
	E2917NTCSAMWP Tender Clarification Meeting Minutes for the provision of security systems and services for Simmerpan, Tower Testing Station, and Duvha SOC sites for a period of sixty (60) months.	Template Identifier	559-104411519	Rev	1
		Effective Date	July 2024		
		Next review date	July 2027		
		NTCSA			

Meeting Name: Tender Clarification Meeting Minutes for the provision of security systems and services for Simmerpan, Tower Testing Station, and Duvha SOC sites for a period of sixty (60) months.			
Date:	Time:	Venue:	Meeting No.:
22 May 2026	10H00 AM	MS Teams	01-2026

Item	Subject & salient points	Decisions & Action items	Responsibility
1.	Opening: 1.1 Welcome 1.2 Apologies and quorum	<ul style="list-style-type: none"> The chairperson welcomed all present in the meeting. Attendance Register was downloaded from MS Teams and suppliers were also requested to type their names and company name on the MS Teams meeting chat box. Apology: One of Quality Representatives, Environmental Representative and Two Technical Representatives.	Chairperson
2.	Safety and Emergency Evacuation Procedure	All to be familiar with their evacuation routes where they are attending the meeting from and should know how to evacuate safely in case of an emergency. All attendees confirmed they are safe.	Chairperson
3.	Declaration of Interest	No conflict of interest was declared.	

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4.	Verification of minutes of previous meeting/s	Not Applicable	
5.	Action items from previous minutes	Not Applicable	
5.1	Meeting No. Action Item No.	Not Applicable	
6.	Matters of discussion		
6.1	Invitation to Tender	<ul style="list-style-type: none"> • Original Tender Closing deadline: 10 June 2026 at 10h00 AM. • Revised Tender Closing date: 30 June 2026 at 10h00 AM. • Enquiry number: E2917NTCSAMWP • Late tenders will not be accepted. • Tenders are to be submitted electronically via Eskom E- tendering site by the stipulated closing date and time. Please note it is the responsibility of the supplier to ensure that the tender submission is submitted before the closing date and time. • The tenderer must submit the returnables at stipulated deadlines as set out in the Invitation to Tender. • Enquiry documents to be obtained from the NTCSA Tender Bulletin or National Treasury e-Tender Portal. • All queries regarding the tender must be directed to the NTCSA representative. 	NTCSA commercial representative

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		<ul style="list-style-type: none"> Tender validity period: 150 days. <p>NTCSA may extend the validity period for a specified additional period. Should extension of validity be required by NTCSA, tenderers agreeing to the request will not be required or permitted to modify a tender. If a tenderer modifies a tender, such a tender will be disqualified from the evaluation process.</p> <p>For Electronic Tender Submissions</p> <p>The tenderer must upload the tender via NTCSA Tender bulletin site on the Eskom E-tendering page. The documents need to be upload under the folder Technical, Commercial, Financial, and other.</p> <p>The limit is 50MB per file and total submission of 900MB per submissions.</p> <p>The price list needs to be submitted in PDF and a copy in excel format.</p> <p>No Zip/condense files can be uploaded.</p> <p>No hard copy will be accepted.</p> <p>If for some reason you resubmit your tender, then the latest version of the tender submitted will only be accepted and all previous submission/s will be null and void.</p>	

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		<p>Please ensure that the submission status is indicated as complete.</p> <p>Supplier Help Manual guide and video can be found on Eskom E-Tendering page.</p> <ul style="list-style-type: none"> Seeking clarification <p>The tenderer will notify NTCSA of any clarifications required before closing time for clarification queries, which is 10 working days before the deadline for tender submission. This includes the requests for extension for tender closing date.</p> <p>Any addenda or clarifications to the Invitation to Tender (ITT) will be posted on the e-tender portal and the Tender Bulletin. Tenderers must review these platforms for updates before finalizing their bid submissions. NTCSA will not be responsible for any disadvantages or disqualifications resulting from Tenderers not accessing the latest ITT information.</p> <ul style="list-style-type: none"> Payment Terms <p>Tenderers are requested to bear in mind NTCSA's standard payment terms as stipulated hereunder when submitting tenders and concluding contracts with NTCSA:</p>	

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		<p><u>For contracts valued below R50 000 000 (Fifty Million Rand) including VAT, NTCSA is committed to paying Suppliers within 30 days of receipt of undisputed invoices.</u></p> <p><u>For contracts valued above R50 000 000 (Fifty Million Rand) including VAT, NTCSA is committed to paying suppliers within 60 days of receipt of undisputed invoices.</u></p> <ul style="list-style-type: none"> Contractual conditions <p>The conditions of contract will be the NEC3 Term Service Contract (TSC3).</p> <p>Suppliers were requested to complete the NEC3 TSC published in the tender advert and return it with other tender returnables.</p> <ul style="list-style-type: none"> Ranking of tenders <p>Tenderers will be ranked by applying the preferential point scoring for the 90/10 system. NTCSA will add the score from Pricing and Specific Goals together and rank the suppliers from the highest to the lowest. Prices will be scored out of 90 points and specific goals (B-BBEE) will be scored out of 10 points.</p> <p>If a tenderer fails to submit evidence of its points claim for a Specific Goal, it will not be disqualified. However, it will be awarded 0 points for that Specific Goal.</p>	

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6.2	Commercial	<ul style="list-style-type: none"> Basic Compliance: <p>Basic compliance with this enquiry requires a tenderer to meet all the following requirements:</p> <p>Basic compliance for this invitation to tender are:</p> <ol style="list-style-type: none"> Meet the eligibility criteria for a tenderer; Submit a complete tender with commercial, financial and technical information; and Submission of the mandatory commercial tender returnables as at stipulated deadlines. <p>For E-Tendering, a tenderer's failure to have submitted/uploaded tender documents will render the tender non-responsive.</p> <ul style="list-style-type: none"> Mandatory tender returnables: <p>A tenderer that does not submit mandatory documents or the complete information required in mandatory documents by the deadlines stipulated in the Tender Returnable section will be deemed non-responsive.</p> <p><u>Mandatory Contractual Requirements that must be included in all tenders is the following:-</u></p>	NTCSA commercial representative

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		<ul style="list-style-type: none"> Proof of Central Supplier Database (CSD) registration (MAA.....). 	
6.3	Technical	<ul style="list-style-type: none"> One of the Technical Reps explained the scope of work and technical evaluation criteria. Tenderers to refer to the Invitation to tender/ technical evaluation criteria published for detailed technical tender returnables. 	NTCSA Technical representative
6.4	Objective criteria <ul style="list-style-type: none"> SDL&I 	<p>The Objective criteria was explained in detail and tenderers are to submit the following documents:</p> <ul style="list-style-type: none"> B-BBEE certificate/ sworn affidavit for preference points scoring; Tenderers were encouraged to propose the number of skills that they are going to develop should they be successful to be awarded a contract; Tenderers were encouraged to propose the number of jobs to be created/ retained should they be successful to be awarded a contract; and Note: Should the successful supplier fail to abide by the SDL&I contractual obligations during contract execution, a 2.5% penalty will apply. Tenderers to refer to the Objective criteria for detailed information. 	NTCSA SDL&I representative
6.5	Contractual Requirements:	<u>Mandatory Contractual Requirements that must be included in all tenders is the following:-</u>	NTCSA Safety, Quality, Management Accounting and

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	<ul style="list-style-type: none"> Proof of CSD registration, Safety Health, Quality and Environmental (SHEQ), requirements and Financial Analysis 	<ul style="list-style-type: none"> Proof of Central Supplier Database (CSD) registration (MAA.....). <p><u>Additional Contractual Requirements</u></p> <p>Safety and Quality</p> <ul style="list-style-type: none"> The Safety and Quality Rep explained the Safety and Quality Requirements in detail and tenderers are to refer to the Invitation to tender/ Safety and Quality requirements for a detailed list of tender returnables. The Commercial Representative explained the Environmental Requirements in absentia of the Environmental Rep. <p>Financial Analysis</p> <ul style="list-style-type: none"> The Management Accounting Rep explained that tenderers are to submit their latest Audited Financial Statements, and it should be in English, signed by an independent auditor or accounting officer, including director's or member's report, balance sheet, income statement, changes in equity, cash flow statement, and notes. <p>Supplier screening</p> <ul style="list-style-type: none"> It should be noted that the successful supplier will be subjected to security screening by SSA (State Security Agency) wherein the Company profile, CIPC 	Commercial representative

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		<p>documents, CSD report; Members/ Director’s or owner’s ID copies and ID copies for Employee’s who will be deployed on site need to be submitted.</p> <p>SHEQ requirements post contract award</p> <ul style="list-style-type: none"> Tenderers are to familiarize themselves with the SHEQ requirements post contract award <p>The shortfalls will be communicated upfront to the tenderer/s who will then be requested to attend a session (if needed) where the functional specialist will assist the tenderers to understand the outstanding requirements. The tenderer will then be afforded opportunity to correct and resubmit within 7 calendar days after the clarification session or within 7 calendar days of receiving an email to re-submit the outstanding requirements.</p> <p>Contractual Requirements are not evaluation criteria. They will be assessed after the evaluation and ranking of the tenders. Proof that the tenderer recommended for award has met the stipulated contractual requirements must be submitted prior to contract award.</p> <p>Failure to meet stipulated Contractual Requirements by the stipulated deadlines may result in the tenderer being regarded as non-responsive and ineligible for contract award.</p>	

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6.6	Pricing Schedule	<ul style="list-style-type: none"> Tenderers were requested to complete the pricing schedule published and submit at tender closing date. The pricing schedule with tender rates should be submitted at tender closing date, failure to do so, the tender will be disqualified. Tenderers were requested to submit to their CPA indices proposal, if not submitted at tender closing date, tenderers will not be disqualified however prices will be evaluated as fixed and firm, and the contract price will be treated as fixed and firm for the entire duration of the contract. 	NTCSA QS
7.	General	None	
8.	Closure	Meeting adjourned at 11:54	

Signed as a correct record:

R. Molapo
Chairman

12.06.2026
Date


End user

12/06/2026
Date

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