

ATTENDING AND PARTICIPATING IN A MEETING

- **Meeting recording:** Please note the meeting will be recorded , Meeting recordings will become available shortly after the conclusion of the meeting.
- **Enter muted.** Enter any meeting with your mic muted.
- **Think about the background.** Whatever is in the room behind you might not be appropriate for a meeting or could be distracting to others. Cameras pointed up at ceiling fans are also a visual distraction for some attendees. Consider using the *blur my background* feature in MS Teams or keep camera off.
- **Mute other devices and apps.** Make sure to mute your cell phone and close any other apps on your computer/laptop that might send distracting notifications.
- **Use chat window.** Kindly Consider, asking your questions in the chat window.
- **Be clear, concise.** Speak in a concise and clear manner and tone so that everyone can hear what you are saying.

BRIEFING SESSION :MAINTANACE OF THE SOLAR PV PLANTS FOR THE PERIOD OF THREE YEARS AT UPINGTON INTERNATIONAL AIRPORT,GEORGE AIRPORT & KIMBERLY AIRPORT.

REG6561/2021/RFP

Presented by Onkgopotse Boikanyo



A person with a backpack is walking away from the camera on a moving walkway in an airport terminal. The walkway is flanked by glass railings and large windows on the left, and a series of shops and advertisements on the right. The ceiling is high with visible structural elements and lighting. The overall atmosphere is that of a busy, modern transit hub.

AGENDA



CONTENTS

28/06/2021

1 | INTRODUCTION AND WELCOME

2 | CLARIFICATION AND
COMMUNICATION

3 | EVALUATION CRITERIA

4 | SUBMISSION INSTRUCTIONS

5 | QUESTIONS

6 |

- **HOT-LINE**
- ACSA subscribes to fair and just administrative processes. ACSA therefore urges its clients, suppliers and the general public to report any fraud or corruption to:
- Airports Company South Africa TIP-OFFS ANONYMOUS
- **Free Call: 0800 00 80 80**
- **Free Fax: 0867 261 681**
- **Email: acsa@thehotline.co.za**

- Request for clarity or information on the tender may only be requested until **FRIDAY 13th August 2021 by close of business.**
- All responses to queries or for clarity sought by a bidder will also be sent to all other entities which have responded to the Request for Bids **within forty-eight (48) hours** of clarification sought.
- Bidders may not contact any ACSA employee on this tender other than those listed above. Contact will only be allowed between the successful bidder and ACSA Business Unit representatives after the approval of a recommendation to award this tender. Contact will also be permissible in the case of pre-existing commercial relations which do not pertain to the subject of this tender.

Clarification and Communication Name: **Onkgopotse Boikanyo**

Designation: **Senior Buyer**

Tel: **011 723 1568**

Email: Onkgopotse.Boikanyo@airports.co.za

SUBMISSION INSTRUCTIONS

- Bidders are requested to submit contacts (Name of bidder, contact person name, e-mail address and contact number) for access to information that is intellectual property and confidential. Bidders will be required sign a non-disclosure and confidentiality form (Form C13 in this bid document).
- The closing time for receipt of tenders is Friday 27th AUGUST 2021 at 10h00 am (South African Standard Time).
Tenders must be submitted in pdf format via email to Onkgopotse.Boikanyo@airports.co.za
- Bidders must not email their submission as one big attachment. Kindly break your submission in at least (04) four or more attachments of 4MB each.
- Please send an additional email to Onkgopotse.Boikanyo@airports.co.za stating that you have made a submission once you have sent all your attachments.
- Bidders are requested to submit all bids in the format provided ,no other format will be acceptable.
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A person with a backpack is walking away from the camera on a moving walkway in an airport terminal. The walkway is flanked by glass walls and various advertisements. The scene is brightly lit with overhead lights.

EVALUATION CRITERIA



Pre-Qualification Criteria

In terms of the PPPFA Regulation 4, an organ of state can apply pre-qualifying criteria to advance certain Designated Groups.

Accordingly, only the bidders with a minimum B-BBEE status Level 1,2,3 are eligible to bid. Please note in the event of a joint venture (JV) a valid consolidated BBBEE verification in the name of the JV shall be submitted.

Mandatory Administration Criteria

- (a) Completed in full and signed Form of offer C1.1.
- (b) Only tenderers who are a CIDB contractor grading of 3ME or higher.
- (c) Letter of Good standing with workman's compensation commissioner COIDA.
- (d) SBD 8 (**declaration of bidder's past supply chain management practices**)

It should be further noted that a minimum qualifying score per criteria must be met as set out in this bid document. Only tenderers scoring the minimum for each sub criterion of functionality will be considered for further evaluation on Price and B-BBEE

FUNCTIONALITY EVALUATION OVERVIEW

Points allocated for Functionality shall be evaluated in accordance with the criteria as listed below. An overall minimum threshold of **60 points out of 100** must be achieved for the tender to be eligible for further evaluation on Price and B-BBEE.

Bidders who also fail to achieve the minimum score per criteria will be disqualified and not be eligible for further evaluations.

Criteria Description	Minimum Threshold	Weight																
1. Experience Proven experience in Operations and Maintenance of Solar PV Plants <ul style="list-style-type: none">Maintenance 2 Sites 10Maintenance 4 Sites 15 Proven experience must be demonstrated by means of list of projects and high-level detailed scope with Purchase orders or Contracts awarded etc	10																	
2. Reference Contactable references for where works was executed. <ul style="list-style-type: none">2 References 104 Referees 15 Contractable references must include site where project/contract was done, this must include telephone or cell phone numbers, email address and contact names.	10																	
3. Electrician Relevant Maintenance experience (details and reference to be supplied) <table><tr><td>>5 Yrs</td><td>3 - 5 Yrs</td><td><3 Yrs</td></tr><tr><td>10</td><td>5</td><td>0</td></tr></table> Relevant Education (certified qualification certificate to be provided) <table><tr><td>> N2 Elec</td><td>= N2 Elec</td><td>< N2 Elec</td></tr><tr><td>10</td><td>5</td><td>0</td></tr></table> Trade test Certification <table><tr><td>Provided</td><td>Not Provided</td></tr><tr><td>10</td><td>0</td></tr></table>	>5 Yrs	3 - 5 Yrs	<3 Yrs	10	5	0	> N2 Elec	= N2 Elec	< N2 Elec	10	5	0	Provided	Not Provided	10	0	5	
>5 Yrs	3 - 5 Yrs	<3 Yrs																
10	5	0																
> N2 Elec	= N2 Elec	< N2 Elec																
10	5	0																
Provided	Not Provided																	
10	0																	
4. Electrician Assistant Relevant Education (certified qualification certificate to be provided) <table><tr><td>> N2 Elec</td><td>N2 Elec</td><td>>N2 Elec</td></tr><tr><td>10</td><td>5</td><td>0</td></tr></table> Relevant Maintenance experience (details and reference to be supplied) <table><tr><td>>2 Yrs</td><td>1 - 2 Yrs</td><td><1 Yrs</td></tr><tr><td>10</td><td>5</td><td>0</td></tr></table>	> N2 Elec	N2 Elec	>N2 Elec	10	5	0	>2 Yrs	1 - 2 Yrs	<1 Yrs	10	5	0	5					
> N2 Elec	N2 Elec	>N2 Elec																
10	5	0																
>2 Yrs	1 - 2 Yrs	<1 Yrs																
10	5	0																
5. Maintenance Programme & Schedule <ul style="list-style-type: none">No Program 0Programme without timelines 5Program with timelines 10 The respondent will provide a preliminary Maintenance Plan (Microsoft Project format or excel) which demonstrate realistic time frames which meets the required maintenance and service frequency.	5																	

A person with a backpack is walking away from the camera on a moving walkway in an airport terminal. The walkway is flanked by glass railings and large windows on the left, and a series of shops and advertisements on the right. The ceiling is high with exposed ductwork and lights. The overall atmosphere is busy and modern.

SCOPE OF WORKS

BY Tshego Ntombela

Employer's objectives

The two Solar Plants at Upington International Airport and Kimberley Airport each have an installed capacity of 500 kWp, while the Solar Plant at George Airport have an installed capacity of 750 kWp. The plants were commissioned in May 2016, June 2016, and February 2016 respectively. To date, the operations and maintenance of these plants have been done by the installation/construction contractor, as part of the construction tender awarded to them. These contracts have reached its end and since ACSA does not have the suitably trained personnel to operate and maintain these plants, an external service provider with the desired qualifications, knowledge and skills are sought to operate and maintain these plants for a period of three (3) years.

Scope of work

The service provider should operate and maintain these plants effectively and optimally to ensure that the Quarterly energy yield does not deteriorate beyond the design specification of 0,4% per annum.

The scope of work includes (but not limited to) the following to be done according to a Maintenance Schedule:

- Solar PV Module cleaning and maintenance
- Solar PV Module connection integrity and maintenance
- Junction/String combiner box integrity and maintenance
-

PLEASE NOTE THIS IS A SUMMARY OF THE SCOPE .THE FULL SCOPE OF WORK IS SPECIFIED IN FULL ON THE BID DOCUMENT

- Thermographic imaging and corrective action
- Inverter maintenance
- Structural integrity and maintenance
- Auxiliary and ancillary systems maintenance
- Vegetation control
- Earthing Maintenance
- LV cabling maintenance
- Spare parts management and inventory control
- Verification and calibration of meteorological equipment

The following will also be required as part of the scope of works:

- Real-time performance monitoring and reporting showing the total yield of the plant, the kWh used by the airport and the kWh exported to the grid
- Monthly service reports detailing all the maintenance and corrective actions with root cause analysis where relevant, including the performance of the plant and comparison against the expected performance of the plant with real time performance monitoring results
- Corrective maintenance
- Knowledge Transfer for three ACSA employees per solar PV plant every quarter, which must cover the entire maintenance contract on technical issues as well as administrative tasks, competencies required and practical experience which must be acquired during the management of the contract
- Preparation and lodging of claims on equipment warranties/guarantees on behalf of ACSA

The maintenance must be performed according to the Original Equipment Manufacturer (OEM) Specifications as a minimum and ensure that output of the plant is optimized while ensuring longevity of plant equipment, without causing safety or health hazards to the environment or people.

Activity Schedule

After successfully complying to the minimums of the functionality criteria, the bid document then progresses to the pricing stage.

The contract is an NEC3 Term Services Contract. Please ensure that you obtain a copy of the April 2013 Edition to know the clauses of the contract. Only contract data and amendment clauses are provided in the document.

Please take note that the Form of Offer page will be taken as the contract value. Therefore, take care to ensure the accuracy of the rates and Sub-totals entered into the activity schedule of the price list (Section C2.2). In the event of any discrepancy between the total contract value calculated in the Pricing Data and the amount entered in the Offer page of the Form of Offer and Acceptance, the amount entered in the Offer page will be taken as the contract value.

In populating the rates and sub-totals in the Pricing Data, please carefully take note of the requirements of the Service Information, as it has a direct bearing on the pricing. The successful bidder will be held liable for the performance of the whole contract, regardless of whether or not this was taken into account by the bidder during the calculation of the contract value. Please ensure that all areas of the Pricing Data are complete in full. Any area of the Pricing Data that is struck through or left blank shall be taken to mean that a charge of R 0.00 will be made to the Employer for that item, and shall not be taken to mean a reduction in liability to perform any part of the scope of work (Service Information).

Item no.	Activity Description	Frequency	Quantity (per year)	(per single item)	Total (per year)
1	Contract Management and administration (including required reporting such as Quarterly service reports, spares inventory management reports, parking, etc.).	Quarterly	4	R	R
2	Insurance (All ACSA required insurance)	Quarterly	1	R	R
3	Permits, Induction, Medicals (Permits valid for 2 years)	Once-off	3	R 1 574,00	R 4 722
4	OHS Act Safety Plan and environmental compliance (safety file preparations)	Once-off	1	R	R
5	Travelling to Site (reimbursable with proof of spend)	Quarterly	4	R	R
6	Quarterly Preventative Maintenance (GRJ)	Quarterly	4		R
7	Quarterly Preventative Maintenance (KIM)	Quarterly	4		R
8	Quarterly Preventative Maintenance (UPN)	Quarterly	4		R
	Preventative Maintenance Sub-Total A (per year)				R4 722

Description	Qty	Call out fee	Total / year
Call-out fee: Includes first hour on site and travelling fee (George)	8	R	R
Call-out fee: Includes first hour on site and travelling fee (Kimberley)	8	R	R
Call-out fee: Includes first hour on site and travelling fee (Upington)	8	R	R
Engineer / OEM Specialist	4	R	R
Electrician	15	R	R
Assistant / Labourer	15	R	R
Labour Sub-Total B (per year)		R	

Description	Total (excluding VAT)
Preventative Maintenance - Sub-Total A	R
Call Outs - Sub-Total B	R
1 Year estimated contract value	R

Description	Total (excluding VAT)
Escalation Rate	<u> 4 </u> %
Year 1 Contract Amount	R
Year 2 Contract Amount	R
Year 3 Contract Amount	R
3 Years Estimated Contract Value	R

Bid document and technical queries

In the event that irrelevant, erroneous or confusing text is found in the bid document, please kindly raise the query through the channels established in this bid document.

Also please note that no employee may receive or entertain any queries that are not formally logged through the processes outlined in this bid document. Please kindly direct all technical, financial or commercial queries pertaining to this bid document (IN WRITING) to the following e-mail address:

❖ Onkgopotse.Boikanyo@airports.co.za

This is to ensure that any responses, as well as amendments and/or addendums to the bid document, are effectively and efficiently communicated to all bidders who have indicated an interest in this tender by attending this briefing session.

Please also take careful note of the expiry date on this tender for any and all queries.

SUBMISSION INSTRUCTIONS

- Bidders are requested to submit contacts (Name of bidder, contact person name, e-mail address and contact number) for access to information that is intellectual property and confidential. Bidders will be required sign a non-disclosure and confidentiality form (Form C13 in this bid document).
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A photograph of an airport departures board. The board is a large digital screen with a blue header that reads 'Departures' and a digital clock showing '14:37'. Below the header is a table with columns for Flight, Destination, Time, Gate, Status, and New Time. The table lists various flights to destinations like Seychelles, Harare, Lesotho, Maseru, Gaborone, Manzini, Ndola, Lusaka, Luanda, Hong Kong, Nairobi, and Istanbul. Some flights are marked as 'Closed' or 'Final Call'. A large, semi-transparent 'THANK YOU' text is overlaid on the right side of the board.

Flight	Destination	Time	Gate	Status	New Time
HM060	Seychelles	13:58	A11	Closed	
SA028	Harare	14:55	A01	Final Call	
SA060	Lesotho	15:00	A05	Gate	
SA0062	Maseru	15:00	A19	Closed	
BP206	Gaborone	15:00	A15		
SA1775	Gaborone	15:45	A35		
FH8336	Harare	15:50	A21		
SA0086	Manzini - King Msw	16:05	A29		
SA0156	Ndola	16:05	A27		
SA0164	Lusaka	16:20	A19		
SA0102	Harare	16:20	A21		
DT578	Luanda	16:35	A07-08		
SA286	Hong Kong	16:50	A05		
SA0458	Gaborone	17:00	A10		
KQ763	Nairobi	17:30	A15		
TK043	Istanbul	18:10	A05		

DISCLAIMER

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Any decision to enter into a transaction should be made on the basis of information contained within an offering circular, programme memorandum or prospectus published in relation to such an offering. The Company does not guarantee or otherwise assure the expected results of any transaction as envisaged in this presentation. You shall not be entitled to place any reliance on the information contained in this presentation for the purposes of entering into any proposed transaction or otherwise.



The background of the slide is a dense, overlapping field of three-dimensional question marks. These symbols are rendered in various shades of blue, from a light, airy sky blue to a deep, dark navy blue. They are scattered across the entire frame, creating a sense of depth and complexity. A semi-transparent teal rectangular box is positioned in the center-right of the image, serving as a backdrop for the title text.

QUESTIONS