



MUNICIPAL INFRASTRUCTURE SUPPORT AGENT

COMPULSORY VIRTUAL BRIEFING SESSION

04 JUNE 2026

TENDER NO. MISA/RWTW/FS/004/2026/27

APPOINTMENT OF A PROFESSIONAL SERVICES PROVIDER FOR MAKELEKETLA (WINBURG): REFURBISHMENT OF WASTEWATER TREATMENT WORKS AND PUMP STATION NO. 2

NOTES	
Mr. Isaac Nthutang from SCM presented the administrative of the bid document to the bidders in attendance. Informed bidders to complete their details in MS Forms & MS Teams chat. Mr. Siphosethu Mofokeng demonstrated how the attendance register will be filled in. Further highlights in the presentation were as follows:	
1.	Closing date and time for submission of bid proposals is 19 June 2026 at 11:00pm; No late submissions will be accepted.
2.	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
3.	Evaluation criteria were explained.
4.	Standard Bidding Documents (SBD forms,) must be fully completed.
5.	End-user (Mr. Wallace Mcleod & Mr. Mlamli Mabulu) presented the scope of work, extent of the works with the Pricing Schedules.
6.	Questions & answers based on SCM and End-user's presentation. Question 1: Regarding page. no. 69, a bidder raised that on the Cost breakdown bidder asked if they are expected to complete the form also.

Question 2:

- A bidder asked if it is a problem if they don't submit proof that they complete the form because he was unable to save the PDF form.

Questions 3:

- The question of who will be the team lead for amongst resources among this project was raised by a bidder.

Questions 4:

- A bidder requested clarity regarding if going on site be of significance to price correctly.

Questions 5:

- A bidder raised if they are required to submit a CIBD certificate and if so, what grade should it be.

Questions 6:

- Regarding Page 8 of the bid document are we expected to submit 3 copies original physical bid document and its copy and an electronic one (USB).

Question 7:

- two bidders requested to know who they should contact, if they wish to conduct a site visit.

Question 8:

- A bidder asked if they are required to submit the CIBD certificate and if they do, which grade is required And further questioned if they, are going to be provided by with minutes of the briefing session.

Question 9:

- With regards to point 4.13, on.5 on page 8, are they required to submit 3 copies of their bid document. Original, physical copy and USB.

Responses:

- Mr Nthutang requested bidders who struggled with the filling the attendance register form after to remain after the briefing session is done. Mr Mofokeng re-demonstrated on how bidder can fill the form, save their responses and save their form as a PDF.
- Mr Mcleod answered that with regarding site visits it is not a prerequisite, but it's always advisable that the bidders do visit the site, if

	possible, just to familiarize themselves with the area and the type of infrastructure and this wastewater treatment works. • Mr Mabulu advised that it is required that form is to be fill in and then you take that information to the bill of quantities. It's a cost breakdown that normally assists us on that payment purposes. • Mr Mabulu also answered that the project lead is a civil engineer that will be guiding the works because it's a wastewater treatment works. We believe the civil engineer will be able to guide the whole process. • Mr Nthutang minutes/briefing notes will be shared amongst the attendees. and Mr Nthutang also added that bidders will be required to submit a physical document and an electronic copy. • Mr Mcleod answered that he will share his email on the chatbot with attendees and bidders are requested to contact him before the end of the week on email if they wish to conduct a site visit. After collection of reconciliation of parties interested in conducting a site, he will then set up a date for the site visit. • Mr Mabulu answered that this contract is for Professional Service Provider and CIDB grading/certificate are not required in this project.
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Mr. Wallace Mcleod

Date.....