

MUNICIPAL INFRASTRUCTURE SUPPORT AGENT

VIRTUAL COMPULSORY BRIEFING SESSION

29 November 2024

PROJECT: FRAMEWORK AGREEMENT FOR APPOINTMENT OF PROFESSIONAL SERVICE PROVIDERS: PROVISION OF CONSULTING ENGINEERING SERVICES: ENGINEERING INFRASTRUCTURE PROJECTS: SEWER SERVICES: TENDER NO: MISA/FC/020/2024/2025

NOTES	
1.	This is a Virtual compulsory briefing session; bidders are required to indicate their company details on the chat box as this information will be used to compile the attendance register which will form part of the evaluation documents. The company details must include the company representative name, company name, email address and contact details. Bidders to note that email addresses provided will be used as another form of communication if there are any notices that must be issued.
2.	Closing date and time for submission of bid proposals is 12 December 2024 at 11:00am; no late submissions will be accepted.
3.	Bid proposals are to be submitted at MISA Head Office in Centurion (Tender Box at the reception area). The physical address is as follows: 1303 Heuwel Avenue, Riverside Office Park, Letaba House 1 st Floor, Centurion, 0046.
4.	Standard Bidding Documents (SBD1, SBD 4, and SBD 6.1) and all returnable documents must be fully completed, where something does not apply to your company indicate by "N/A"; and sign where spaces are provided.

7.	Bidders are to submit two (2) hard copies (the original document and a copy of the original) of the tender document, and 1 soft copy (memory stick) of the tender document.
8.	Bidders to note the following: <ul style="list-style-type: none">a) Framework contract advertised last financial year have been cancelled and cancellation was published.b) The bid is applicable to EME and QSEc) After the panel has been established, during the appointment for a specific project, professional fees can be adjusted. Adjustment will be fair, and the department won't enter into an agreement that will disadvantage the appointed contractor.d) It is not allowed to indicate one resource for different roles on the list of key personnel.e) The information on page 72, "Typical fee expressed as % of cost of the works", is not based on any gazette.f) All the quoted amounts must be inclusive of VAT.g) The completion certificate must be attached indicating the completed project/s and must note that completion certificate cannot be replaced by reference letter.
10	All 231 bidders, and 4 MISA officials they have attended Microsoft teams meeting compulsory briefing session.