



# Minutes

## A: MEETING INFORMATION

|           |   |
|-----------|---|
| Meeting:  | <b>Compulsory site visit for RFB 3075-2024: Supply, Delivery and Installation of Uninterruptible Power Supplies, 48-port Power over Ethernet Switches, Wireless Access Points, Training and Cabling for Limpopo Provincial Treasury).</b> |
| Date:     | 16 April 2025 @ 10h00,  |
| Venue     | 46 Hans Van Rensburg Street , Limpopo Provincial Treasury, Polokwane  |
| PLATFORM: | Physical Meeting  |

## B: ATTENDANCE AND APOLOGIES

|   |  |
|---|--|
| <p><b>Members Present</b></p> <ol style="list-style-type: none"> <li>Christo Pretorius - Specialist: Converged Communications • Prov LP: Provincial Management (<i>Chairperson</i>)</li> <li>Philani Thethwayo – Deputy Director- IT</li> <li>Pitsi Mashamaite (PM) – Senior Buyer</li> </ol> | <p><b>By Invitation</b></p> <ol style="list-style-type: none"> <li>Bidders</li> </ol> <p><b>Apologies</b></p> <ol style="list-style-type: none"> <li>N/A</li> </ol> <p><b>Secretariat</b></p> <ol style="list-style-type: none"> <li>Pitsi Mashamaite (PM) – Senior Buyer</li> </ol> |
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## C: PROCEEDINGS AND RESOLUTIONS

| NO  | PROCEEDING AND RESOLUTIONS  | RESPONSIBLE |
|-----|---|-------------|
| 1.  | Opening and constitutional matters  |             |
| 1.1 | <p><b>Welcome and remarks</b></p> <p>The Chairperson, Mr Christo Pretorius had officially started the meeting at 10h00.</p>   | Chairperson |
| 1.2 | <p><b>Attendance, apologies and quorum</b></p> <p>Attendance and apologies were noted as per section B above.</p> <p>The meeting quorate.</p>                                   | Secretariat |
| 1.4 | <p><b>Conflict of interests and declarations</b></p> <p>None of the members present declared any conflict of interests</p>  | All         |
|     | <p><b>Matters arising</b></p> <p>The following things were discussed with the attendees:</p> <ol style="list-style-type: none"> <li>The UPS's should be single phase</li> </ol> | LOB and SCM |

| NO | PROCEEDING AND RESOLUTIONS   | RESPONSIBLE |
|----|--|-------------|
|    | <p>2. The UPS's will be floor standing as there is not enough space in the cabinets</p> <p>3. The fiber connections are Multi mode (MM)</p> <p>4. Delivery time stays 4 weeks</p> <p>The following needs to added:</p> <ol style="list-style-type: none"> <li>1. 9x 12port CAT6 patch panels,</li> <li>2. 47x 1m CAT 6 Fly Leads</li> <li>3. 47x 3m Fly leads.</li> <li>4. 47x surface mount wall boxes for LAN points</li> </ol> <p>2. 3. The switches in the buildings are CISCO, using Cisco SFP 1000base-sx, multimode. LC duplex, the request is not brand specific, and the new switches must be compatible with Cisco equipment as indicated.</p> <p>3. The revised bid specification and pricing schedule together with the questions and answers will be loaded on the website and also be send through an email to bidders who attended the compulsory site visit.</p> |             |
| 4. | <p><b>General</b></p> <p>The secretary requested that the attendance register be signed by everyone attended and wished them luck</p> <p>Meeting adjourned at 11h00.</p>   |             |

**D: APPROVAL**

I, the undersigned, hereby confirm that the minutes of the meeting are a fair reflection of the proceedings:  
(Digital signature preferred)



Mr Christo Pretorius  
Chairperson

17/04/2025

Date



Ms. Pitsi Mashamaite  
Secretary

17/04/2025

Date