

	Meeting Minutes Template	Template Identifier	240-54076329	Rev	8
		Effective Date	September 2022		
		Next review date	September 2025		
		[Distribution]			

Meeting Name: Non – compulsory Clarification Meeting for the repair and maintenance of work under live conditions up to and including 33kV (gloving method) in Mpumalanga OU on an” as and when” required basis for a period of 60 months

Date:	Time:	Venue:	Meeting No.:
22 April 2025	11h00	Microsoft Teams	01/2025
07 May 2025	01h00	Microsoft Teams	02/2025

Item	Subject & salient points	Decisions & Action items	Responsibility	Target date
1.	Safety and Emergency Evacuation Procedure	The safety and Emergency Evacuation was shared; suppliers were encouraged to complete the attendance register as it would be used in the event of an emergency.	All	
2.	Opening: 2.1 Welcome 2.2 Apologies and quorum 2.3 Adoption of the Agenda		Maropene Leshabana All All	

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3.	Declaration of interest		All	
4.	Verification of minutes of previous meeting/s	First meeting & second meeting		
5.	Matters for information/Noting			
5.1	Heading for agenda item	1.Commercial 2. SDL&I 3. Technical 4. Contractual Requirements: Quality, Safety and Environmental		
6.	Introduction	Note: Closing date:22 May 2025 @ 10:00 and late tenders are not accepted. Tender delivery address: Eskom Holding SOC Ltd The Tender Office		

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		Limlanga Cluster - Limpopo Millennium Building 90 Hans Van Rensburg Street Polokwane Marked: CONFIDENTIAL TENDER NO. LP00209ML THE COMPANY NAME THAT IS STATED ON THE CIPRO DOCUMENTS MUST BE ON THE OUTSIDE OF EACH FILE 1 Original and 1 exact copy; clearly index/separated and marked documents for each section. • Commercial • Technical Functionality • Technical, Safety, Quality and Environmental. Contractual criteria Basic Compliance Basic compliance with this enquiry requires a tenderer to meet all the following requirements: • Meet the eligibility criteria for a tenderer. • The tenderer must submit two hard copies of the tender (an original tender plus 1 additional complete hard copy of the original tender) • Submit the original tender in paper form, plus a copy of the original, also in paper form. • Submit all the mandatory tender returnable at the stipulated deadlines.		
7.	Commercial	Returnable required at Tender closing (disqualifiable) -These returnable are required to be fully completed, signed and submitted		

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		with the tender at Tender closing date and time. If not fully completed, signed and/or submitted by tender closing the tender will be disqualified. • Completed NEC Pricing Schedule and Contract data. • Completed and signed declaration of authority form / submit the signed resolution by the board confirming the duly authorised personnel to sign all documents in connection with this tender. Note – The authorisation form must be submitted to confirm the authority of the supplier's representative to act as an authorised agent on behalf of the supplier. • CPA for local goods/services. Tenderers who fail to submit the above document will not be evaluated further. Returnable required at Tender closing. (Non-disqualifiable) - These returnable are also required to be fully completed, signed and submitted with Tender at Tender closing date and time, however, if not submitted by Tender closing, the Procurement Practitioners must request in writing the outstanding returnable to be submitted within five (5) working days. If the requested returnable are not fully completed, signed and/or received by the Procurement Practitioner within five (5) working days of the request; the tender must be disqualified. • Submit completed and signed non-disclosure agreement (NDA). • Tender Acknowledgement Form. • Tenderers particulars.		

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		• A completed and signed Integrity Pact Declaration form. • Annexure I - SBD 4 – Bidders Disclosure. • Submit completed and signed SBD 1 (Annexure G) as included in the invitation to tender document. • Submit completed and signed Supplier Bidding Document • Valid CIDB proof of registration with the grading of 2EP or higher. • Tax Evaluation Questionnaire • SBD 6.2 -Declaration certificate for local production and content and Annexures G2,G3,G4. Additional Documents required in event of JV • Letter of intent to form a JV/consortium or Valid joint venture agreement confirming the rights and obligations of each of the joint venture partners and their profit-sharing ratios. • Separate written confirmation that the joint venture will operate as a single business entity (incorporated) for the duration of the contract, or this may be included as an obligation within the JV agreement. These returnable are mandatory for evaluation and therefore required at tender closing time and date. These will not be requested by the Procurement Practitioner; however, the tenderer will not be disqualified but score zero. • SBD 6.1- Preference Points Claim Form in terms of PPR 2022 regulations (Annexure H).		

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		- Proof of compliance to the stipulated Specific goals. The following documents are required to claim preference points, - Valid B-BBEE certificate issued by a SANAS accredited verification agency / sworn affidavit / CIPS affidavit. - Proof of ownership / shareholding (preferably CIPC documentation) inclusive of shareholding breakdown - Certified ID copies of shareholder(s) - Proof of Disability (where applicable) Tenderer failing to provide documentation for the allocation of preference points will not be disqualified, but - May only score point out of 80 for price. - Scores 0 points out of 20 for specific goals Valid B-BBEE certificate issued by a SANAS accredited verification agency / sworn affidavit / CIPC B-BBEE Certificate for EME's, must be submitted by tenderers in order to qualify for the preference points. Failure on the part of a supplier to submit proof of B-BBEE status level of contributor for purposes of evaluation and scoring by the tender closing, will not result in disqualification; however, if the tenderer is		

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		otherwise deemed to be responsive and acceptable in all other aspects, the tenderer will then be scored zero on B-BBEE for purposes of PPPFA scoring and ranking. Six (06) highest scoring tenderers will qualify for the panel provided they attain the necessary authorization as previously stated. Should more than Six (06) contractors be tied in scoring the following will be applied to achieve the required 06: After the scoring and ranking of tender for panel establishment the following shall apply to break deadlock: • If two or more tenderers score an equal total number of points, the contract must be awarded to the tenderer that scored the highest points for specific goals. • If two or more tenderers score equal total points in all respects, the award must be decided by the drawing of lots.		

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8.	Technical			
9.	Quality Contractual criteria	The Quality presentation was shared. - Form A must be fully completed and signed. - Align submission to the latest standard fully.	Medupi Matsapola	
10.	Environmental Contractual	The Environmental presentation was shared.	Tsakani Chuma	
11.	Safety Contractual	The Safety presentation was shared.	Berlina Nkgudi	
12.	NEC Contract	Standard rates to be completed submitted, and it is a mandatory requirement for contractors to complete and submitted.	Maropene Leshabana	
13.	Questions and Answers (answers have been restructured and corrected where necessary)	1. Commercial questions Q1: Confirm if the projects is CIDB related projects? Answer: Grading of 2EP or higher. Q2: No space provided for signature on BOQ? Answer: BOQ to be completed. Q3: Should the suppliers certify the SARS tax pin document?	All	

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		Answer: Even if is not certify is fine. Q4: Do we submit the 6.2 at tender or at Task Order stage? Answer: At the Task Order stage. Q5: Do we have to submit 2 memory sticks or stick? Answer: You must submit 2 copies of exact the same for commercial. 2. <u>Quality questions</u> No questions. 3. <u>Environmental questions</u> No questions 4. <u>Safety questions</u> Q1: Do you have to certify the breathalyser certificate? Answer: Yes, the breathalyser certificate has to be certified.		

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		Q2: What will happen If the COIDA certificate has expired is that acceptable? Answer: If the COIDA certificate had expired you can submit proof of communication that you have applied or contacted the Department of Labour for renewal. 5. <u>Technical questions</u> Q1: Can I lease the truck from another contractor? Answer: Yes, as long as you have the rental/lease agreement. Q2: Should the Crane operator be accredited? Answer: The Crane operator should have Live Work appreciation training. Q3: Supplier requested the contact details of the Eskom Personnel offering training. Answer: Mr Thulani Malaza. Office number:013 755 9142 & e-mail Malazate@eskom.co.za and CC Bongani Msiza e-mail MsizaBI@eskom.co.za		

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		Q4: If you have a truck and is broken during the site clarification what do you have to do? Answer: A valid proof can be submitted for the repairer. Q5: If you submitted a certificate for the electrical and mechanical test which has expired are you going to be penalised? Answer: No, you will not be penalised but to correct at contract stage. Q6: Is there a specific vehicle for staff transport? Answer: Double cap or seven sitters are acceptable Q7: If you have 3 tone sling is that acceptable? Answer: It is fine as the minimum I 2 tones. Q8: Is borrowing of tools from another contractor acceptable? Answer: No, it is not acceptable. Q9: The scores under Mandatory Plant/equipment requirements for		

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		Live work aerial device truck with mechanical and electrical test certificates & Minimum 5Ton Crane truck with mechanical test certificate is not balancing? Answer: The score will be corrected and the new Live Work Contractor Technical Evaluation will be added to the Eskom tender Bulletin, e-tendering and CIDB with correct scores.		
14.	Closure	The first clarification meeting held on 22 April 2025 was adjourned at 01:00 pm. The second clarification meeting held on 22 April 2025 was adjourned at 02:30 pm.		

Signed as a correct record:

Chairman

14/05/2025

Date

NOTES:

- 1: This template may be transferred to an excel format for ease of use, provided that the content hereof is retained unaltered.
- 2: The attendance register is to accompany the minutes of the meeting.

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