



SUBJECT	Minutes of the Compulsory RFP Briefing		
TITLE	WRAC-VAR-57256: FOR THE PROVISION OF YELLOW PLANT ON THE ORE LINE FROM SAL-KOR TO ERTS FOR A PERIOD OF TWELVE (12) MONTHS ON AN 'AS AND WHEN REQUIRED' BASIS		
MEETING NO.	1		
VENUE	Blue Crane Boardroom Transnet Rail Infrastructure Manager, Robert Sobukwe Road		
DATE	27 January 2026 at 10:00am		
ATTENDEES	<u>TFR Representatives</u> Phiwakahle Mbona (Technical Buyer) PM Thulisile Malapane (Engineer) TM Sibongile Nguse (Technician) SN	<u>Tenderers</u> S'dlidlizo Nyawo Siyabonga Gule Simphiwe Mhambi Aisha/ Diogo Williams/ Bores Nhlovo Shirilele Raymond Macheli Rajesh Amarchand Arnold Carolissen Collins Phosha Alex Lesufi Elvis V Unathi Fembeza Andiswa Khanyile Francois Kloppers Francois Jr Kloppers Audrey Nyoni Brenton Hallett Kobos Le Roux Kelsey Le Roux	Owain Softley Henli Jacobs Sundhran Naidoo Siyabonga Ndlovu Chartwell Chizanga Archibald Mapohosha Paul Masipa Siyabonga Ndlovu Jeandre Beuwe Kefitlhile Mpokeng Simthembile Mamani Nosiphiwo Matshaya Mhleli Ngcobo Cwenga Matsolo
APOLOGIES	The bidders present were informed that the briefing would commence at 10:20 a.m. due to a delay in the arrival of the project managers, who were affected by traffic while travelling from Saldanha .		

MINUTE	DESCRIPTION OF DISCUSSION	ACTION
1.	<u>OPENING</u> Welcome & Introductions, The meeting was conducted in the Blue Crane Boardroom, Transnet Park. The agenda for the day and attendance register was distributed among the present Tenderers. Tenderers were informed on the rules of the duration of the meeting which included the following: No pictures would be taken once in the Transnet premises without prior approval. All administration building is reverse parking for safety purposes Cell phones to be on silence for the duration of the meeting. The safety induction was conducted by the Technical Buyer.	PM

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2.	<p>TENDER DOCUMENTS AND TENDERING PROCEDURES</p> <p>The Technical buyer highlighted the following which was reflected on the presentation:</p> <p>The meeting agenda.</p> <p>Purpose and objective of the meeting</p> <p>The 'how to register/ log a bid on the Transnet eTenders Portal'</p> <p>The issue, closing and communication date were communicated with the tenderers.</p> <p>The evaluation methodology was clearly defined.</p> <p>The returnable schedules were clearly defined. It was highlighted that the returnable documents are categorised into the following:</p> <ul style="list-style-type: none"> ➤ Mandatory returnable – where a bidder fails to return or fully complete the document they will be disqualified. ➤ Returnable documents used for scoring – where if a bidder fails to submit those documents they will not be disqualified however will score zero. <p>The specific goals were explained in detail along with the evidence required to claim for specific goals. Key pointers in determining the validity of these tender documents were highlighted and bidders were provided with a detailed guideline print out. The technical buyer further explained that Transnet would utilise an 80/20 or 90/10 scoring method</p> <p>The minimum technical evaluation qualifying score (70) points was explained to the tenderers. The following note on the technical evaluation was highlighted:</p> <p>In the evaluation of resource capacity requirements, bidders are expected to meet the full specifications as outlined in the tender document. Where a bidder is unable to meet the full resource capacity requirement for a specific point, the score for that point will be adjusted downward to the next lowest point level. This adjustment will be applied consistently across all relevant evaluation criteria to ensure fairness and transparency.</p> <p>Parts of the technical evaluation criteria was highlighted by the technical buyer:</p> <p>On the previous experience technical criteria, the requirements of the letter of completion were clearly defined. The suppliers were advised to pay close attention to the points that are required for supplier to get the minimum qualifying score.</p>	PM
4.	<p>SCOPE OF WORKS & PAYMENTS</p> <p>The following contractual requirements were highlighted by the Engineer:</p> <p>The loops along with the Transnet Depot on the Ore Line were explained in detail.</p> <p>The contractor was advised that it is important to note that they would be responsible for accommodation for their operators accommodation. Compliance to the safety requirements was highlighted, for example the safety gear that is required for officials on site.</p> <p>Bidders were advised that they would have to plan in the case where the operators is on leave, a replacement must be organised so that operations continue on site.</p> <p>Contractors were advised that they would be responsible for providing water as stipulated on the RFP documents. If bidders require permits to extract water from the dam, they would have to get the necessary permits.</p> <p>The importance of record keeping was highlighted, bidders were urged to ensure that they record the hours worked on site especially when it comes to payments and approvals of the invoices.</p>	TM
5.	<p>QUESTIONS & ANSWERS</p> <p>Q. You mentioned that the area where the works will take place is far, will provisions be made for the contractor to establish plant and operators on site. Will Transnet provide an area where suppliers can set a station. Most of the roads in that area are gravel, is it possible to establish a temporary set up for operators and supplier.</p>	TM PM

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	<p>A. The approximate distance between the loops range 25 – 55km, Transnet has sections or spots where suppliers will be able to establish along the line.</p> <p>Q. The site briefing in Kathu, I can see that on the RFP it states that the site briefing will be all day. Are we going to visit all the loops?</p> <p>A. Before the RFP briefing is adjourned, we can agree on the time which everyone can meet. The location on the RFP document is close to loop 19 therefore the bidders would visit loop 19 however should there be time, provisions can be made for bidders to visit another loop.</p> <p>Q. Is the job running concurrently.</p> <p>A. The contract is on an 'as and when' required basis.</p> <p>Q. If the contract is as and when and looking at the number of equipment required, is there a need for bidders to have all equipment, for example 33 graders if the project will not run concurrently.</p> <p>A. Bidders are advised to use the technical evaluation as a guide. What is listed on the tender document is what Transnet requires.</p> <p>Q. If we look at the bill of quantities on section 4, will suppliers price on the rate multiplied by the hours or is it the rate multiplied by the number of machines.</p> <p>A. Each grader will work 780 normal hours, however there was a clarification that was submitted by one bidder where they were requesting Transnet to add more columns on the BOQ to allow them to clearly show the normal rates and the overtime rates. Should all bidders be of the same opinion, Transnet will add more columns on the BOQ for bidders to have more space to work on.</p> <p>Q. Page 41 of 68 on the RFP Transnet is requesting for 5 TLBs loop 10 to ERTS however the line item for establishment and de-establishment has 3 instead of the 5.</p> <p>A. Transnet will make the necessary amendment and correct that error.</p> <p>Q. Regarding the BOQ, would the scope change should there be any unforeseen circumstances. Especially with regards to the hours, would there be a reduction or increase on the hours that are on the contract.</p> <p>A. There won't be a change on the contract, hours will not change. Bidders are to price on what is on the RFP document. If there is a change in the scope of works during the contract then that would mean Transnet is deviating from the initial scope of work.</p> <p>Q. Will there be a split award.</p> <p>A. Transnet is awarding this contract to 1 supplier, there will be no split award. However, there is a section on the RFP that speaks to job creation should the bidder want to uplift people within the communities where the works will take place.</p> <p>Q. If a bidder establishes 150 plant and Transnet will only be using it on an 'as and when Basis' no supplier will afford for all plant to be established on site and not be used.</p> <p>A. The contract is as and when required meaning suppliers will be given enough time to establish. Unless its in case of an emergency where the bidder will be required to establish as soon as possible.</p> <p>Q. As a contractor I am concerned that plant will be established on site and won't be used all at once however they will be established on site.</p> <p>A. Bidders will be requested to establish some machines however there might be an</p>	

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	<p>instance where Transnet requires all the plant that is on the scope of works especially during the shutdown. The supplier will be expected to deliver all the plant as per the bill of quantities.</p> <p>Q. In terms of hours, then the supplier doesn't reach the 780 hours within the duration of the contract. Will the suppliers be paid for the hours not utilised should the contract lapse. How does payment work</p> <p>A. Bidders will be paid for work done, monthly. Invoices are submitted at the end of the month and suppliers will be paid based on the invoice. Its important for bidders to have a tracker so that they claim accurate hours worked at the end of the month.</p> <p>Q. Based on the bill of quantities provided it seems that the supplier only has approximately five (05) months of no income on the plant. Based on the BOQ the suppliers are only going to establish and de-establish once, meaning that should you de-establish the plant Transnet won't pay suppliers for those costs.</p> <p>A. Transnet will relook at the de-establishment and establishment of the plant and that will be addressed on the addendum.</p> <p>Q. In the event where the supplier works over the stipulated hours on the BOQ, will they be paid. Or in an event where the supplier works less than the stipulated hours in the BOQ</p> <p>A. Transnet will not request the service provider to work once they have exceeded the hours listed on the BOQ. In an event where a service provider works for less hours than what is stipulated on section 4, Transnet will pay them based on hours worked.</p> <p>Q. In a case where there is work allocated and you've anticipated that the work will be completed in 9 hours however our operators complete the work earlier than that. Will the service provided be compensated for the full hours or just the number of hours which the supplier completed the work assigned?</p> <p>A. Suppliers will be paid because work has been completed.</p> <p>Q. In an event where the delay is on Transnet side due to poor planning will the supplier be penalised for the standing time where the machine is on site but is not doing any work.</p> <p>A. This is why Transnet has emphasised that site diaries are important, in a case where Transnet is at fault suppliers won't be penalised for that. Suppliers are urged to record everything so that they have evidence to support any delays that might have occurred on site.</p> <p>Q. Will suppliers be given notice to establish, will suppliers be penalised if they don't delivery especially in an emergency. The emergency work comes at a higher cost compared to the normal hours.</p> <p>A. Transnet will consider the query raised and respond accordingly to bidders on the minutes which will be posted on National Treasury and eTenders. Bidders to also note that on the scope of works there is a breakdown of the notice that suppliers will be given to establish on site.</p> <p>Transnet has included the hours for the emergency on the amended request for proposal.</p>	

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6.	<u>ACTION ITEMS</u>	
	<p><u>The addendum will address the following:</u></p> <p>The error made on the RFP document with regards to the establishment and de-establishment item number not matching the requirement of the machines required. BOQ will be updated to allow bidders enough space to price the different rates (i.e normal rate, overtime Saturday and Sunday rates).</p> <p>Minutes will be issued that will address everything that has been discussed during the RFP briefing.</p>	
7.	<u>CLOSING & SIGNING CERTIFICATE OF ATTENDANCE</u>	
	The certificate of attendance was signed by the Technical Buyer for Tenderers that were present.	PM

Compiled By:

Signature:  Date 29/01/2026
TRIM REPRESENTATIVE (TECHNICAL BUYER)
PHIWAKAHLE MBONA

Accepted By:

Signature:  Date: 29/01/2026
TRIM REPRESENTATIVE (ENGINEER)
THULISILE MALAPANE