

<b>SUBJECT</b>	<b>Minutes of Tender Clarification Meeting</b>			
<b>TENDER NO.</b>	<b>TNPA/2026/03/0469/2692/RFP</b>			
<b>TITLE</b>	<b>FOR THE DETAILED PRE-FEASIBILITY ENGINEERING STUDY FOR COASTAL PROTECTION STRUCTURES AT ALKANTSTRAND AND NORTHERN BEACHES OF RICHARDS BAY FOR A PERIOD OF EIGHT (8) MONTHS.</b>			
<b>MEETING NO.</b>	<b>01</b>			
<b>VENUE</b>	<b>Transnet National Port Authority, VMH Boardroom, Bayvue Centre Building, Port of Richards Bay</b>			
<b>DATE</b>	<b>19 May 2026 at 10:00 am</b>			
<b>ATTENDEES</b>	<b>Name</b> As per the attached Attendance Register	<b>Department</b>	<b>TNPA Representative</b> Eunita Mfeka Hloniphile Mdluli Motsamai Mohoalali Michael Marakanye Balekaofela Mphuthi	<b>Company</b>
<b>APOLOGIES</b>	Qondiswa Ntshangase			
<b>ADDITIONAL DISTRIBUTION</b>				

<b>MINUTE</b>	<b>DESCRIPTION OF DISCUSSION</b>	<b>ACTION</b>	<b>DUE BY</b>
<b>1.</b>	<b>Opening: Welcome, Introduction &amp; Safety Induction</b>		
1.1	Welcoming and thanks to all in attendance were done by the Contract Specialist (Eunita Mfeka).	Note	
1.2	<b>Introduction &amp; Safety Induction</b>		
	E. Mfeka presented a Safety evacuation in terms of a fire emergency	E. Mfeka	
<b>2.</b>	<b>Meeting Purpose &amp; Objective</b>  Eunita Mfeka briefed the bidders. The purpose of the meeting was to explain the scope of works and go through the tender requirements in detail for the Request for Proposal (RFP) TNPA/2026/03/0469/2692/RFP advertised on the National Treasury e-Tender Portal and the Transnet Website on 11 May 2026.  The objective of this meeting is to ensure that the <i>Employer's</i> objectives are well understood and to build an environment for business (and project) success.  <b><i>Tenderer to report any fraud, tip-offs anonymous: 0800 003 056 or <a href="mailto:transnet@tip-offs.com">transnet@tip-offs.com</a></i></b>	E. Mfeka	
<b>3</b>	<b>Project Overview/Background</b>		
	The technical team presented an overview of the detailed Pre-feasibility Engineering Study for Coastal protection structures at Alkantstrand and the Northern Beaches of Richards Bay for a period of eight (8) months. Refer to the presentation for full details.	H. Mdluli	
<b>4.</b>	<b>Site / Project Scope</b>		
	The Site and Project Scope were discussed in detail. Refer to the Presentation for full details.	H. Mdluli	

5	<b>Access to Site Laydown Area</b>		
	The access to the site laydown area was discussed in detail. Refer to the Presentation for full details.	H. Mdluli	
6.	<b>Tender Document and Tendering Procedures</b>		
	<p><b>Communication</b></p> <ul style="list-style-type: none"> <li>• All <b>communications</b>, whether general, commercial or technical, to go via <a href="mailto:TNPATEN-DERENQUIRIESRB@transnet.net">TNPATEN-DERENQUIRIESRB@transnet.net</a></li> <li>• All queries will be communicated via a <b>clarification register</b> and will be uploaded to the <b>National Treasury eTenders Publication Portal</b> at <a href="http://www.etenders.gov.za">www.etenders.gov.za</a>, and the <b>Transnet website</b> at <a href="https://transnetetenders.azurewebsites.net">https://transnetetenders.azurewebsites.net</a>.</li> <li>• Complete the <b>attendance register</b> with clear and correct contact details, as these contact details will be used to contact you if needed.</li> <li>• Tenders Documents to be legible.</li> <li>• The last day for clarification to be extended in agreement with the bidders. To extend the clarification date from <b>26 May 2026 to 10 June 2026 at 12 pm.</b></li> </ul>	E. Mfeka	
6.1	<b>Tendering Procedures</b>		
	<p>The closing time for submission of tender offers is to be extended in agreement with the bidders.</p> <p><b>Addendum issued on:</b></p> <ul style="list-style-type: none"> <li>• To extend the closing date from <b>01 June 2026 to 15 June 2026.</b></li> <li>• To extend the Clarification deadline date from <b>26 May 2026 to 10 June 2026</b></li> <li>• Time: <b>16h00pm</b></li> </ul> <p>Location: The Transnet e-Tender Submission Portal: <a href="http://www.transnet.net">www.transnet.net</a></p> <p>The Transnet e-Tender Submission Portal can be accessed as follows:</p> <ul style="list-style-type: none"> <li>- Log on to the Transnet eTenders management platform website (<a href="https://www.transnet.net">https://www.transnet.net</a>);</li> </ul> <p>Transnet has implemented a new electronic tender submission system, the e-Tender Submission Portal, in line with the overall Transnet digitalization strategy where suppliers can view advertised tenders, register their information, log their intent to respond to bids and upload their bid proposals/responses on to the system.</p> <p>The Transnet e-Tender Submission Portal can be accessed as follows:</p> <ul style="list-style-type: none"> <li>- Log on to the Transnet eTenders management platform website (<a href="https://www.transnet.net">https://www.transnet.net</a>);</li> <li>- Click on "TENDERS";</li> <li>- Scroll towards the bottom right hand side of the page;</li> <li>- On the blue window click on "register on our new eTender Portal";</li> <li>- Click on "ADVERTISED TENDERS" to view advertised tenders;</li> <li>- Click on "SIGN IN/REGISTER – for bidder to register their information (must fill in all mandatory information);</li> </ul>	E. Mfeka	

	<ul style="list-style-type: none"> <li>- Click on "SIGN IN/REGISTER" - to sign in if already registered;</li> <li>- Toggle (click to switch) the "Log an Intent" button to submit a bid;</li> <li>- Submit bid documents by uploading them into the system against each tender selected.</li> <li>- Upload the <b>full submission</b> with all the back-ups. (This pack should be broken up into Parts as the portal upload size is 29 megabits.)</li> <li>- If possible, number all the pages.</li> <li>- Do not compress your submission, as we might not be able to read it. Rather, break your submission up into Parts. Number them accordingly.</li> <li>- Make sure of your scanned document orientation.</li> </ul> <p><input type="checkbox"/> <b>Telephonic, telegraphic, facsimile, or e-mailed tender offers will not be accepted.</b></p>		
	<p><b>T1.2 Tender Data</b></p> <p>Bidders were taken through the tender data regarding the tendering procedures and returnable schedules.</p> <p>1. Tender offer validity period: <b>25 weeks</b> after the closing date.</p> <p><b>Eligibility Criteria</b></p> <p>2. Attendance at the compulsory clarification meeting</p> <p>3. <b>The Qualifications and Experience Requirements of Key Personnel:</b></p> <p>Tenderers were required to submit proof of all required qualifications and demonstrate experience for each key personnel position specified. If all are submitted, they will be eligible for further evaluation.</p> <p><b>Engineering Manager:</b></p> <p>Registration with the Engineering Council of South Africa (ECSA) as a Professional Engineer (Pr Eng) or Professional Engineering Technologist (Pr Tech Eng). The minimum qualification requirement is a BSc/BEng/BTech degree in Civil Engineering. The submitted CV must demonstrate experience in managing projects in the Port and Coastal Engineering field for at least 5 years post professional registration</p> <p>• <b>Lead Engineer (Marine/Coastal):</b></p> <p>Registration with the Engineering Council of South Africa (ECSA) as a Professional Engineer (Pr Eng). The minimum qualification requirement is a master's degree in Port and Coastal Engineering, with experience in the design of Port and Coastal infrastructure for at least 5 years post professional registration.</p> <p>Relevant Port and Coastal works include, but are not limited to:</p> <ul style="list-style-type: none"> <li>○ Beach nourishment projects</li> <li>○ Dredging and reclamation</li> <li>○ Design of coastal protection structures</li> <li>○ Numerical modelling of coastal processes</li> </ul>	E. Mfeka	

	<p>• <b>Civil Engineer</b></p> <p>The Consultant must propose an Engineer who holds, at a minimum, a BSc/BEng Degree in Civil Engineering with experience in engineering similar to Port and Coastal projects for at least 5 years.</p> <p>The CV submitted must demonstrate that she/he has developed the necessary skills, competencies, and experience in executing the particular task assigned, and is fully knowledgeable of the associated activities that are relevant to beach replenishment projects, coastal protection structures design, and coastal wave and sediment modelling.</p> <hr/> <p>4. The minimum qualifying score for Functionality is <b>70</b> points</p> <p>Each evaluation criteria will be assessed in terms of five indicators, with <b>0, 40, 70, 90, and 100</b> allocated respectively. The scores of each of the evaluators will be averaged, weighted, and then totalled to obtain the final score for quality.</p> <table border="1" data-bbox="320 696 1251 819"> <thead> <tr> <th>Pre-Qualifying Quality Criteria</th> <th>Total Number of Points</th> </tr> </thead> <tbody> <tr> <td>T2.2-03: Programme</td> <td>30 points</td> </tr> <tr> <td>T2.2-04: Approach Paper</td> <td>35 points</td> </tr> <tr> <td>T2.2-05: Company Previous Experience</td> <td>35 points</td> </tr> </tbody> </table> <p><b>Any tenderer that fails to meet the stipulated pre-qualifying criteria will be regarded as an unacceptable tender.</b></p> <p>Refer to the Presentation, Tendering Procedures, and Tender document for full details</p>	Pre-Qualifying Quality Criteria	Total Number of Points	T2.2-03: Programme	30 points	T2.2-04: Approach Paper	35 points	T2.2-05: Company Previous Experience	35 points		
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7.	<b>Evaluation Schedules</b>										
	The Evaluation requirements for each specific discipline were discussed, including:										
7.1.	<b>T2.2-03: Programme</b>										
	<p>Refer to the <b>Presentation</b> and applicable Returnable Schedules for details. Consultants were required to provide a proposed programme detailed to a minimum level of 4.</p> <p><b>The following requirements must be demonstrated:</b></p> <ul style="list-style-type: none"> <li>Starting Date and completion date stated = <b>3 Points</b></li> <li>Activities to be logically tied using a critical path method (CPM) = <b>6 Points</b></li> <li>All activities as per level 4 = <b>6 Points</b></li> <li>TNPA activities calendar on the schedule represents the actual work week/month used = <b>3 Points</b></li> <li>All activity durations to be realistic and activities can be measured in days, weeks, and months = <b>6 Points</b></li> <li>Program compatible with MS Project or Primavera (Software) in PDF = <b>6 Points</b></li> </ul>	M. Marakanye									
7.2.	<b>T2.2-04: Approach Paper</b>										
	<p>Refer to the <b>Presentation</b> and applicable Returnable Schedules for details.</p> <p>The Consultants were required to submit an Approach Paper that responds to the Scope of Work and outlines the proposed approach and methodology relating, but not limited to, logical sequencing of work as per the programme, method statement, and technical approach, and shows an in-depth understanding of the project objectives.</p>										

	<p><b>The following are the key requirements that must be included within the Approach Paper:</b></p> <ul style="list-style-type: none"> <li>• Surveys = <b>5 Points</b></li> <li>• Shoreline erosion evaluation = <b>4 Points</b></li> <li>• Beach replenishment optimization strategy = <b>5 Points</b></li> <li>• Sand retention structures = <b>5 Points</b></li> <li>• Alternative coastal protection structures = <b>4 Points</b></li> <li>• Concept designs and feasibility assessment = <b>6 Points</b></li> <li>• Numerical modelling = <b>4 Points</b></li> <li>• Environmental and socio-economic approach = <b>2 Points</b></li> </ul>	H. Mdluli	
7.3.	<p><b>T2.2-05: Company Previous Experience</b></p>		
	<p>Refer to the <b>Presentation</b> and applicable Returnable Schedules for details.</p> <p>Consultants were required to demonstrate their overall experience in performing at <b>least three (3) similar works</b> as per the Works Information in the Port and Coastal Engineering field over the <b>last fifteen (15) years</b>, and to this end, shall complete the project list provided in the Evaluation Criteria with project names and previous client contact details.</p> <ul style="list-style-type: none"> <li>• To substantiate the list, the Consultant must submit a <b>Completion Certificate/Reference letter</b> signed by the previous client confirming the work performed, with a clear indication of the client's impression of the work performed.</li> <li>• The <b>Completion Certificate/Reference letter</b> to substantiate experience must depict the following as a minimum: <ul style="list-style-type: none"> <li>▪ Project description</li> <li>▪ Previous Customer name and contact details.</li> <li>▪ Previous Clients' official letterhead and company stamp; if signed, the date of signature should be included.</li> </ul> </li> </ul>	H. Mdluli	
<b>8.</b>	<p><b>Enterprise and Supplier Development</b></p>		
	<p>Refer to Presentation, Transnet Preferential Procurement Policy Specific Goals for full details.</p> <p>Market Analysis was done by the SD Department, and E. Mfeka presented the Specific Goals and Points allocation applicable for this project to the clarification meeting, stating that only tenders that achieve the minimum qualifying score for functionality will be evaluated further in accordance with the 80/20 or 90/10 preference points systems as described in the Preferential Procurement Regulations</p> <p><b>The following preference point systems apply to all bids:</b></p> <p>The 80/20 system for requirements with a Rand less than R50 000 000 (all applicable taxes included); and</p> <p>The 90/10 system for requirements with a Rand value above R50 000 000 (all applicable taxes included).</p>	E. Mfeka	

	<p><b>The following specific goals will apply to this transaction.</b></p> <table border="1" data-bbox="309 147 1214 416"> <thead> <tr> <th data-bbox="309 147 778 255">Specific Goals</th> <th data-bbox="778 147 995 255">Number of points (80/20 system)</th> <th data-bbox="995 147 1214 255">Number of points (90/10 system)</th> </tr> </thead> <tbody> <tr> <td data-bbox="309 255 778 300">B-BBEE Status Level of Contributor 1 or 2</td> <td data-bbox="778 255 995 300">10</td> <td data-bbox="995 255 1214 300">5</td> </tr> <tr> <td data-bbox="309 300 778 344">EME or QSE 51% Black Owned Entities</td> <td data-bbox="778 300 995 344">10</td> <td data-bbox="995 300 1214 344">5</td> </tr> <tr> <td data-bbox="309 344 778 416">Non-Compliant and/or B-BBEE level 3-8 Contributors</td> <td data-bbox="778 344 995 416">0</td> <td data-bbox="995 344 1214 416">0</td> </tr> </tbody> </table> <ul style="list-style-type: none"> <li>• Tenderer to ensure that the Commissioner of Oath signature date and Deponent signature date must be on the same date; by failing to do so, the certificate will be regarded as fraudulent, and they will score 0 points.</li> </ul>	Specific Goals	Number of points (80/20 system)	Number of points (90/10 system)	B-BBEE Status Level of Contributor 1 or 2	10	5	EME or QSE 51% Black Owned Entities	10	5	Non-Compliant and/or B-BBEE level 3-8 Contributors	0	0		
Specific Goals	Number of points (80/20 system)	Number of points (90/10 system)													
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9	<p><b>Pricing Schedule (Activity Schedule)</b></p>														
	<p>Bidders were taken through the Activity Schedule, where the project manager explained in detail that the Activity Schedule is made up of the three main domains where the Consultants are required to conduct a pre-feasibility study for the erosion mitigation and coastal protection project involving a series of engineering tasks aimed at identifying sustainable and cost-effective interventions as per the scope of work, that is:</p> <ul style="list-style-type: none"> <li>▪ Beach Nourishment</li> <li>▪ Coastal Protection Structures</li> <li>▪ General Project Deliverables</li> </ul> <p>Procurement representative E. Mfeka informed the bidders about the implementation of a new system on the Transnet tender website called the New Supplier Portal. Bidders are now required to use this portal to enter their prices. While they will still fill in their prices on the Request for Proposal (RFP) document, it is mandatory to also complete the pricing schedule within the portal. Failure to populate the portal with their prices will result in the bid being classified as non-responsive.</p>	<p>H. Mdluli</p> <p>E. Mfeka</p>													
10.	<p><b>Mandatory Returnable Schedules</b></p>														
	<p>Refer to Presentation and Returnable Schedules for details.</p> <ul style="list-style-type: none"> <li>• Tenderers to submit the qualifications and experience of the Three Key Personnel (CVs)</li> <li>• Certificate of attendance at Compulsory Tender Clarification Meeting</li> <li>• Form of Offer &amp; Acceptance; Activity Schedule</li> </ul>	<p>E. MFeka</p>													
11.	<p><b>QUESTION AND ANSWERS</b></p>														
	<ul style="list-style-type: none"> <li>▪ <b>Bidder 1:</b> Bidder requested to be provided with the number of meetings that are required for the project (Progress meetings, technical meetings). <b>Response by H. Mdluli:</b> the question was noted by the Project Manager and stated that the response will be provided through the clarification register.</li> <li>▪ <b>Bidder 2:</b> Are surveys included in the price? <b>Response by H. Mdluli:</b> Yes, they are listed on the Activity Schedule.</li> <li>▪ <b>Bidder 3:</b> Would it be possible for the presentation to be emailed to us?</li> </ul>	<p>All</p>													

	<p><b>Response by E Mfeka:</b> The presentation can be emailed to bidders, but it is encouraged that they thoroughly review the entire RFP document to avoid missing any important sections.</p> <ul style="list-style-type: none"> <li>▪ <b>Bidder 4:</b> Is it okay to upload the documents in one field? For example, if I decide I want to upload all my documents under the TAB Mandatory.</li> </ul> <p><b>Response by E Mfeka:</b> It is not a problem so long as your documents are eligible and labelled cleared. But bidders are encouraged to utilise those fields. For example, under the Mandatory. Bidders are required to upload the RFP, Evaluation Schedules, the Prequalification. Then under the TAB Essential they can always upload the supporting documents.</p> <ul style="list-style-type: none"> <li>▪ <b>Bidder 5:</b> Since the Surveyors are not part of the key Personnel, can one surveying firm form part of more than one engineering consultancy firm?</li> </ul> <p><b>Response by H Mdluli:</b> the question was noted by the Project Manager and stated that the response will be provided through the clarification register.</p>		
	<b>Tenderers were asked to email all questions to <a href="mailto:TNPATENDERENQUIRIESRB@trans-net.net">TNPATENDERENQUIRIESRB@trans-net.net</a></b>	Tenderers	
<b>12.</b>	<b>CLOSING</b>		
	The meeting was closed after the Certificate of Attendance was signed.	Tenderers	

Compiled by:



**Eunita Mfeka**

Contract Specialist

Date: 20/05/2026

Reviewed and Accepted by:



**Hloniphile Mdluli**

Project Manager

Date: 20/05/2026