

**BRIEFING SESSION METRORAIL**

**GAUTENG**

**26 May 2026**

**CHAIRPERSON:** Mr. Mpho Dube

**TEL:** (011) 085 7066

**Email:**mpho.dube@prasa.com

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**DATE:** 26/05/2026

**TIME:** 11:00 AM (Tuesday)

**VENUE:** SHOSHOLOZA MEYL JUNCTION (6<sup>TH</sup> FLOOR)

**REQUEST FOR PROPOSAL (RFP) – APPONTMENT OF A CONTRACTOR FOR MAJOR MAINTENANCE OF 3KV OHTE AND TRANSMISSION LINES (44KV, 11KV AND 6.6KV TRANSMISSION LINES) ON AN “AS AND WHEN REQUIRED” BASIS FOR A PERIOD OF THIRTY-SIX (36) MONTHS IN THE GAUTENG REGION.**

**RFQ Number: 61/05/2026/GAU-(ELC)**

## Below are the briefing minutes and discussions held on 26 November 2024

### 1. OPENING AND WELCOME

The chairperson, Mr Mpho Dube welcomed everyone at 11H00am and introduce the colleagues from PRASA.

#### Attendance:

Mpho Dube (SCM Department)  
Makgwale Tshehla (SCM Department)  
Cry Monene (SCM Department)  
Sipho Mabasa (End user)

### 2. PURPOSE OF THE RFQ

The chairperson clarified what is the purpose of the RFP as follows.

1. To set out the rules of participation in the bid process referred to in this RFP.
2. To disseminate information on the project contemplated in this RFP.
3. To give guidance to bidders on the preparation of their RFP bids.
4. To gather information from bidders that is verifiable and can be evaluated for the purposes of appointing a successful bidder.
5. To enable PRASA to select a successful bidder that is:
  - a) technically qualified and meet the empowerment criteria described in this RFP.
  - b) Carry all the obligations of the Contract.

### 3. BID TIMELINES

Bid issue date	13 May 2026
Briefing Session	26 May 2026 @11H00am
Closing date	15 June 2026@12:00am

### 4. COMMUNICATION CHANNELS/ QUERIES AND ENQUIERS

Queries and enquires should be sent to: [makgwale.tshehla@prasa.com](mailto:makgwale.tshehla@prasa.com)

### 5. NOTICE TO BIDDERS

Bidders are encouraged to visit the NT website and Prasa Website (advertised tenders) regularly as updates will be uploaded regularly.

Questions and Answers will be uploaded on E- tender and Prasa Website

### 6. HOW TO ACCESS THE TENDER DOCUMENT

This RFQ may be downloaded directly from National Treasury's e-Tender Publication Portal at [www.etenders.gov.za](http://www.etenders.gov.za) free of charge and from the Prasa website at [www.prasa.com](http://www.prasa.com).

### 7. DELIVERY INSTRUCTION

The Bid envelopes must be Hand delivered to PRASA BUILDING @ SHOSHOLOZA MEYL JUNCTION and must be addressed as follows:

**PASSENGER RAIL AGENCY OF SOUTH AFRICA  
SHOSHOLOZA JUNCTION,  
6TH Ground FLOOR  
CNR LEYDS AND SIMMONDS  
BRAAMFONTEIN  
JOHANNESBURG  
2001**

Note: Bidders must ensure that they complete a submission register and are issued a receipt to confirm their submission.

## 8. INSTRUCTIONS FOR COMPLETING THE RFQ

All responses to the RFQ must be submitted in sealed envelopes and boxes.

## 9. Evaluation Criteria

STAGE 1: COMPLIANCE REQUIREMENTS	STAGE 2: TECHNICAL / FUNCTIONALITY REQUIREMENTS	STAGE 3: PRICING AND SPECIFIC GOALS
Stage 1A Mandatory Requirements Stage 1B Other Mandatory Requirements	Organizational Experience	Price = 80 Specific Goals = 20
Standard Bidding Documents must be completed and signed	Bids evaluated in terms of Functionality (Minimum threshold 60%)	Bids evaluated in terms of 80/20 or preference system

### Technical / Functionality Requirements

#### Scoring of Functionality:

The minimum threshold for the Technical/functionality criteria is **(60%)** and bidders who score below this minimum will not be considered for further evaluation in terms of price and Specific Goals.

Evaluation Area	Weight	Technical/Functional Criteria and Scoring
<p><b>Organizational Experience</b></p> <p>Provide for each successfully completed project/s in the following sequence: Copy of an appointment letter/s on a company letterhead, description of the project, Client name, Client contact (i.e., email and office number), Project start date, project end date, extension of time where applicable, contract value inclusive of VAT.</p> <p>Furthermore, attach completion certificate signed by client or letter from the client confirming successful completion of the project.</p> <p><b>N.B:</b> Both the appointment letter and the completion certificate/letter from the client should be submitted per completed project for the points to be allocated.</p>	50	<p>Score will be based on successfully executed and completed similar projects in the installation/ repair of 3kV DC overhead track equipment (OHTE), Transmission lines (44kV, 11kV, 6.6kV) and structures in the railway environment in the last fifteen (15) years.</p> <p>Zero (0) Similar Projects/non-submission/incomplete submission = 0</p> <p>1: 1 Similar project = 10 points</p> <p>2: 2 Similar projects = 20 points</p> <p>3: 3 Similar projects = 30 points</p> <p>4: 4 Similar projects = 40 points</p> <p>5: 5 similar projects = 50 points</p>

<p><b>Key Personnel Experience and qualifications (Based on Submitted CVs of Key Staff). Refer to the key personnel clause.</b></p> <p>a) Electrical Installation site Supervisor (Erector / Traction Linesman) (Refer to key personnel clause)</p> <p>b) Erector or traction linesman</p> <p>Provide copies of original qualifications and certificates of professional bodies. The copies must be certified by the commissioner of oath. The date on the stamp shall be three months or less old, before the closing date of the tender. If the qualification has been awarded in other language than English, please provide translation in English.</p> <p>Evaluation will be done on all 2 key personnel and maximum points shall be obtained on 2 personnel. Each must have a minimum of 5 years of experience.</p> <p>All educational qualifications should be SAQA accredited.</p>	50	<p>Detailed CVs of the team members who will be used in completing the works must be submitted. Scores would be based on experience in the installation / repairs of 3kV DC Overhead track equipment. The points will be based on the <b>Two</b> key personnel listed here.</p> <p>No information provided/incomplete submission = <b>0 points</b></p> <p>1: Average: 5 years of experience of Key Staff = 10 points  2: Average: 6 years of experience of Key Staff = 20 points  3: Average: 7 years of experience of Key Staff = 30 points  4: Average: 8 years of experience of Key Staff = 40 points  5: Average: 9 years and above of experience of Key Staff = 50 points.</p>
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## 10. PRICING AND BOQ

Bidder/s are required to submit a responsive bid by completing all the prices for items on the BOQ. Bid prices must be inclusive of all costs such as travel costs, transport costs, labour, Security, and another related cost.

All bid prices must be inclusive of VAT OF 15%. (All applicable taxes)

Failure to submit a signed pricing schedule will invalidate the bid and result in a bid being disqualified

## 11. SARS

### 11.1. VAT

It is mandatory for a business to register for VAT for the estimated value if the projects exceed R 1 000 000 (one million).

### 11.2. TAX COMPLIANCE

All bidders must be tax compliant at the time of award. In the case of JV/Partnership, all parties must be compliant at the time of award. If one party is not compliant the bid will be disqualified.

## 12. STANDARD BIDDING DOCUMENTS AND FORMS (SBD)

All Standard Bidding Documents and forms must be completed and submitted with the bid document. Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging). Collusive bidding is a prohibition meaning that it cannot be justified under any grounds.

### 13. Clarity/Questions and Answer

Clarity/Questions	Answer:
Are bidders required to be on standby every day?	Not really but be available as and when required to work.
Clarity on evaluation How many key personnel will be evaluated?	Evaluation will be done on all key personnel (Electrical Installation site Supervisor (Erector / Traction Linesman) and Erector or traction linesman x2).
Are bidders required to submit qualifications for 10 erectors or two erectors when bidding?	Only two erectors for evaluation.
Are bidders responsible for switching on power?	No, Prasa will be responsible for switching.
Is it compulsory to download the uploaded contract?	No, it's a draft contract just to show the bidders which type of contract is used for this project.
In case of Joint Venture (JV) do Prasa require bidders to submit individuals or consolidated B-BBEE certificate?	Bidders who would wish to respond to the RFP as a Joint venture (JV), will be required to submit: <ul style="list-style-type: none"> <li>• BBBEE Certificate JV</li> <li>• BBBEE Certificate / Affidavit Individual Companies.</li> </ul>
Is there a retainer for this project?	No, there is no retainer for this project.

Bidders to clearly write their email address and contact details for communication purpose.

### 14. GENERAL

No matters were raised under general.

### 15. CLOSURE

The Chairperson adjourned the meeting at 12H01: Mpho Dube

COMPILE BY  
**Makgwale Tshehla**

