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**CITY OF JOBURG PROPERTY COMPANY
BID ADJUDICATION COMMITTEE MEETING HELD ON 03 AUGUST 2018**

MINUTES OF THE OPEN BID ADJUDICATION COMMITTEE MEETING– HELD ON 03 AUGUST 2018 AT BRAAMPAK, FORUM II, IMBIZO BOARDROOM, 1ST FLOOR, 10H00

1.	COMMITTEE MEMBERS IN ATTENDANCE:		PERSON RESPONSIB
	Imraan Bhamjee	Chairperson	
	Tshepo Mokataka	Legal Representative	
	Fitzgerald Ramaboea	SCM Representative	
	EX-OFFICIO MEMBERS IN ATTENDANCE:		
	Kedisang Sehlakgoe	SCM Representative	
	Richard Phillips	Project Manager	
	Bernine Strydom	User Department	
	Tshepiso Serame	Committee Officer	
2.	WELCOME AND APOLOGIES:		
	The Chairperson welcomed everyone present and officially declared the meeting open.		
	An apology was tendered for Gavin Mothupi (Senior Manager: Finance).		
3.	QUORUM:		
	The quorum for the meeting was confirmed.		
4.	DISCLOSURE OF INTERESTS AND ATTENDANCE REGISTER:		
	The disclosure of interest forms and the attendance register were circulated and signed by all the officials present in the meeting. No conflict of interest was noted.		
5.	ADOPTION OF AGENDA		
	The agenda was adopted with no amendments.		
6.	NEW MATTERS		
6.1	POP 04/2018- REQUEST FOR PROPOSALS FOR APPOINTMENT OF PANEL FOR THE PROVISION OF PROTECTIVE WEAR AND UNIFORM FOR THE CITY OF JOBURG PROPERTY COMPANY FOR A PERIOD OF 3 YEARS		



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The Project Manager gave the Bid Adjudication Committee a report on the background and procurement process that had been undertaken.

PURPOSE	: POP 04/2018- Request for proposals for appointment of panel for the provision of Protective Wear and Uniform for the City of Joburg Property Company for a period of 3 years
TENDER WAS ADVERTISED ON	: 18 May 2018
IN THE FOLLOWING NEWSPAPERS	: Star, Sowetan, JPC Website& E-Tenders
NON- COMPULSORY BRIEFING HELD ON	: 01 June 2018
TENDERS CLOSED ON	: 29 June 2018 10H30AM
TENDER DOCUMENTS ISSUED	: 65 (Sixty-five)
TENDER DOCUMENTS RECEIVED	: 88 (Eighty-eight)

The Project Manager indicated that the Bid Evaluation Committee therefore recommends the award of the Panel be comprised of ten (10) service providers, as and when required on a rotational basis for a three (03) years period.

The Project Manager further recommended to the Committee that the rates for the panel be standardized for all the items on price list.

The Bid Adjudication Committee raised the following comments and comments:

1. That due to the available budget for this current financial year being R447 000, the panel be reduced to six (06) service providers, with two (02) service providers being appointed per year.
2. That SCM to ensure that the relevant stakeholders sign their declaration forms and attendance registers for the respective Committee meetings they had attended.
3. That SCM to ensure that all the recommended bidders comply with the CSD requirements, that no letters of award to be issued to non-compliant bidders.
4. The user department to stipulate that service providers to supply material that is sourced and manufactured locally.
5. That the price list be standardized for all the items to be procured.
6. That SCM to ensure that the appointed service providers meet the preferential procurement targets of the City where Women, Youth and Persons with disabilities owned entities are prioritized.



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The Bid Adjudication Committee then requested that the awarded service providers on the Panel be vetted and the Directorship of each entity be characterised as follows:

- Male
- Female
- Youth
- Persons with Disabilities

It was indicated that this would assist in the reporting process.

The Bid Adjudication Committee then resolved that bid be approved subject to the following:

- That the panel should consist of six (06) service providers
- That the material to be sourced should be locally manufactured (Proudly South African products)
- That the appointed service providers should consist of Women, Youth and Persons with disabilities owned entities
- That the price list for all the items to be standardized i.e base price plus a provision of 20% mark-up

THE BID ADJUDICATION COMMITTEE RESOLVED TO RECOMMEND AS FOLLOWS:

1 (POP 04/2018) – Request for proposals for appointment of panel for the provision of Protective Wear and Uniform for the City of Joburg Property Company for a period of 3 years be awarded from the date of appointment to the following six (06) bidders:

- 1. Nkules Middle Group (Pty)Ltd**
- 2. Armstronic (Pty) Ltd**
- 3. Matlaila Investments**
- 4. Molelemane Construction and Projects**
- 5. Mangwane Holdings(Pty)Ltd**
- 6. Hamisa Safety Equipment Supplies (Pty) Ltd**

- 2. That the price list for all the items to be standardized i.e base price plus a provision of 20% mark-up**
- 3. That the material to be sourced should be locally manufactured (Proudly South African products)**
- 4. That the appointed service providers should consist of Women, Youth and Persons with disabilities owned entities**



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	<p>5. That the Bid Evaluation Committee confirms that none of the recommended bidders are in the employment of JPC and City of Johannesburg Metropolitan Municipality, nor are their companies blacklisted in the National Treasury's database of defaulters.</p> <p>6. That JPC enters into legally binding service level agreements with the awarded bidders for a period of three years.</p> <p>7. That SCM shall, before the letters of appointment are sent to the bidders, ensure that the bidders are up to date with payments of their municipal accounts.</p> <p>8. That the awards be made subject to submission of all outstanding compliance documents.</p> <p>9. That JPC enters into legally binding service level agreements with the awarded bidders for a period of three years.</p> <p>10. That the CEO or her nominee signs the letter of award for the successful bidder.</p> <p>11. That JPC enters into legally binding service level agreements with the awarded bidders for a period of three years.</p> <p>12. That the Bid Adjudication Committee Report be amended in accordance with the Committee's resolutions prior to award being made.</p>	
7.	CLOSURE	
	The meeting closed at 10:45	

APPROVAL OF MINUTES

APPROVED



**CHAIRPERSON
IMRAAN BHAMJEE**

10/8/18

DATE



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