

METER PROVER CALIBRATION

TRANSNET

TPL/2024/07/0006/72298/RFP

COMPULSORY TENDER CLARIFICATION MEETING

**THE PROVISION OF METER PROVER CALIBRATION SERVICES ON AN
"AS AND WHEN" BASIS FOR A PERIOD OF FIVE (5) YEARS WITHIN
THE PETROCHEMICAL INDUSTRY**

Date: 20th June 2025

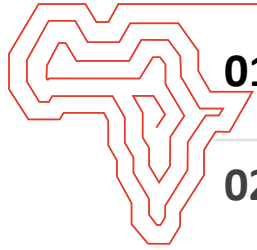
TIME: 10H15 -12H15

Venue: Transnet Pipelines' Jameson Park Depot

Contents

METER PROVER CALIBRATION – Tender Briefing

TRANSNEO

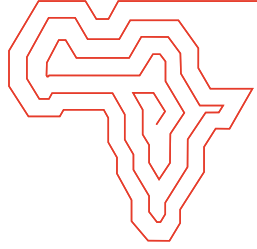


- 01** Welcome & Safety Briefing: Evacuation Procedure – TPL Safety Rep
- 02** Introduction of TPL Team – Project Manager
- 03** RFP Purpose – Procurement
- 04** Commercial - Tender Process: Tendering Procedure and clarification of Returnables – Procurement
- 05** Technical Specification / Scope of services – Project Manager
- 06** Technical Evaluation Criteria – Project Manager/Procurement
- 07** Contract Data / Strategy – Procurement
- 08** Questions
- 09** Closing – Attendee's will be afforded the opportunity view the prover(s) within the manifold.

Please note that this meeting is recorded for meeting minutes purposes

Contents

METER PROVER CALIBRATION – Tender Briefing



TRANSNEF



01 Welcome & Safety Briefing : Evacuation Procedure





Tshepo Mpopo : Project Manager

Rolivhuwa Mugivhi : YPT – Procurement

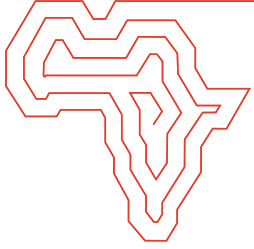
Supplementary Team –

Myles Daniels – Safety Brief

Moshohli Pilusa – Technical Lead

Contents

METER PROVER CALIBRATION – Purpose



TRANSNEP



03 RFP Purpose



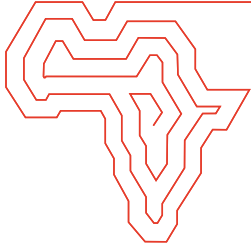


RFP PURPOSE

- Transnet Pipelines makes use of Prover loop facilities to accurately establish meter factors to be used in the metering of product. This is crucial for ensuring that flow meters provide precise measurements during product custody transfer. TPL has fourteen pump station with 20 prover loop facilities within the metering manifold. These provers are used either at delivery or intake pump stations. This precision is essential for financial transactions and regulatory compliance.
- As such Transnet Pipelines is seeking for the services of a reputable service provider who will undertake the periodic calibration of the provers within our network as outlined in the scope of service that supports this bid.

Contents

METER PROVER CALIBRATION – Tendering Process



TRANSNEF



04 Commercial - Tender Process: Tendering Procedure and clarification of Returnables





THE TENDER DOCUMENTS ISSUED BY TPL COMPRISE:

Part T1: Tendering Procedures

T1.1 Tender Notice and Invitation to Tender

T1.2 Tender Data

Part T2: Returnable Documents

T2.1 List of Returnable Document

T2.2 Returnable Schedules

Part C1: Agreements and Contract

C1.1 Form of Offer and Acceptance

C1.2 Contract Data (Parts 1 & 2)

Part C2: Pricing Data

C2.1 Pricing Instructions

C2.2 Price list

Part C3: Service Information

C3.1 Scope of Service

Supplementary Annexures

Annexure A - Integrated Management System: Contractor Management Procedure

Annexure B - Contractor Health and Safety Specification Guidelines

Annexure C - Evaluation Methodology



1. PROPOSAL SUBMISSION

Only those tenderers who satisfy the following criteria are **eligible** to submit tenders:

- a) Attend the compulsory briefing session.
- b) Submit all compulsory returnable's. **[T2.2-01 – T2.2-03]**
- c) Submits a tendered price in the form of the Pricing Schedule.

2. The Tenderer is also required to submit with his tender:

- a) Tenderers to provide Transnet with a TCS PIN to verify Tenderers SARS Tax compliance status;
- b) A valid B-BBEE Certificate from a Verification Agency accredited by the South African National Accreditation System [SANAS], or a sworn-affidavit confirming annual turnover and level of black ownership, in line with the code of good practice, together with the tender;
- c) Proof of registration on the Central Supplier Database (CSD);
- d) Letter of Good Standing with the Workmen's compensation fund by the tendering entity or separate Letters of Good Standing from all members of a newly constituted JV.

Note: Refer to Section T2.1 for the List of Returnable Documents



Transnet has implemented a new electronic tender submission system, the e-Tender Submission Portal, in line with the overall Transnet digitalization strategy where suppliers can view advertised tenders, register their information, log their intent to respond to bids and upload their bid proposals/responses on to the system.

SUBMITTING YOUR BID

- Log on to the Transnet eTenders management platform website (<https://www.transnet.net>);
- Click on "TENDERS";
- Scroll towards the bottom right-hand side of the page;
- On the blue window click on "register on our new eTender Portal";
- Click on "ADVERTISED TENDERS" to view advertised tenders;
- Click on "SIGN IN/REGISTER – for bidder to register their information (must fill in all mandatory information);
- Click on "SIGN IN/REGISTER" - to sign in if already registered;
- Toggle (click to switch) the "Log an Intent" button to submit a bid;
- Submit bid documents by uploading them into the system against each tender selected.
- **No late submissions will be accepted. The bidder guide can be found on the Transnet Portal transnetetenders.azurewebsites.net**



Considerations

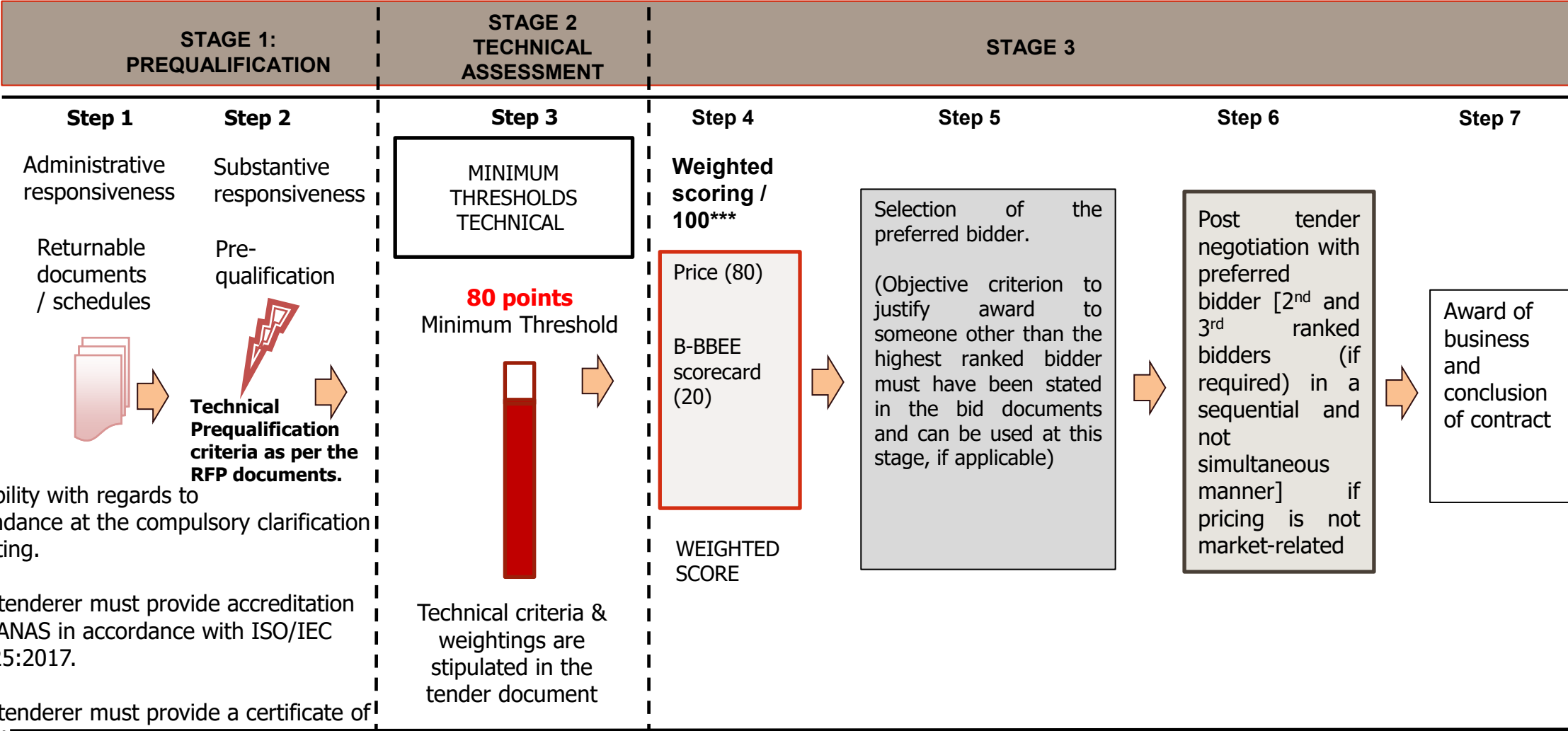
- Time your submissions so that if there are any issues, there is time to escalate & resolve
- Nobody has access to the bids until after the bid has closed
- There is no physical tender box.
- Should you experience challenges with the system, urgently contact: Rolivhuwa.Mugivhi@transnet.net



- Respondents are warned that their bid will be liable to disqualification should any attempt be made by a Respondent either directly or indirectly to canvass any officer or employee of Transnet in respect of this RFP between the closing date and the date of the award of the business.
- For specific queries relating to this RFP should be submitted onto the system **AND** to Rolivhuwa.Mugivhi@transnet.net at a minimum of 3 working days before tender closing.
- In the interest of fairness and transparency, Transnet's response to such a query will be published on the e-tender portal and Transnet website.
- After the closing date of the RFP, a Respondent may only communicate with (Rolivhuwa Mugivhi), at telephone number (031 813 4047), email Rolivhuwa.Mugivhi@transnet.net on any matter relating to its bid. Respondents are to note that changes to its submission will not be considered after the closing date.

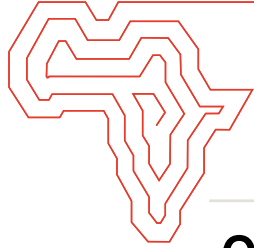
Respondent found to be in collusion with one another will be automatically disqualified and restricted from doing business with Transnet in the future.

METER PROVER CALIBRATION – Evaluation Methodology



Contents

METER PROVER CALIBRATION – Scope of Service



TRANSNET



05 Technical Specification / Scope of services

Project Manager: Tshepo Mpopo



Technical Specification / Scope of services

Scope Overview

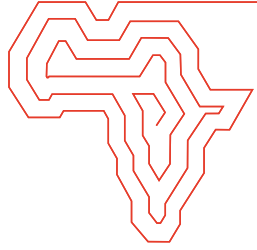
The scope of this contract includes the periodic, as well as ad-hoc (as-required), calibration of provers used at the Employer 's delivery and intake pump stations. The calibration will be in accordance with the Water Draw Calibration method in line with industry standards and best practices as listed in Section 7 of the scope of service.

A calibration certificate, as well as a calibration report, should be issued to the Employer once the prover calibration is completed.

A final calibration report should be issued to the Employer providing the detail required as stated in MPMS determining the standard reference volume of the equipment being tested including the noted field data.

Contents

METER PROVER CALIBRATION – Technical Evaluation Criteria



TRANSNEF



06 Technical Evaluation Criteria





THE OBJECTIVE OF THE TECHNICAL PRE-QUALIFICATION PHASE OF EVALUATION IS TO ESTABLISH WHETHER THE BIDDER HAS THE MANDATORY PROFESSIONAL REGISTRATIONS AND QUALIFICATIONS TO DELIVER THE PRESCRIBED SERVICE

NB: If the eligibility requirements are not met, then the evaluation will not proceed further.

ELIGIBILITY CRITERIA – TECHNICAL PRE-QUALIFICATION

	These schedules are required for pre-qualification and eligibility purposes:	Documents Submitted (Yes/No)?
1.	Attendance at Compulsory Tender Clarification Meeting.	
2.	Only those tenderers who adhere to: The tenderer must provide accreditation by SANAS in accordance with ISO/IEC 17025:2017.	
3.	The tenderer must provide a certificate of appointment with the NRCS or SABS as a Legal/Trade Metrology verification officer for the Senior Calibration Technician.	



THE OBJECTIVE OF THIS PHASE OF EVALUATION IS TO ESTABLISH WHETHER THE BIDDER HAS THE REQUISITE SKILLS, EXPERIENCE AND EXPERTISE TO DELIVER THE PRESCRIBED WORKS

- Failure to provide supporting documentation to support an assertion will result in a score of 0 being awarded for that particular criterion
- Failure to achieve a minimum score of **80** points in total will result in disqualification

FUNCTIONALITY CRITERIA

<p>T2.2-04: Previous Experience</p>	<p>Contractors are required to demonstrate their experience in relation to provision of prover calibration services as related to industrial bidirectional prover calibration with the use of the water draw method within the petrochemical industries and shall supply a sufficiently detailed reference list using the table format below.</p> <p>The following must be submitted:</p> <ul style="list-style-type: none"> • Reference letter, and/or Purchase Orders accompanied with corresponding invoices, and/or calibration certificates issued. 	<p>30</p>	<p>30</p>
<p>T2.2-05: Project Organogram, Management & CV's</p>	<p>The Contractor shall submit a Project Organisation Chart depicting the proposed staff allocation to the project. The chart shall identify key management and technical skills supported by CV's demonstrating the requisite qualifications and relevant experience using the attached CV format.</p> <p>Proof of qualifications shall be submitted for all key personnel e.g. copies of their qualifications such as National Diplomas, B-Tech/BSc Degree's, and Certification certificates etc.</p>	<p>40</p>	<p>40</p>



THE OBJECTIVE OF THIS PHASE OF EVALUATION IS TO ESTABLISH WHETHER THE BIDDER HAS THE REQUISITE SKILLS, EXPERIENCE AND EXPERTISE TO DELIVER THE PRESCRIBED SERVICE

FUNCTIONALITY CRITERIA			
<p>T2.2-05: Project Organogram, Management & CV's</p>	<p>Key Persons comprise of the following:</p> <ol style="list-style-type: none"> 1. Senior Calibration Technician. 2. Calibration Technician. <p>The following must be submitted:</p> <ul style="list-style-type: none"> • Key Persons Curriculum Vitae (CV). • Key Persons Proof of qualifications. 	<p>40</p>	<p>40</p>
<p>T2.2-06 : Method Statement</p>	<p>Submit a detailed Method Statement / Execution Plan that includes and demonstrates the following as a minimum with your tender document:</p> <ol style="list-style-type: none"> 1. Resources allocations. 2. Equipment used. 3. Calibration Philosophy including durations. 4. k-Factor testing philosophy and setup method. 5. Reinstatement of calibrated Prover. <p>The tenderer must attach his / her Method Statement/Execution Plan to the returnable provided.</p>	<p>20</p>	<p>20</p>

THE OBJECTIVE OF THIS PHASE OF EVALUATION IS TO ESTABLISH WHETHER THE BIDDER HAS THE REQUISITE SKILLS, EXPERIENCE AND EXPERTISE TO DELIVER THE PRESCRIBED SERVICE

FUNCTIONALITY CRITERIA			
T2.2-07: Quality Management	<p>The tenderer is to note that if they are successful and are awarded the contract, they shall execute, and complete the contract as per the Quality Management System.</p> <p>The tenderer shall as a minimum submit the following:</p> <ul style="list-style-type: none"> • Valid ISO 9001:2015 certification. • Quality Control Plans Specific to the contract and includes the following elements as a minimum: <ol style="list-style-type: none"> 1. Maintains records of each calibration event. 2. Defines environmental conditions and controls for external influences. 3. Defines tolerances for accuracy of calibration. 4. Procedures for addressing calibration failures, out-of-tolerance results. 5. Housekeeping management. 	10	10
Maximum possible score for Functionality	Bidders require a score of ≥ 80 to proceed to the next stage of evaluations	100	



Thresholds	Minimum Threshold
Technical / functionality	80



METER PROVER CALIBRATION – Pricing & Specific Goals

Only tenders that pass the Technical Evaluation will be evaluated further in accordance with the 80/20 preference points systems as described in Preferential Procurement Regulations

80 where the financial value of one or more responsive tenders received have a value equal to or does not exceed R50 million, inclusive of all applicable taxes,

Evaluation Criteria	Final Weighted Scores
Price	80
Specific goals - Scorecard	20
TOTAL SCORE:	100

Contents

METER PROVER CALIBRATION – Selected Specific Goals



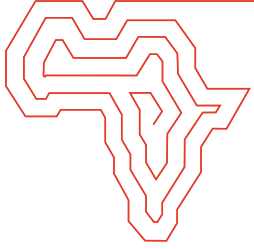
Selected Specific Goal	Number of points allocated (20)
B-BBEE Level of contributor – Level 1 or 2	10
30% Black Women Owned Entities	10



Selected Specific Goal	Acceptable Evidence
B-BBEE Level of contributor – Level 1 or 2	B-BBEE Certificate / Sworn-Affidavit B-BBEE Certificate (in case of JV, a consolidated scorecard will be accepted) as per DTIC guidelines
30% Black Women Owned Entities	B-BBEE Certificate / Sworn-Affidavit / CIPC B-BBEE Certificate (in case of JV, a consolidated scorecard will be accepted) as per DTIC guidelines

Contents

METER PROVER CALIBRATION – Project Contract Scope



TRANSNEF



07 Contract Data / Strategy





- Conditions of Contract – NEC 3 TSC.
- Main Option A – Priced contract with price list.
- Duration of the contract is : Five Years.



Secondary Options:

- **X1: Price adjustment for inflation**
- **X2 Changes in the law**
- **X17: Low service damages**
- **X18: Limitation of liability**
- **X19: Task Order : with the response period for submitting a programme to the service manager being two weeks after the receipt of the task order**



Secondary Option: X17 – Low service damages are outlined as follows -

Low Service Damage Description	Value of Low Service Damages	Limit of Low Service Damage
Service delays not finishing as per agreed upon project plan submitted and approved by the <i>Service Manager</i>	1% per total value of the Purchase Order(s) per day	Limited to 10% of the total value of the Purchase Order(s) of the activity item.
No Submission of Quality control documents as per agreed upon Contract Document Submittal Schedule in this service agreement.	1% per total value of the Purchase Order(s) per day	Limited to 10% of the total value of the Purchase Order(s) of the activity item.
NCR raised on item defects are not corrected within agreed timeline.	1% per total value of the Purchase Order(s) per day	Limited to 10% of the total value of the Purchase Order(s) of the activity item.
Using Personnel/Subcontractor which are not Qualified/ experienced as per the contract conditions	1% per total value of the Purchase Order(s) per day	Limited to 10% of the total value of the Purchase Order(s) of the activity item.
<i>Contractor</i> not adhering to Safety rules.	<i>Contractor</i> to be removed on Site with Penalties	<i>Contractor</i> to accelerate the scope on their own cost for the time lost.
<i>Contractor</i> not having a minimum of 2 Responsible Person	1% per total value of the Purchase Order(s) per day	Limited to 10% of the total value of the Purchase Order(s) of the activity item.



Tender offer validity period is set at **180 Working Days after the closing date**



CLOSING DATE AND TIME:

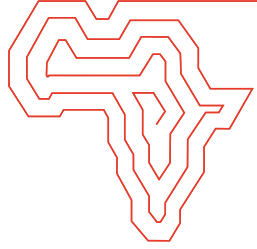
Friday, 04TH OF JULY 2025

AT 12H00

NO LATE BIDS WILL BE ACCEPTED

Contents

METER PROVER CALIBRATION – Questions



TRANSNEF

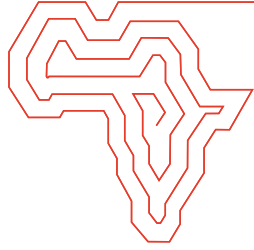


08 Questions



Contents

METER PROVER CALIBRATION – Closing



TRANSNEP



09 Closing

Thank you !!!!!

Please note that this meeting is recorded for meeting minutes purposes

Thank you & Good Luck !

TRANSNET

