



SUBJECT	Minutes of Tender Clarification Meeting		
TITLE	PROVISION FOR PREFEASIBILITY STUDIES FOR REPOSITIONING OF ENTRANCE GATE AND DEVELOPMENT OF BRIDGES AT POINT PRECINCT FOR THE PORT OF DURBAN		
MEETING #	001		
VENUE	Transnet National Ports Authority, Queens Warehouse, 2 nd Floor, Queen Elizabeth Boardroom		
DATE	8 th April 2024 @ 10h00		
ATTENDEES	Name	Company	
	Rory Torr	TNPA	
	Selvan Pillay	TNPA	
	Thutukile Sibeta	TNPA	
	Ndumiso Zikhali	TNPA	
	Cleaver Warikandwa	TNPA	
	Rapelang Mokoena	TNPA	
	Alpheus Lekganyane	TNPA	
	Paula Veletshona	TNPA	
	Sylvester Naidoo	SMEC South Africa	
	Andy Wille	Chiefton Facilities Management	
	Diren Nandkumar	Xariba Enterprises cc t/a Nankhoo Consulting Engineers	
	Sumaya Christison	SRK Consulting	
	Sfundo Cebani	WSP Group Arica	
	Nitesh Jithoo	INGEROP SA PTY LTD	
	Prabu Armugam	Ix Engineers	
	Dr Leon Kat	RANIJEGA	
	Mthobisi Sishi	Lodemann	
	Rowen	Henry Fagan Consulting Engineers and project managers	
	Sabelo Shange	Sprinotech	
MINUTE	DESCRIPTION OF DISCUSSION	ACTION	DUE BY
1.	WELCOME & INTRODUCTIONS		
1.1	Welcoming of everyone present and the Transnet Team was introduced.		
2.	SAFETY TOPIC		

2.1	<p>Safety briefing</p> <table border="1"> <thead> <tr> <th data-bbox="284 181 443 203">PROCEDURE</th> <th colspan="4"></th> </tr> </thead> <tbody> <tr> <td data-bbox="284 219 443 365"> FIRE EMERGENCY  </td> <td data-bbox="443 203 616 416"> The person discovering the fire must notify the Emergency Co-ordinator. When the alarm is heard terminate all activities </td> <td data-bbox="616 203 788 416"> Remain calm but alert. Close all doors and windows. Switch off all electrical equipment and turn off mains. Do not risk your own life Remember the fire procedural drill and evacuation routes and assembly point. </td> <td data-bbox="788 203 960 416"> Avoid smoke filled areas. Follow the instructions of the Emergency personnel Only evacuate once the evacuation alarm is sounded. Be alert for falling burning objects. Cover your head and body </td> <td data-bbox="960 203 1214 416"> Walk briskly, but do not run. Assist guests, visitors and the disabled. Assemble at the predetermined point for roll call. Do not return to the building unless instructed to do so </td> </tr> <tr> <td data-bbox="284 432 443 622"> EVACUATION PROCEDURE  </td> <td data-bbox="443 416 616 622"> The Evacuation Officer will order the evacuation. Remain calm and terminate all activities. </td> <td data-bbox="616 416 788 622"> Immediately proceed with the Evacuation procedure. Follow the instructions of the Evacuation Officer </td> <td data-bbox="788 416 960 622"> Do not make unnecessary attempts to retrieve or fetch personal belongs or valuables. Follow direction pointers to Emergency Exit.  </td> <td data-bbox="960 416 1214 622"> Walk briskly, but do not run. Assist guests, visitors and the disabled. Assemble at the predetermined assembly point for roll call. Do not return to the building unless instructed to do so. Do not give any information to anybody (press) except the Emergency Co-ordinator and his team. </td> </tr> <tr> <td data-bbox="284 638 443 790"> MEDICAL EMERGENCY  </td> <td data-bbox="443 622 616 790"> Remain calm </td> <td data-bbox="616 622 788 790"> Notify the First Aid Officer and Emergency Co-ordinator immediately. Report the injury immediately to the Safety Officer for on spot investigation. </td> <td data-bbox="788 622 960 790"> Call Emergency services if situation dictates or instructed to do so. </td> <td data-bbox="960 622 1214 790"> Ensure that the area, equipment or machine, which resulted in the injury to the person, is isolated from interference until the investigation has taken place. </td> </tr> </tbody> </table>	PROCEDURE					FIRE EMERGENCY 	The person discovering the fire must notify the Emergency Co-ordinator. When the alarm is heard terminate all activities	Remain calm but alert. Close all doors and windows. Switch off all electrical equipment and turn off mains. Do not risk your own life Remember the fire procedural drill and evacuation routes and assembly point.	Avoid smoke filled areas. Follow the instructions of the Emergency personnel Only evacuate once the evacuation alarm is sounded. Be alert for falling burning objects. Cover your head and body	Walk briskly, but do not run. Assist guests, visitors and the disabled. Assemble at the predetermined point for roll call. Do not return to the building unless instructed to do so	EVACUATION PROCEDURE 	The Evacuation Officer will order the evacuation. Remain calm and terminate all activities.	Immediately proceed with the Evacuation procedure. Follow the instructions of the Evacuation Officer	Do not make unnecessary attempts to retrieve or fetch personal belongs or valuables. Follow direction pointers to Emergency Exit. 	Walk briskly, but do not run. Assist guests, visitors and the disabled. Assemble at the predetermined assembly point for roll call. Do not return to the building unless instructed to do so. Do not give any information to anybody (press) except the Emergency Co-ordinator and his team.	MEDICAL EMERGENCY 	Remain calm	Notify the First Aid Officer and Emergency Co-ordinator immediately. Report the injury immediately to the Safety Officer for on spot investigation.	Call Emergency services if situation dictates or instructed to do so.	Ensure that the area, equipment or machine, which resulted in the injury to the person, is isolated from interference until the investigation has taken place.		
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3.	<p>Project Overview/Background</p>																						
3.1	<p>Elements of The Project</p> <ul style="list-style-type: none"> • Repositioning of Entrance Gate. • Development of two proposed bridges. • Upgrade of road. <p>Purpose of The Project</p> <ul style="list-style-type: none"> • To accommodate increased traffic volumes for both automotive and container terminals in the short, medium and long-term. 																						
3.2	<p>The Entrance Gate is along Quayside Road.</p> <ul style="list-style-type: none"> • Bridge 1 will span across Shepstone Road. • Bridge 2 will span over Quayside Road. <p>Note:</p> <p>The services do not include the design of the Entrance Gate.</p> <p>As far as the Entrance gate is concerned the Consultant is expected to indicate the position of the Entrance Gate only.</p> <p>CW displayed aerial pictorials regarding the position of the project in the Port with the relevant road intersections and layouts displayed.</p>																						
4.	<p>Technical</p>																						
4.1	<p>The Scope of Services includes the following:</p> <p>Task Order #1: Prefeasibility Studies, Options and Multi-Criteria Analysis (MCA)</p> <p>The Consultant shall meet the following minimum requirements:</p> <ul style="list-style-type: none"> • Traffic Impact Assessment (TIA) • Desktop geotechnical investigations • Hydrological Study 																						

<p>4.2</p> <p>4.3</p>	<ul style="list-style-type: none"> • Surveys • Hazop Study • Socio-economic Study • Environmental Study • Multi-Criteria Analysis (MCA) <p>Task Order #2: Concept Design, PLP and Gate Review Procurement Support</p> <ul style="list-style-type: none"> • Signed-off concept design • Prefeasibility designs and reports • Schedule, and basis of schedule • 3D rendered drawings and traffic simulation report • Cost estimate • Basis of cost estimate • Cashflow • Monthly progress reports • PLP reports • Business Case for feasibility phase • Specialist studies report • Engineering project specifications • Engineering and design method statements • Risk register • Finalise Reports and obtain approval for all reports • Gate Review <p><u>Project Timelines</u></p> <p>The following timelines were explained as follows:</p> <hr/> <p>Task Order #1 – Prefeasibility Studies, Options and Multi-Criteria Analysis(MCA) May 2024 - August 2024 (Estimated Duration 4 months)</p> <hr/> <p>Task Order #2 – Concept Design, PLP and Gate Review Procurement Support August 2024 - January 2025 (Estimated Duration 5 months)</p>		
<p>5.</p>	<p>Commercial</p>		
<p>5.1</p> <p>5.2</p>	<p><u>Communications</u></p> <ul style="list-style-type: none"> • All communications whether general, commercial or technical to go via the following email address: tenderenquiriespdu@transnet.net, attention Rory Torr(contact details in tender document). • Last day for questions – Five working days before the closing date. [Monday 22nd April 2024] <p>Tender Closing date: 29th April 2024, Monday at 16h00pm (SAST).</p> <p><u>Uploading Submissions</u></p> <ul style="list-style-type: none"> • The Transnet e-Tender Submission Portal can be accessed as follows: • Log on to the Transnet eTenders management platform website. • (https://transnetetenders.azurewebsites.net) 		

5.	<p>A detailed step by step process on how to upload the tender documents is included in the tender document.</p> <p>Tenderers are encouraged to upload their tender submissions a day before the closing date to prevent issues which they may encounter.</p> <p><u>Evaluation Methodology</u></p> <ol style="list-style-type: none"> Attendance at the clarification meeting. Tenderers are to include the signed off Proof of Attendance Certificate with their Tender. Functionality, the minimum points are 70 points. The details are stated in the attached presentation. Specific Goals: The details are stated in the attached presentation. Price and Specific Goals <p><u>Contract Data</u></p> <ul style="list-style-type: none"> • NEC3 PSC • Option G • W1 Dispute resolution procedure • Secondary Options: <ul style="list-style-type: none"> - X2: Changes in the law - X7: Delay damages - X9: Transfer of Rights - X10: Employer’s Agent - X11: Termination by the Employer - X13: Performance Bond - X18: Limitation of Liability Z: Additional conditions of the contract <p>Start Date: May 2024</p> <p>Completion Date for the Whole of the Works: January 2025</p>														
6.	Technical Evaluation Schedules														
6.1	<p>Each discipline discussed the evaluation requirements for their specific discipline.</p> <table border="1" data-bbox="284 1621 1209 1966"> <thead> <tr> <th data-bbox="284 1621 951 1697">Pre-Qualifying Quality Criteria</th> <th data-bbox="951 1621 1209 1697">Total number of points</th> </tr> </thead> <tbody> <tr> <td data-bbox="284 1697 951 1756">T2.2-02 Management & CVs of Key Persons</td> <td data-bbox="951 1697 1209 1756">50</td> </tr> <tr> <td data-bbox="284 1756 951 1814">T2.2-03 Approach Paper</td> <td data-bbox="951 1756 1209 1814">25</td> </tr> <tr> <td data-bbox="284 1814 951 1872">T2.2-04 Programme</td> <td data-bbox="951 1814 1209 1872">10</td> </tr> <tr> <td data-bbox="284 1872 951 1930">T2.2-05 Previous Experience</td> <td data-bbox="951 1872 1209 1930">15</td> </tr> <tr> <td data-bbox="284 1930 951 1966">Total</td> <td data-bbox="951 1930 1209 1966">100</td> </tr> </tbody> </table>	Pre-Qualifying Quality Criteria	Total number of points	T2.2-02 Management & CVs of Key Persons	50	T2.2-03 Approach Paper	25	T2.2-04 Programme	10	T2.2-05 Previous Experience	15	Total	100		
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	-Refer to Presentation for full details.		
6.	QUESTION AND ANSWERS		
6.1	<p>Q1. Do we sign-off the complete Contract or do we just initial and put our stamp?</p> <p>A1. The Contract section that is applicable to you is C1.2 which talks to the professional service Consultant data, and that needs to be filled in, and generally when you submit a tender document you initial all pages of your submission. The other important aspect of the Contract is the Form of Offer, and that needs to be filled in and signed-off.</p>		
6.2	<p>Q2. Is there a construction estimate?</p> <p>A2. That is part of this RFP, for the Consultant to generate a construction estimate.</p>		
7.	CLOSING		
7.1	The meeting was closed with the signing of T2.2-01 Certificate of Attendance at the Tender Clarification Meeting		

Compiled by:



Rory Torr
Procurement Officer
Transnet National Ports Authority

Reviewed and Accepted By:



Cleaver Warikandwa
Project Manager
Transnet National Ports Authority

Attachments

- **Agenda**
- **Attendance Register**
- **Presentation**