

MINUTES OF NON-COMPULSORY BRIEFING SESSION

Project

Execution of the Tanker Berth Fire Fighting System Condition Assessment at the Port of East London

RFQ Number: TNPA/2026/08/1931/816/RFQ

Meeting Details

Item	Details
Meeting Type	Non-Compulsory Tender Briefing Session
Date	11 September 2026
Time	10:00
Platform	Microsoft Teams
Chairperson	Zukiswa Nkonyeni, Procurement Lead, TNPA East London
Minute Compiler	Zukiswa Nkonyeni

Attendance

TNPA Representatives

- Zukiswa Nkonyeni – Procurement Lead, TNPA East London
- Aslam Haffejee – Senior Mechanical Engineer, TNPA HQ
- Dumisani D. Mdletshe – Fire Chief, Port of East London
- Thabiso Ntsala- Acting Senior Engineer, Port of East London

Bidders

- Various prospective bidders attended virtually via Microsoft Teams and were requested to complete the attendance register circulated on the meeting chat.

1. Welcome and Opening

The Chairperson, Zukiswa Nkonyeni, welcomed all attendees to the non-compulsory briefing session and introduced the project team. She confirmed that attendance was not mandatory and that non-attendance would not result in disqualification from the tender process.

2. Safety Briefing

Dumisani D. Mdletshe delivered a brief safety message, reminding participants to remain aware of workplace risks while attending the virtual meeting from their respective locations.

3. Procurement and Tender Administration

The Chairperson highlighted the following:

- Attendance register was available via the Teams chat.
- Clarification questions must be submitted to the designated TNPA email address by **29 September 2026**.
- Presentation and responses to questions would be published on **14 September 2026**.
- Tender closing date is **30 September 2026 at 16:00**.
- Bidders were advised to submit tenders well before closing time to avoid technical issues.

4. Project Background and Objectives

Aslam Haffejee presented the project background.

Background

- The tanker berth firefighting system was installed during the 2015 financial year.
- Significant deterioration has been observed in portions of the system, including corrosion, equipment failures and other operational concerns.
- A detailed assessment is required to establish the current condition and operational readiness of the system.

Project Objectives

The assessment aims to:

- Confirm the condition and reliability of the firefighting system.
- Identify defects, corrosion and operational risks.
- Develop detailed as-built drawings in PDF and DWG formats.
- Develop repair specifications and methodologies.
- Provide cost estimates for remedial works.
- Ensure long-term operational readiness and regulatory compliance.

5. Scope of Work

Mechanical Assessment

The assessment will include:

- Pump house.
- Seawater intake system.
- Pipework.
- Foam pump room.
- Foam monitors.
- Valves, supports, fittings and instrumentation.
- Ultrasonic thickness testing and NDT inspections.
- Corrosion mapping and remaining-life assessments.

Fire Monitor Testing

The scope includes:

- Physical inspection of monitors and nozzles.
- Functional testing.
- Hydraulic testing with water and foam.
- Verification against manufacturer specifications and NFPA requirements.
- Assessment of coverage and throw distance.

Foam System Assessment

The consultant will:

- Procure fluorine-free foam concentrate.
- Test compatibility with existing equipment.
- Assess pumps, proportioners and foam performance.
- Verify foam concentration ratios, expansion ratios and drainage times.

Electrical and Control Systems

The assessment will cover:

- Deluge valves and solenoid systems.
- Simultaneous monitor actuation issues.
- Pre-priming delays and surge risks.
- Control system redesign requirements.
- Updated control logic and schematics.

Deliverables

Required deliverables include:

- Comprehensive condition assessment report.
- As-built drawings in PDF and DWG formats.
- Repair methodology and specifications.
- Bills of quantities and Class 3 cost estimates.
- Maintenance plans and prioritisation matrix.

6. Programme Requirements

The following programme requirements were communicated:

- Contract duration: **5 months (20 weeks).**
- Submission of a Level 3 MSP programme.
- Programme to identify resources, dependencies and critical path.

- Activities should generally not exceed two weeks in duration.
- Access and scheduling must consider operational requirements at the tanker berth.

7. Site Access Requirements

The following site access requirements were highlighted:

- Work will be undertaken within an operational tanker berth environment.
- Site access must be coordinated through Port Security.
- A minimum of **7 days' notice** is required for site access.
- Certain permits will be required for inspections and photography.
- Disruption to operations must be minimised.
- Night work requires prior TNPA approval.

8. SHE Requirements

Bidders were informed that:

- Compliance with TNPA SHE requirements is mandatory.
- An approved SHE Plan is required before mobilisation.
- Personnel must attend TNPA safety induction.
- Hazardous work permits may be required.
- Appropriate PPE must be worn and enforced at all times.

9. Applicable Standards

The following standards are applicable:

- NFPA 11, 2024 and 25.
- ASME B31.3.
- Relevant API standards.
- SANS electrical and hazardous-area requirements.
- ISO 12944 coating standard.
- ISO 9712.
- AWS welding and NDT standards.

10. Evaluation Methodology

Stage 1: Administrative and Substantive Responsiveness

Assessment will verify:

- Timely submission.
- Completion of all returnable schedules.
- Signed documentation.
- Compliance with mandatory requirements.
- Responsive price offer.
- Compliance with scope requirements.

Stage 2: Functionality Evaluation

Minimum qualifying score: **60 points**.

Evaluation criteria include:

- Tenderer's previous experience.
- Key personnel qualifications.
- Key personnel experience.
- Method statement.
- Programme.
- SHE Management Plan.

Stage 3: Preference Point System

Evaluation on the **80/20 preference point system**:

- Price: 80 points.
- Specific Goals: 20 points.

Specific goals:

- B-BBEE Status Level 1 or 2 Contributor: 10 points.
- EME/QSE with minimum 51% Black Ownership: 10 points.

Supporting B-BBEE certificates or sworn affidavits are mandatory to claim specific goals points.

11. Pricing Requirements

Bidders were advised that:

- Pricing schedules must be completed in full.
- Pricing must exclude VAT.
- All costs required for execution of the scope must be included.
- A provisional sum of R25,000 has been included.
- Incomplete pricing schedules may result in a non-responsive bid.

12. Returnable Documents

Bidders were reminded to submit all required:

- Technical schedules.
- Authority to submit tender.
- Records of addenda.
- Letter of Good Standing.
- Integrity Pact.
- Supplier Code of Conduct.
- SBD and declaration forms.
- Insurance documentation.
- Preference point supporting documents.
- Pricing schedules and contract documentation.

13. Questions and Answers

The Chairperson invited questions from attendees.

No questions were raised by bidders during the session.

14. Closing

The Chairperson thanked all attendees for participating and encouraged bidders to submit compliant tender responses before the closing date.

The meeting was adjourned at approximately **10:41**.

Action Items

Action	Responsible Party	Due Date
Publish presentation and briefing Q&A	TNPA	14 September 2026
Submit clarification questions	Bidders	29 September 2026
Submit tender responses via Transnet e-Tender Portal	Bidders	30 September 2026 at 16:00

Compiled By:



Zukiswa Nkonyeni
Procurement Lead
Date: 14 September 2026