

Project Name:	FOR THE PROVISION OF WASTE REMOVAL SERVICES FOR KOEDOESPOORT PLANT , WASTE MINIMISATION, REMOVAL, SAFE DISPOSAL AND HOUSEKEEPING SERVICES NORTH & NORTH-EAST CORRIDOR FOR A PERIOD OF THREE (3) YEARS	
Meeting Venue:	MERITING HALL , KOEDOESPOORT	
Date and Time of Evaluation:	02 JULY 2025	
Description	Action	Responsible person
Opening and welcome:	Introduction and overview	
Safety brief	Presented	Johan Mans
Attendance register:	Attendance registers were completed	All members
Name of evaluator:	Operational Division / Business Function	Present for evaluation/moderation (Yes/No)
1. Shadrack Mukoma	(Facilitator)	Yes
2. Collen Manana		Yes
3. Khensani Maluleka		Yes
4. Patrick Sekuto		Yes

No	Matters discussed or Issues noted	Procurement's advice	agreed way forward	Governance's advice if applicable
1	Shadrack	Shadrack introduced himself and welcomed everyone. Attendance register and compulsory certificate was circulated for those who did not bring and signed , it was also indicated that the bidders should ensure that the signed compulsory certificate is included in the RFP , if not, the bid will be disqualified. Safety briefing was conducted by Patrick Sekuto	Acknowledged by the attendees .	Not applicable



2	Shadrack took the suppliers through the RFP, indicating the important dates, closing date and query closing dates. RFP was issued at National Treasury and TE portal. If there is anyone unfamiliar with the Transnet Portal, please do not hesitate to email and will take you through the registration process. The portal is where you will upload your responses, the link is there on the RFP document, please ensure that you check that all documents scanned are attached, ensure the bid is uploaded before time to avoid any technical issues or delays. Any late tender will not be accepted. He highlighted the mandatory documents (Section 4, Annexure A, B,C D, E and briefing Attendance certificate) which if not submitted will be a disqualification, Section 4 is mandatory and if not completed and returned it is an automatic disqualification. Collen explained that Annexure A attached is the complete indication of pricing requirements and must be complete then transfer all the total prices to Section 4, Shadrack expanded through the EVALUATION METHODOLOGY stage one is an administrative and substantive responsiveness where we check the returnable document. Step 2 technical evaluation. Our minimum threshold is 70 points. Step Three is the price and specific goals. Step four is post tender negotiations. And Step 5 objective criterion (if necessary), and then the last stage is step seven. It's award of business. This is our technical evaluation and we have the criteria that we're going to use. <table><tr><th>Criteria Definition</th><th>Weighting</th><th>Score</th></tr><tr><td colspan="3">1. Company Authorisation and Registration for handling, transporting and disposing waste (legal requirements)</td></tr></table>	Criteria Definition	Weighting	Score	1. Company Authorisation and Registration for handling, transporting and disposing waste (legal requirements)			Acknowledged by the committee.	Not applicable
Criteria Definition	Weighting	Score							
1. Company Authorisation and Registration for handling, transporting and disposing waste (legal requirements)									

		Certification of registration as a Hazardous Waste Transporter with SAWIC/SAWIS (Bidder certification)		•Valid Hazardous Waste Transporter Permit 5% •No Hazardous Waste Transporter Permit=0%		
		A valid license of hazardous landfill and general site to be used.		•Valid Licence for Hazardous Waste Disposal Site=5% •No Licence for Hazardous Waste Disposal Site Permit=0%		
		A valid license of general landfill and general site to be used.		•Valid Licence for General Waste Disposal Site=5% •No Licence for General Waste Disposal Site Permit=0%		
		A valid license of industrial effluent/waste water disposal/treatment site to be used.		•Valid Licence for Industrial Effluent/waste water Disposal Site/treatment plant =5% •No Licence for Industrial Effluent/wastewater Disposal Site Permit/treatment plant=0%		
		2. Training and Competency				

		Training of Onsite Personnel on Waste Management, Hazardous Substance Handling training by an accredited institution. Institution accreditation number must be endorsed on certificates (SAQA accreditation) The training is for the following onsite personnel: •Onsite Supervisors •3 x waste sorters •Truck Drivers	10%	•Valid Training Certificates for Waste Management/Hazardous Substance Handling= 10% •No Training Certificates for Waste management/hazardous substance handling= 0%		
		Competency of the Hazardous Waste Drivers	5%	•Valid Driver’s licence with Professional Driving Permit (PrDP) with a “D” endorsement for transporting chemicals or dangerous goods= 5% •No Driver’s licence with Professional Driving Permit (PrDP) with a “D” endorsement for transporting chemicals or dangerous goods =0%		
		3. Company Experience in Waste Management Services				
		Provide signed references letters from clients for full time waste handling (Collection,	10%	•Four (4) or more reference letters provided = 10%		

		storage, transportation and disposal) services that was provided on the previous work/contract of similar scope in the past five (5) years. Three (3) months (From closing date of Tender) old or less reference letters with company Letterheads and endorsed through signatures) <i>full time means you were contracted for waste management specifically and not where waste gets generated as a results of conducting other scope of work. i.e. spill response.</i>	10%	•Two (2) or more reference letter provided = 5% •One (1) reference letter submitted=1% •No Reference letters provided = 0%		
		Provide references letter from clients for full time waste recycling services that was provided on the previous work/contract of similar scope in the past five (5) years. Three (3) months (From closing date of Tender) old or less reference letters with company heads and endorsed through signatures) <i>full time means you were contracted for waste recycling, with a team of onsite waste sorters.</i>		•Four (4) or more reference letters provided = 10% •Two (2) or more reference letter provided = 5% •One (1) reference letter submitted=1% •No Reference letters provided = 0%		

		Commitment to meet TE recycling targets: The service provider will be required to conduct waste awareness, recover or recycle/reuse waste and reduce waste disposed to landfill according to KPI template attached (Refer to Annexure D. (excluding used oil).	10%	Contractors response to KPI commitment: Yes to all KPI=10% No to any one of the KPIs=0%		
4. Technical Capability						
		Provide detailed methodology on waste classification, waste handling, Waste minimization and recycling, waste disposal approach that the contractor will employ in this scope of work.	10%	• Methodology on waste classification, waste minimization and recycling=10% • Methodology excludes any one of the following Key Performance Factors : waste classification or waste minimization or waste recycling=5%. • No Methodology provided or methodology exclude all Key Performance Factors (Waste classification or waste minimization or waste recycling. =0%		
5. Capacity						
		The company demonstrates the capacity to handle scope of work in terms of required equipment (e.g Waste trucks, waste receptacle, supersuckers,	25%	• Signed Affidavit, pictures of all listed assets and registrations for Truck, supersucker and bakkie/cab attached=25%		

		etc.) - attach a signed affidavit and pictures of the assets listed in the affidavit.		• No Signed Affidavit, pictures of all listed assets and registrations for truck, supersucker and bakkie/cab attached.= 0%		
		Section 4 It's a must complete because even if you want to attach a separate quote on your company's letter head, but this is compulsory, please complete Section 4. If you don't complete, is an immediate disqualification. Pricing must reflect on section 4 of the tender document. Bidders are required to ensure all mandatory documents are submitted: • Section 4 that it must be completed if you don't complete, it's an immediate disqualification. • Annexure A pricing breakdown • Annexure B specifications (Signed and returned) • Annexure C Compliance to SHE • Annexure D KPI commitment to be removed as Mandatory and be added to the returnable • Annexure E Affidavit for waste capacity • the certificate of attendance briefing session, And we have returnable documents used for SCORING. • Certification of registration as a Hazardous Waste Transporter with SAWIC/SAWIS • A valid license of hazardous landfill and general site to be used. • A valid license of general landfill and general site to be used • A valid license of industrial effluent/waste water disposal/treatment site to be used The first one is the proof of evidence to claim points for compliance with specific goals requirements as displayed, stipulated in Section 9 of the RFP.				



	POINTS
PRICE	80
SPECIFIC GOALS CONTRIBUTION	
B-BBEE Level of contributor – Level 1 or Level 2	5
51% Black Youth Owned Entities	5
30% Black Women Owned Entities	5
Company majority owned by people with disability	5
Non-Compliant and/or B-BBEE Level 3-8 contributors	0
Total points for Price and Specific Goals must not exceed	100

So please let me remind you that if specification document is not signed you will automatically be disqualified.

If you have any questions from after this meeting, you need to email to Hazey. mosalo@transnet.net before 12:00 PM on the 14/07/2025.

This would be all, and those who are interested to go on site, will take them through only those who are interested with the correct PPE to go on site.

The meetings agent.

Thank you.



3		Thank you all, for attending the meeting and participating. The minutes will be shared with all the members.	Acknowledged by the committee.	
Compiled by : Shadrack Mukoma 				