Projects CC **PRIOR** to commencement of the contract but not later than 14 days after having been informed of the award of the bid and that a copy thereof be submitted to the Tender Office for safekeeping.
 9. **That** it **BE NOTED** that the contractor's appointment letter will only **BE ISSUED** after the signed original bid document which constitutes the contract between the bidder and the EMM have been submitted to the Tender Office.
 10. **That** the Project Manager **ENSURES** that the contract does not commence **PRIOR** to the submission of the documents referred to in recommendation 2, 6, 7 8 & 9.
-