

# **BRIEFING SESSION METRORAIL GAUTENG**

## **19 AUGUST 2025**

**CHAIRPERSON:** Siphso Mabasa  
**TEL:** (011) 013 0125  
**Email:** Siphso.Mabasa@prasa.com

---

**DATE:** 19/08/2025                      **TIME:** 11:00 AM (day)

**VENUE:** CORDELFOSS SUBSTATION

**RFQ FOR THE SUPPLY AND INSTALLATION OF THE 44KV MOTOR OPERATED DISCONNECT SWITCHES (44KV MODS) IN THE METRORAIL GAUTENG REGION ON A ONCE OFF PERIOD.**

# RFQ Number:10362866

**Below are the briefing minutes and discussions held on 19 AUGUST2025**

## 1. OPENING AND WELCOME

### 1.1 OPENING AND WELCOME

The chairperson, Sipho Mabasa welcomed everyone at 11H00am and introduce the colleagues from PRASA.

#### **Attendance:**

- ❖ Gloria Mokgobi (SCM Department)
- ❖ Sipho Mabasa (Chairperson)
- ❖ Donald Padi (Electrical Department)
- ❖ Joel Kangala (Electrical Department))
- ❖ Lebo Nomasisi (Electrical Department)

## 2. PURPOSE OF THE RFQ

The chairperson clarified what is the purpose of the RFP as follows:

- 2.1 To set out the rules of participation in the bid process referred to in this RFP.
- 2.2 To disseminate information on the project contemplated in this RFP.
- 2.3 To give guidance to bidders on the preparation of their RFP bids.
- 2.4 To gather information from bidders that is verifiable and can be evaluated for the purposes of appointing a successful bidder.
- 2.5 To enable PRASA to select a successful bidder that is:
  - 2.5.1 Technically qualified and meet the empowerment criteria described in this RFP.
  - 2.5.2 Carry all the obligations of the Contract.

## 3. BID Timelines

- ❖ **Bid issue date** **08 August 2025**
- ❖ **Briefing Session** **19 August 2025 @11H00am**
- ❖ **Closing date** **25 August 2025@10:00am**

**Directors** Acting Chairperson N. Nokwe-Macamo,  
Adv. S. Sethene, Adv. M. Motlogelwa,  
L. Joel, N. Makaepa, M. Mukhuba, DK. Mohuba,  
S. Luthuli, TN. Mpye

**Group CEO**  
H. Emeran  
**Company Secretary**  
L. Mthayise

#### 4. Communication channels / Queries and enquiries

4.1 Queries and enquires should be sent to [Gloria.Mokgobi@prasa.com](mailto:Gloria.Mokgobi@prasa.com)

#### 5. Notice to bidders.

- ❖ Bidders are encouraged to visit the NT website and Prasa Website (advertised tenders) regularly as updates will be uploaded regularly.
- ❖ Questions and Answers will be uploaded on E- tender and Prasa Website.

#### 6. How to access the tender document.

6.1 This RFP may be downloaded directly from National Treasury's e-Tender Publication Portal at [www.etenders.gov.za](http://www.etenders.gov.za) free of charge and from the Prasa website at [www.prasa.com](http://www.prasa.com).

#### 7. How to access the tender document.

7.1 This RFP may be downloaded directly from National Treasury's e-Tender Publication Portal at [www.etenders.gov.za](http://www.etenders.gov.za) free of charge and from the Prasa website at [www.prasa.com](http://www.prasa.com).

#### 8. Delivery instruction

8.1 The Bid envelopes must be Hand delivered to PRASA BUILDING @ SHOSHOLOZA MEYL JUNCTION and must be addressed as follows:

PASSENGER RAIL AGENCY OF SOUTH AFRICA  
SHOSHOLOZA JUNCTION,  
6TH Ground FLOOR  
CNR LEYDS AND SIMMONDS  
BRAAMFONTEIN  
JOHANNESBURG  
2001

**Note: Bidders must ensure that they complete a submission register and are issued a receipt to confirm their submission.**

#### 9. Instructions for completing the RFQ.

9.1 All responses to the RFP must be submitted in sealed envelopes and boxes.

## 10. Evaluation criteria

STAGE 1: COMPLIANCE REQUIREMENTS	STAGE 2: TECHNICAL / FUNCTIONALITY REQUIREMENTS	STAGE 3: PRICING AND SPECIFIC GOALS
Stage1A Mandatory Requirements Stage 1B Basic Compliance Technical Mandatory Requirements	Organizational Experience Delivery Technical Approach/ Methodology Delivery lead-time.	Price 80 or 90 <b>SPECIFIC GOALS</b> 20 or 10
Standard Bidding Documents must be completed and signed	Bids evaluated in terms of Functionality (Minimum threshold 80%)	Bids evaluated in terms of 80/20 or 90/10 preference system

## 11. Pricing and BOQ

- ❖ Bidder/s is/are required to submit a responsive bid by completing all the prices for items on the BOQ.
- ❖ Bid prices must be inclusive of all costs such as travel costs, transport costs, labour, Security, and another related cost.
- ❖ All bid prices must be inclusive of VAT OF 15%. (All applicable taxes)
- ❖ Failure to submit a signed pricing schedule will invalidate the bid and result in a bid being disqualified.

## 12. SARS

- ❖ VAT
- ❖ It is mandatory for a business to register for VAT for the estimated value if the projects exceed R 1 000 000 (one million).
- ❖ TAX COMPLIANCE
- ❖ All bidders must be tax compliant at the time of award.
- ❖ In the case of JV/Partnership, all parties must be compliant at the time of award. If one party is not compliant the bid will be disqualified.

### 13. Standing bidding documents and forms

- ❖ All Standard Bidding Documents and forms must be completed and submitted with the bid document.
- ❖ Section 4 (1) (b) (iii) of the Competition Act No. 89 of 1998, as amended, prohibits an agreement between, or concerted practice by, firms, or a decision by an association of firms if it is between parties in a horizontal relationship and if it involves collusive bidding (or bid rigging). Collusive bidding is a prohibition meaning that it cannot be justified under any grounds.

### 14. Question and answers under technical matters.

- ❖ How many Switches? Answer: 2 x MODS
- ❖ How many kilometers from the site to the depot? Answer: 10KM from the site to Capital Park Depot.
- ❖ Please clarify the requirement regarding the Electrician, technician or erector. Answer: Bidders can either assign an electrician or an erector/Linesman or technician.

### 15. Matters to note.

- ❖ Bidders to clearly write their email address and contact details for communication purpose.

The Chairperson adjourned the meeting at 12H00: Siphso Mabasa 

COMPILE BY Gloria Mokgobi