

	Meeting Minutes	Template Identifier	240-54076329	Rev	8
		Effective Date	September 2022		
		Next review date	September 2025		
		Generation			

Meeting Name: Clarification meeting – Supply And Delivery Of Various Lime And Water Treatment And Plant Spares On And As An When Required Basis For A Period Of 3 Year

Date:	Time:	Venue:	Meeting No.:
09 November 2023	09H00 – 10H00	Microsoft Teams	01

Item	Subject & salient points	Decisions & Action items	Responsibility	Target date
1.	1.1. Opening, welcome, Attendance and Apologies	<ul style="list-style-type: none"> Chairperson welcomed all present. On behalf of Eskom: Phethole Malema Maluta Mukwevho Jerushan Pillay Gift Mamize Spha Biyela Sibusiso Ngwenya Derik Mahlalela 	Chairperson Abram Rakgetse	
	1.2. Safety and Emergency Evacuation Procedure	<p>The attendees confirmed that they are safe in their workspace and know how to evacuate in case of emergency</p> <ul style="list-style-type: none"> Tenderers were taken through the evaluation stages 	All	N/A

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2.	Declaration of Interest & appointments	No conflict of interest was declared by Abram, and he introduced all the colleagues joining	Abram	
3.	Commercial	<ul style="list-style-type: none"> Buyer read through what qualifies as basic compliance Reverse auction is applicable Tender closing 28 November 2023, to be delivered at Smuts and validity requested is 120 days 	Abram Rakgetse	
4.	Scope of work and Technical Evaluation Criteria	<p><u>Scope of work</u></p> <ul style="list-style-type: none"> Jerushan gave a background on why the spares are needed (Gearboxes, Lime feeders, Stirrer etc.) Tenderers were taken through the specs Nozzles required on the water plant side Databooks and QCPs will be required on the PO side <p><u>Technical Criteria</u></p> <ul style="list-style-type: none"> Technical evaluation was shared with the potential tenderers 	Jerushan Pillay	
5.	Finance	<ul style="list-style-type: none"> Suppliers not to tamper with pricelist Suppliers to ensure they tender all the items and is aligned to the offer and acceptance 	Phetole Malema	


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		<ul style="list-style-type: none"> CPA to be proposed, direct and subcontracting fees need to be proposed – said in general for future contracts Reverse auction do not submit prices 		
6.	Supplier Development Localisation and Industrialisation	<ul style="list-style-type: none"> JV's to submit JV documents – agreement, BEE for the JV, register the JV on CSD Specific goals BEE is mandatory but if not submit you will score zero Sworn affidavits to be completed correctly, Abram to attach Designated sectors – Annexure C to be completed by the successful companies because the price cannot be indicated since its an auction. Need to be bought locally if not you can apply for an exemption from DTI and that should be submitted together with the tender document. DTI does monitor suppliers where the items are sourced CSI is 2% requested 	Maluta Mukwevho	
7.	SHEQ Criteria	SAFETY <ul style="list-style-type: none"> Gift took the tenderers through the safety requirements 	Gift Mamize	

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		ENVIRONMENTAL <ul style="list-style-type: none"> Tenderers taken through environmental requirements 		
	General	<ul style="list-style-type: none"> None 		

Signed as a correct record: _____
Chairman

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