

**MINUTES OF COMPLUSORY CLARIFICATION MEETING FOR RFP NO.:  
TNPA/2023/08/0004/38114/RFP**

**REQUEST FOR PROPOSAL (RFP) FOR THE PROVISION OF ELECTRICAL EQUIPMENT, SERVICING, MAINTENANCE, REPAIRS, INSPECTION AND CERTIFICATION OF ELECTRICAL COMPONENTS AND SYSTEMS ON-BOARD MARINE CRAFTS FOR THE EIGHT (8) COMMERCIAL PORTS OF TRANSNET NATIONAL PORTS AUTHORITY (TNPA) FOR A PERIOD OF THREE (3) YEARS ON AN "AS AND WHEN REQUIRED" BASIS.**

**VENUE: Microsoft Teams on 07 May 2024, at 10:00 am [10 O'clock] for a period of ± 2 (two) hours.**

**IN ATTENDANCE:**

**Transnet National Ports Authority (TNPA) Employees in attendance:**

1. Xolani Mdluli (XM): Commodity Specialist
2. Stephen Bailey (SB): Senior Engineering Manager
3. Ronald Roberson (RR): Marine Intern

**Tenderers in attendance:**

- |  |                                       |
|--|---------------------------------------|
| 1. Voltmech cc                             | 13. NECS Electrical Contractors       |
| 2. The well contracting and trading        | 14. Cavaldo Trading (Pty)Ltd          |
| 3. Komanim Trading                         | 15. Siemens Energy Pty Ltd            |
| 4. Mabija Building and Civil Construction  | 16. F&J Electrical                    |
| 5. Uptown Trading 475cc t/a Mvuzo Elec Eng | 17. AEJP Projects Electrical Division |
| 6. Bukhosibamambo Investment.              | 18. Alexadrah Third 3330I Trading CC  |
| 7. SM Villo Plant Hire & Rigging CC        | 19. Divas electrical Contractor CC    |
| 8. Hulas royal college pty Ltd             | 20. Calvado Trading Pty Ltd           |
| 9. Ikamvalethu Engineering                 | 21. GAP Management                    |
| 10. SIKS Electrical & Security Systems     | 22. Masina Engineering                |
| 11. ML Nkosi Electrical Contractors JV.    |                                       |
| 12. Mabija Building and Civil Construction |                                       |

*NB: Various companies attended the non-compulsory briefing session including the above.*

| ITEM | DESCRIPTION   |       |
|------|---|-------|
| 1.   | <b>Opening and Welcome</b>  | (XM)  |
|      | XM welcomed all present to the non-compulsory briefing session.   |       |
| 2.   | <b>In Attendance</b>  | (All) |
|      | All bidders present were requested to to drop their contact details on the chat as they will be used for communication  |       |
| 3.   | <b>Introductions</b>  | (XM)  |
|      | XM requested the Team to introduced themselves.   |       |
| 4.   | <b>Tendering Process &amp; Tender Evaluation Procedure</b>  | (XM)  |
|      | <p><b>XM took attendees through the tendering procedures, and Invitation as follows:</b></p> <ul style="list-style-type: none"> <li>• This briefing session is non-compulsory, tenderers failing to attend the non-compulsory briefing meeting will not result in disqualification.</li> <li>• Bidders were requested to remain for the entire duration of the briefing session as important information pertaining to the RFP will be presented.</li> <li>• This session was recorded and minutes of the meeting will be shared with those that attended the meeting, uploaded onto the Transnet e-tender portal and National Treasury e-tender portal.</li> <li>• All Clarification questions will be recorded, the answers will be consolidated and will be uploaded onto the Transnet e-tender portal and National Treasury e-tender portal.</li> </ul> <p><b>Tender Invitation:</b></p> <ul style="list-style-type: none"> <li>• The cut-off date for any additional clarification questions in writing will be before 12h00 on <b>14 May 2024 as indicated on Section 8: RFP Clarification Form</b>. Tenderers should use returnable schedule Section 8-RFP Clarification Form for any questions related to this tender and e-mail it to <a href="mailto:TNPATenderenquiries2@transnet.net">TNPATenderenquiries2@transnet.net</a>.</li> <li>• <b>The Procurement Lead will provide written responses to all additional questions received in writing.</b></li> <li>• After the closing date of the RFP, a Respondent may ONLY communicate using <a href="mailto:TNPATenderenquiries2@transnet.net">TNPATenderenquiries2@transnet.net</a> on any matter relating to this RFP. A copy of this presentation will be uploaded onto the Transnet e-tender portal and National Treasury e-tender portal.</li> <li>• <b>The closing date for this RFP is the 24 May 2024 before 16h00 (The tender closes at the Transnet e-Tender Submission Portal: <a href="http://www.transnet.net">www.transnet.net</a>).</b></li> </ul> |       |

| ITEM | DESCRIPTION   |                |
|------|---|----------------|
|      | <p>Bidders were requested to submit supporting documents together with their proposals such as :</p> <ul style="list-style-type: none"> <li>• Central Supplier database proof of registration</li> <li>• Tax Pin to check tax matters</li> <li>• Valid B-BBEE certificate i.e SANAS accredited for Generic size companies, Sworn affidavit for EMEs and QSE who are 51 % black owned.</li> <li>• Complete tender documents in full, sign where they are required to sign and submit on time to avoid any technical glitches because the principle is that when document are submitted late or to the wrong platform, it will not be accepted for evaluation.</li> </ul>   |                |
| 6.   | <b>Scope of Works</b>   | (RR)           |
|      | RR took the members through the Scope of Work-refer to the RFP.   |                |
| 7.   | <b>Evaluation Methodology by Technical Team</b>   | (XM) and (RR), |
|      | <p><b>XM presented Transnet's 7 stages of evaluation of the evaluation methodology</b>-Refer to the presentation:</p> <p><b>STEP ONE-The test for Administrative responsiveness was presented in detail as follows:</b></p> <ul style="list-style-type: none"> <li>• Whether the Bid has been lodged on time.</li> <li>• Whether all Returnable Documents and/or schedules [where applicable] were completed and returned by the closing date and time.</li> <li>• Whether all Returnable Documents and/or schedules [where applicable] were completed and returned by the closing date and time</li> </ul> <p><i>The test for administrative responsiveness must be passed for the bidder to progress to <b>STEP TWO</b>.</i></p> <p><b>STEP TWO-The test for Eligibility Criteria responsiveness to this RFP will include the following:</b></p> <ul style="list-style-type: none"> <li>• The bidder must submit with the tender a proof of registration or certificate confirming that the company is registered as an Electrical contractor with the Department of Employment and Labour.</li> <li>• The bidder must submit with the tender a proof of registration or certificate confirming that the company is registered as an Electrical contractor with the Department of Employment and Labour.</li> <li>• Whether the bidder has completed the Bill of Quantities in full for the region(s) they intend to bid for. <b>NB: Incomplete Bill Of Quantities(BOQ) will result in disqualification.</b></li> </ul> |                |

| ITEM   | DESCRIPTION   |                        |                                    |       |           |  |           |  |
|--|---|------------------------|------------------------------------|-------|-----------|--|-----------|--|
|  | <p><i>The test for substantive responsiveness [Step Two] must be passed for a Respondent's proposal to progress to <b>Step Three</b> for further evaluation</i></p> <p><b>STEP THREE-The test for Functionality(Technical) responsiveness to this RFP will include the following:</b></p> <ul style="list-style-type: none"> <li>- RR presented in detail to the attendees <i>Technical Evaluation Criteria</i></li> <li>- and evidence required for the tenderer to score points.</li> </ul> <p><b>STEP FOUR-Price and B-BBEE Evaluation</b></p> <ul style="list-style-type: none"> <li>- XM presented Price and B-BBEE(specific goals)</li> <li>- The value of this bid is <b>estimated to not exceed R50 million</b> and therefore the <b>80/20 preference point system</b> shall be applicable.</li> <li>- The Finance and team shall conduct financial and price evaluation to check the following: <ul style="list-style-type: none"> <li>- Financial stability of the bidder</li> <li>- If the bid price is market related or falls within the budget</li> <li>- The pricing activities to be checked for any discrepancies and/or arithmetical errors.</li> </ul> </li> </ul> |                        |                                    |       |           |  |           |  |
| <b>8.</b>  | <b>Supplier Development</b>   | (XM)                   |                                    |       |           |  |           |  |
|  | <p>In terms of Transnet Preferential Procurement Policy (TPPP), the following preference points must be awarded to a bidder who provides the relevant required evidence for claiming points.</p> <table border="1" data-bbox="188 1245 1315 1794"> <thead> <tr style="background-color: #d9ead3;"> <th data-bbox="188 1245 960 1346">Selected Specific Goal</th> <th data-bbox="960 1245 1315 1346">Number of points allocated (80/20)</th> </tr> </thead> <tbody> <tr> <td data-bbox="188 1346 960 1397">Price</td> <td data-bbox="960 1346 1315 1397"><b>80</b></td> </tr> <tr> <td data-bbox="188 1397 960 1794">                     Specific goals – Scorecard                     <ul style="list-style-type: none"> <li>• B-BBEE Status Level of Contributor 1 or 2 <b>(10 points)</b></li> <li>• +50% Black Youth Owned Entities <b>(5 points)</b></li> <li>• 30% Black women Owned entities <b>(5 points)</b>.</li> </ul>                     Non-Compliant and/or B-BBEE Level 3-8 contributors <b>(0 points)</b> </td> <td data-bbox="960 1397 1315 1794"><b>20</b></td> </tr> </tbody> </table>   | Selected Specific Goal | Number of points allocated (80/20) | Price | <b>80</b> | Specific goals – Scorecard <ul style="list-style-type: none"> <li>• B-BBEE Status Level of Contributor 1 or 2 <b>(10 points)</b></li> <li>• +50% Black Youth Owned Entities <b>(5 points)</b></li> <li>• 30% Black women Owned entities <b>(5 points)</b>.</li> </ul> Non-Compliant and/or B-BBEE Level 3-8 contributors <b>(0 points)</b> | <b>20</b> |  |
| Selected Specific Goal   | Number of points allocated (80/20)  |                        |                                    |       |           |  |           |  |
| Price  | <b>80</b>   |                        |                                    |       |           |  |           |  |
| Specific goals – Scorecard <ul style="list-style-type: none"> <li>• B-BBEE Status Level of Contributor 1 or 2 <b>(10 points)</b></li> <li>• +50% Black Youth Owned Entities <b>(5 points)</b></li> <li>• 30% Black women Owned entities <b>(5 points)</b>.</li> </ul> Non-Compliant and/or B-BBEE Level 3-8 contributors <b>(0 points)</b> | <b>20</b>   |                        |                                    |       |           |  |           |  |
|  | Specific Goals  | Acceptable Evidence    |                                    |       |           |  |           |  |

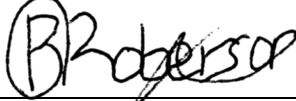
| ITEM | DESCRIPTION   |   |  |
|------|---|---|--|
|      | B-BBEE  | B-BBEE Certificate / Sworn- Affidavit / B-BBEE CIPC Certificate (in case of JV, a consolidated scorecard will be accepted) as per DTIC guideline  |  |
|      | 30% Black Women Owned Entities  | B-BBEE Certificate / Sworn- Affidavit / B-BBEE CIPC Certificate (in case of JV, a consolidated scorecard will be accepted) as per DTIC guideline  |  |
|      | +50% Black Youth Owned Entities   | Certified copy of ID Documents of the Owners and B-BBEE Certificate / Sworn- Affidavit / B-BBEE CIPC Certificate (in case of JV, a consolidated scorecard will be accepted) as per DTIC guideline |  |
|      | <p><b>STEP SIX-Objective Criteria</b></p> <p>Transnet will award the tender to the highest scoring bidder/s unless objective criteria exist that justify the award to another bidder. Transnet may apply the objective criteria in this bid process as follows:</p> <ul style="list-style-type: none"> <li>• Bidder(s) is not in good standing with Transnet National Ports Authority due to a poor track record of past performance with Transnet SOC Ltd and or Transnet National Ports Authority;</li> <li>• There is clear, uncontrived and/or overwhelming evidence and/or facts that the bidder has or continues to be in breach of any of the provisions contained in the Integrity Pact (Annexure G);</li> <li>• The Probity check undertaken by Transnet National Ports Authority establishes the existence of any unmitigated risks which would have a negative impact on the project;</li> <li>• Unless the appointment of the bidder would result in a negative impact on Transnet's Return on Investment;</li> <li>• It is necessary to rotate Suppliers to promote opportunities for other suppliers, in circumstances where the bidder has been awarded business previously and the award of the tender will result in inequitable allocation of business;</li> <li>• The tenderer or its members, directors, partners: <ul style="list-style-type: none"> <li>○ Is under restrictions as contemplated in the Integrity Pact (Annexure G),</li> <li>○ Is a subject of a process of restriction by Transnet or other state institution that Transnet may be aware of and there is a clear, uncontrived and/or overwhelming evidence and/or facts in relation to the alleged wrongdoing on the basis of which the restriction process has been initiated;</li> </ul> </li> <li>• in relation to the proposed contract, a due diligence exercise to validate the bidder's proposal that demonstrate that it possesses the professional and technical qualifications, professional and technical competence, financial resources, equipment and other physical facilities, managerial</li> </ul> |   |  |

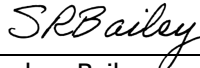
| ITEM | DESCRIPTION  |      |
|------|--|------|
|      | <p>capability, reliability, experience and reputation, expertise and the personnel, to perform the contract;</p> <ul style="list-style-type: none"> <li>• has no legal capacity to enter into the contract;</li> <li>• is insolvent, in receivership, under Business Rescue as provided for in chapter 6 of the Companies Act, 2008, being wound up, has its affairs administered pursuant to a court order, has ceased or suspended their business activities, or is subject to legal proceedings in respect of any of the foregoing;</li> <li>• does not comply with the legal requirements, if any, stated in the tender data; and</li> <li>• is not able to perform the contract free of conflicts of interest.</li> <li>• To mitigate the risk of poor performance/ termination of contracts/ business continuity affecting more than one port, <b>the award of business will be done per region to a qualifying bidder (only one bidder per region), with the sequence of award being from the highest region value to the lowest region value where the bidder scored the highest points for price and B-BBEE specific goals in more than one region.</b> <ul style="list-style-type: none"> <li>○ The <b>first</b> sequenced award will be awarded to the highest scoring bidder to a region with the highest region value from the regions where they achieved the highest points for price and B-BBEE specific goals.</li> <li>○ The <b>second</b> sequenced award will be awarded to the second highest scoring bidder, should the first highest scoring bidder have been awarded a region with the highest region value. In such an instance the award will be made to the second highest ranked bidder.</li> <li>○ The <b>third</b> sequenced award will be awarded to the highest ranked bidder, subject to the highest ranked bidder not been awarded the first or second sequenced award. In such instances the award will be made to the next ranked bidder that is neither the bidder whom the first or second sequenced award were made.</li> </ul> </li> </ul> |      |
| 9.   | <b>Returnable Documents</b>  | (XM) |
|      | <p>XM took the bidders through the list of returnable documents and the critical ones that will be used for scoring and essential returnable documents. He further emphasized that failure to submit any mandatory documents will deem a bid as non-responsive-<b>Refer to the RFP</b></p>   |      |
| 10   | <b>Activity Schedule</b>   | (RR) |
|      | <p>RR presented the Activity schedule and urged bidders to complete the BOQ in full</p>  |      |
| 11.  | <b>Closing</b>   | (XM) |

| ITEM | DESCRIPTION   |                                 |
|------|---|---------------------------------|
|      | <p>XM thanked everyone for attending the compulsory session and closed the meeting at 11h55. He further urged tenderers to be cognisance of the closing date and time, and avoid waiting up until the last minute to upload their bids.</p>   |                                 |
| 12.  | <p><b>Questions and Answers</b></p>   | (All)                           |
|      | <p><b>1.Question: Must the bidder cost per hour or for the entire service ?</b><br/>Answer : The bidder must cost service per hour.</p> <p><b>2. Question: Please advise how will contract be awarded, since it is for three region</b><br/><b>Answer:</b> Transnet intend to award the contract in split and to <b>one (1) bidder per region as follows:</b></p> <ul style="list-style-type: none"> <li>• To mitigate the risk of poor performance/ termination of contracts/ business continuity affecting more than one port, <b>the award of business will be done per region to a qualifying bidder (only one bidder per region),</b> with the sequence of award being <b>from the highest region value to the lowest region value where the bidder scored the highest points for price and B-BBEE specific goals in more than one region.</b> <ul style="list-style-type: none"> <li>○ The first sequenced award will be awarded to the highest scoring bidder to a region with the highest region value from the regions where they achieved the highest points for price and B-BBEE specific goals.</li> <li>○ The second sequenced award will be awarded to the second highest scoring bidder, should the first highest scoring bidder have been awarded a region with the highest region value. In such an instance the award will be made to the second highest ranked bidder.</li> <li>○ The third sequenced award will be awarded to the highest ranked bidder, subject to the highest ranked bidder not been awarded the first or second sequenced award. In such instances the award will be made to the next ranked bidder that is neither the bidder whom the first or second sequenced award were made.</li> </ul> </li> </ul> <p><b>3. Question: Please be kind to assist with more spec of the below lights:</b></p> <p><b>Answer:</b> The exact model and type will be communicated by the Marine Technical Manager as and when required.</p> <p>It is difficult to give the exact specification of all the electronics and bulbs as they vary from craft to craft. One craft can use a 15w 220v led bulb while another may use a 20w or 25w, <b>but for pricing purposes please see the additional specs below.</b></p> |                                 |
|      | <p><b>Please see the below :</b></p>  | <p><b>Additional specs:</b></p> |

| ITEM | DESCRIPTION  |  |
|------|--|--|
|      | <p>General lighting and connection points</p> <p>1.1.2.1 Light - 220v led 1 <b>e27 bulb, cool white, 15w, 220v</b></p> <p>1.1.2.2 Light - 2 foot flourescent (normal or led) 1 <b>cool white, 25w, 220v</b></p> <p>1.1.2.3 Light - 4 foot flourescent (normal or led) 1 <b>cool white, 25w, 220v</b></p> <p>1.1.2.4 Light - Edison screw(E27) 1 <b>bulb, cool white, 25w, 220v</b></p> <p>1.1.2.5 Light - Bayonet(b22D) 1 <b>cool white, 25w, 220v</b></p> <p>1.1.2.6 Light - Stik led/stick lights 1 <b>e27 tube, cool white, 25w, 220v</b></p> <p>1.1.2.7 Engine room lights - 20 Watts, 24VDC LED Lights 1 <b>e27, cool white, 20w, 24v,</b></p> <p>1.1.2.8 Emergency lighting - 24v Downlight fitting <b>GU10, cool white, 5w, 24v</b></p> |  |

Prepared by:   
Xolani Mdluli  
Commodity Specialist  
Date: 07 May 2024

Supported by:   
Ronald Roberson  
Engineering Intern  
Date: 07 May 2024

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Stephen Bailey  
Snr engineering Manager  
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