



**NON-COMPULSORY CLARIFICATION MEETING FOR THE
DETECTION AND MAPPING OF UNDERGROUND SERVICES AT
THE PORT OF EAST LONDON FOR A PERIOD OF FOUR (4)
MONTHS**

TNPA/2025/09/0004/106220/RFP

DATE: 02 DECEMBER 2025

TIME: 10:00

Presented By: Sourcing Team

AGENDA ITEM

No.	Agenda Item	
1	Welcome and Meeting Procedure	
2	Safety Briefing	
4	Introductions	
5	Background and Scope of Service	
6	Evaluation methodology	
7	Pricing Data	
8	Returnable Documents	
9	Tendering Procedures	
10	Questions & Answers	

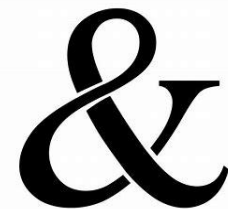
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Welcome and Meeting Procedure

PLEASE NOTE:

- Briefing Session is recorded, and all attendees are muted
- The Link for attendance register is attached on the chat box
- Encouraged to ask all clarity seeking questions after the presentation
- Clarification meeting is non-compulsory and failure to attend will not result in disqualification.
- Further enquiries to be issued to TNPAPOEAbove@transnet.net on or before 19th January 2026
- Presentation and minutes of the clarification meeting will be published 04 December 2025 onto the Transnet e-tender portal and National Treasury e-tender portal
- **Tender Closing, 21 January 2026 @ 15h00-** Please observe the closure of the tender and preferable submit before closing to avoid potential technical problems





BACKGROUND

Presented By: Technical Team

Background

Sekela



The objective of the Employer is to procure the services of a consultant to provide the detection and mapping of existing underground services. The information will be used for the detailed design of the water and sewer reticulation networks in the Port of East London (Port of E.L).

The water and sewer reticulation networks in the Port of East London were installed at the inception of the Port in the 1970's. The reticulation networks have been in operation for over 50 years and have reached the end of their design life.

The service detection shall cover the Port of East London land area, measuring 138.575 hectares in extent. The site is divided into four precincts as shown in Figure 1 below with their respective areas provided in the Activity Schedule.



Background

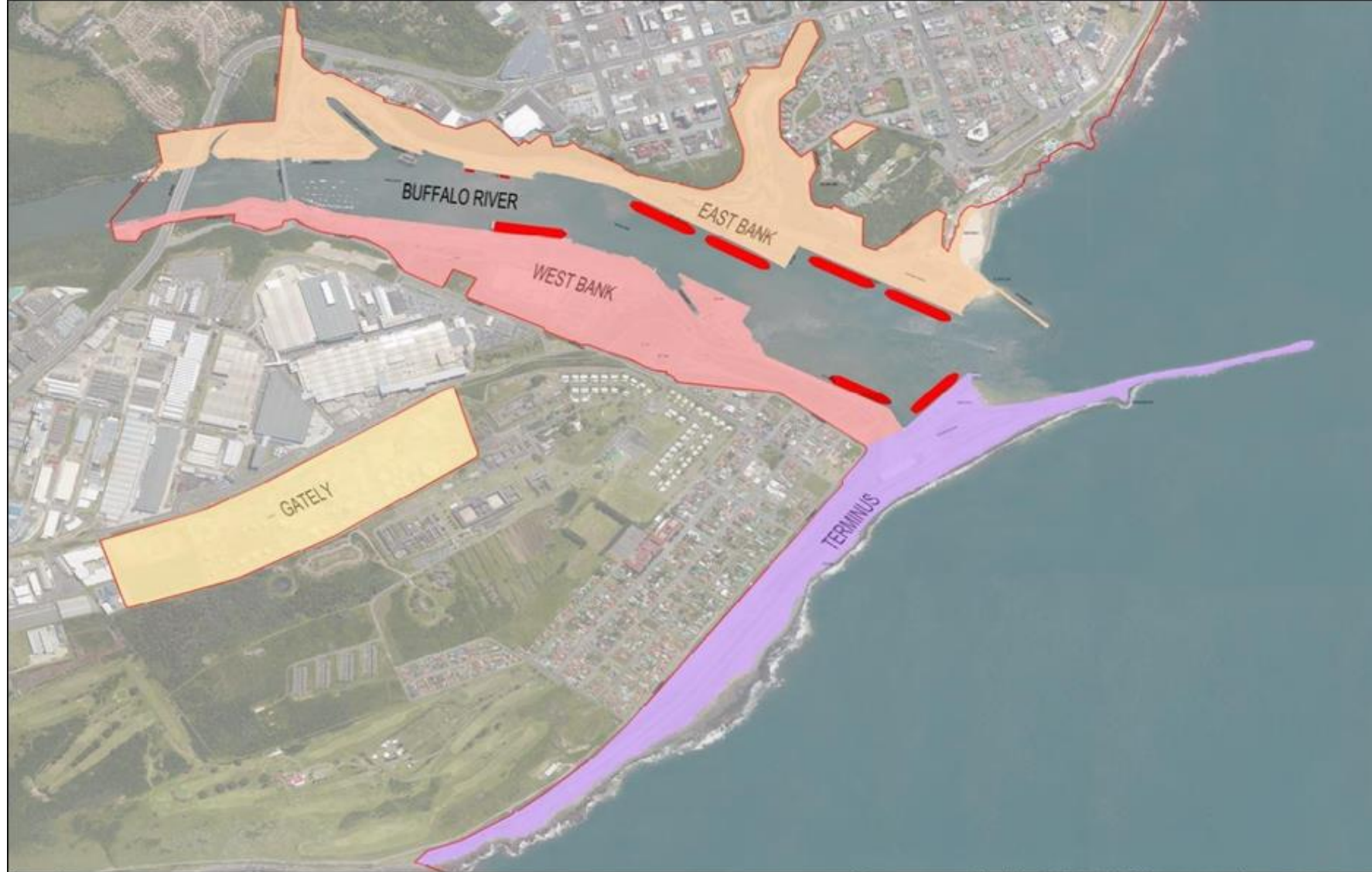


Figure 1: Locality map for the Port of East London.



SCOPE OF SERVICES

Presented By: Technical Team

The scope of work is summarized below, for detailed scope refer to Annexure A:

- Identification and classification of all the existing underground services - as indicated on the layout drawing – on the various surfaces found on site.
- Provision of details (route, cover levels, invert levels, depth, and junction positions) of all the existing underground services.
- 3 dimensional (3D) of service tunnels.
- Provision of a survey report documenting all underground services identified and their details (type, diameter, material, etc.).
- Provision of complete AutoCAD and PDF drawings.
- Provision of Excel and/or CSV files showing a complete list of points used and their positions (i.e., X, Y, Z coordinates – and lengths where applicable), as per final AutoCAD and PDF drawings.
- Close out all activities, complete with a full handover of all deliverables in electronic format and associated contractual deliverables.



Scope of Services

Expected Deliverables:

- Refer to Annexure A



EVALUATION METHODOLOGY

Presented By: SCM / Technical Team



Stages of Evaluation

Stage 1 Administrative and Substantive Responsiveness Tests

Stage 2 Functionality/Technical Evaluation

Stage 3 Preference Point System Evaluation

Stage 4 Commercial Evaluation

Stage 5 Post Tender Negotiations (where applicable)

Stage 6 Award of Business





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Evaluation Criteria

Stage 1 Pre-Qualification

Presented By: SCM

Stage One Step 1: Tests For Administrative Responsiveness



Administrative responsiveness check	
•	Whether the Bid has been lodged on time
•	Whether all Returnable Documents and/or schedules [where applicable] were completed and returned by the closing date and time
•	Verify the validity of all returnable documents
•	Verify if the Bid document has been duly signed by the authorised respondent
•	Whether any general and legislation qualification criteria set by Transnet, have been met

Stage One Step 2: Test for Substantive Responsiveness



Substantive responsiveness check

- Whether the tender contains a responsive priced offer
- Whether any technical pre-qualification criteria set by Transnet, have been met as follows:
 - ✓ Valid registration of key personnel as follows:
 - Professional Land Surveyor – to be registered with South African Geomatics Council (SAGC) as PrLS.
 - Candidate Civil Engineer - to be registered as a Candidate Engineer with Engineering Council of South African (ECSA)
 - Utility Detection Technician – Certified by Original Equipment Manufacturer (OEM).
- Whether the tender materially complies with the scope of service given

Any tenderer that fails to meet the stipulated Eligibility criteria will be regarded as an unacceptable tender



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Evaluation Criteria

Stage 2 Functionality

Presented By: SCM & Technical Team

STAGE 2 OF EVALUATION: FUNCTIONALITY



Only those tenderers who obtain the minimum number of evaluation points for Functionality will be evaluation further in term of Price and Applicable Preference Point System.

The minimum qualifying score for functionality is **60** points.

T2.2-02 Programme

T2.2-03 Experience of Key Personnel

T2.2-04 Tenderers Previous Experience

T2.2-05 Method Statement

T2.2-02: Evaluation Schedule: Programme (15 Points)



The Tenderer details the programme for evaluation and attaches it to this schedule. In addition, the Tenderer is to provide an electronic copy of the programme in Primavera, Microsoft Projects or any other compatible Planning software, Excel, word or the like will not be accepted.

The tenderer shall provide the proposed programme, at a minimum **Level 2/3** showing the following:

- **Programme Duration:** Start date and completion date are stated, with the minimum duration of programme being 16 weeks.
- **Programme Details:** The activities listed in the program must align with the project scope and be presented in a logical sequence, demonstrating an understanding of project requirements. Programmes that are not related to the scope shall not be evaluated. A minimum of 3 items below must be responded to.

T2.2-02: Evaluation Schedule: Programme (15 Points)

- Predecessors and Successors: Sequence of activities before and after each activity must be clearly shown, in separate columns on the programme (If only one column is displayed point will be forfeit).
- Duration of Activities (days): Must be displayed in a separate column on the Programme.
- Logical Critical Path: Must be clearly reflected on the Programme.
- Float: Must be clearly stated and displayed in a separate column on the programme.
- Time Risk Allowance: Must be stated for individual activities and reflected as an activity/s on the programme.

Programmes that are not related to the scope shall not be evaluated.



T2.2-02: Evaluation Schedule: Programme (15 Points)

The scoring of the Programme will be as follows:

	Programme Duration	Programme Details
Score	5	10
0	No Response or Starting date and completion date not shown	No response or none of the 5 items have been responded to (Predecessor and Successors columns, Duration of Activities, Critical path, Float column, Time Risk Allowance).
20	Starting date and completion date with total overall duration that is 20 weeks or more.	Only 1 item has been responded to. (Predecessor and Successors columns, Duration of Activities, Critical path, Float column, Time Risk Allowance).
40	Starting date and completion date with total overall duration of more than 16 weeks but less than 20 weeks	Only 2 items have been responded to (Predecessor and Successors columns, Duration of Activities, Critical path, Float column, Time Risk Allowance).
60	Starting date and completion date, the total overall duration is 16 weeks	Only 3 items have been responded to (Predecessor and Successors columns, Duration of Activities, Critical path, Float column, Time Risk Allowance).
80	Starting date and completion date with the total overall duration that is less than 16 weeks but more than 12 weeks.	Only 4 items have been responded to. (Predecessor and Successors columns, Duration of Activities, Critical path, Float column, Time Risk Allowance).
100	Starting date and completion date with total overall duration that is 12 weeks or less	All 5 items have been responded to. (Predecessor and Successors columns, Duration of Activities, Critical path, Float column, Time Risk Allowance).



Key personnel's experience is required to confirm capability to execute the project and must be submitted in the form of detailed Curriculum Vitae (CVs). Detailed CV's must demonstrate that key site personnel have sufficient knowledge, and experience to provide the required works on **similar** projects: CV must provide details of projects completed with start and end date as well as the role of key person in the project. Comprehensive CV's should be attached to this schedule:

Each CV should address the following, but not limited to;



T2.2-03: Experience of Key Personnel (30 Points)

- i. Personal particulars
 - a. Name
 - b. Place (s) of tertiary education and dates associated therewith
professional societies and professional registrations)
- ii. Name of current employer and position in enterprise with valid contact details
- iii. Overview of post graduate experience (year, organization and position)

T2.2-03: Experience of Key Personnel (30 Points)



1. **Professional Land Surveyor:**

- Professional Land Surveyor must have a minimum of 5 years' experience in underground services detection or similar projects, post registration.

2. **OEM certified utility detection Technician**

- OEM certified utility detection technician must have a minimum of 5 years' experience in underground services detection, post certification.

3. **Candidate Civil Engineer**

- Candidate Civil Engineer must have a minimum of 5 years' experience in in the design of civil services such as roads, water & sewer reticulation, stormwater, and pipe & chamber works for electrical and communication cables, post registration.



T2.2-03: Experience of Key Personnel (30 Points)

The scoring of the Experience of Key Personnel is as follows:

Score	Professional Land Surveyor (10)	OEM certified utility detection (10) Technician	Candidate Civil Engineer (10)
Score 0	No submission/failure to provide relevant experience	No submission/failure to provide relevant experience	No submission/failure to provide relevant experience
Score 20	Professional Land Surveyor (PrLS) with Less than or equal to 2 years' experience post registration.	OEM certified utility detection technician with less than or equal to 2 years' experience post certification.	Candidate civil engineer with less than or equal to 2 years' experience post registration.
Score 40	Professional Land Surveyor (PrLS) with more than 2 years and less than 5 years' experience post registration.	OEM certified utility detection technician with more than 2 years but less than 5 years' experience post certification.	Candidate civil engineer with more than 2 years and less than 5 years' experience post registration.
Score 60	Professional Land Surveyor (PrLS) with 5 or more years' experience but less than 7 years post registration.	OEM certified utility detection technician with 5 years' experience but less than 7 years post certification.	Candidate civil engineer with 5 years' experience but less than 7 years post registration.
Score 80	Professional Land Surveyor (PrLS) with 7 or more years but less than 10 years' experience post registration.	OEM certified utility detection technician with 7 or more years but less than 10 years' experience post certification.	Candidate civil engineer with 7 or more but less than 10 years' experience post registration.
Score 100	Professional Land Surveyor (PrLS) with 10 or more years' experience post registration	OEM certified utility detection technician with 10 or more years' experience post certification.	Candidate civil engineer with 10 or more years' experience post registration.

T2.2-04: Evaluation Schedule: Tenderers Previous Experience (25 Points)

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Tenderers are required to demonstrate previous experience in detection and mapping of underground services and infrastructure. The Tenderer must submit completion certificates or reference letters for similar projects and must have completed a minimum of three (3) projects relating to the scope (size and type) as per the completion or reference letters.

The letters must include the following compulsory requirements:

1. In a client's letterhead
2. Project name
3. Project description
4. Project value
5. Responsibility
6. Valid contact details of the client

The completion certificates/ letters must be signed by the respective Client for each project. Completion certificates/ letters that do not have all the above requirements will not be considered.

T2.2-04: Evaluation Schedule: Tenderers Previous Experience (25 Points)



Scoring guide is as follows

Score	Previous Experience (25)
0	No submission / irrelevant reference letters or completion certificates submitted / reference letters or completion certificates not signed /reference letters not in client's letterhead
20	The tenderer has submitted only one (1) reference letter or completion certificate in detection and mapping of underground services and infrastructure
40	The tenderer has submitted Two (2) reference letters or completion certificates in detection and mapping of underground services and infrastructure
60	The tenderer has submitted Three (3) reference letters or completion certificates in detection and mapping of underground services and infrastructure
80	The tenderer has submitted Four (4) reference letters or completion certificates in detection and mapping of underground services and infrastructure
100	The tenderer has submitted Five (5) reference letters or completion certificates in detection and mapping of underground services and infrastructure



Method statement - The method statement must respond to the scope of work and outline the proposed approach to conduct the underground service detection.

The method statement should not be longer than 5000 words.

The method statement must respond specifically to the seven sub-criteria (1 to 7) to be evaluated, that are relevant to the scope of work.

As the minimum the Tenderer must address 5 of the following elements: -

1. Method statement Sequencing: Method statement should detail the sequence of the works, with a particular response to the following:

- 1.1. Desktop study activities
- 1.2. Site work activities
- 1.3. Data processing procedure
- 1.4. Data verification

Items 1.1 to 1.4 must all be responded to for the Tenderer to be allocated a score



2. Risk assessment: The method statement should clearly outline the risks associated with executing the works, along with associated mitigation measures, with the response outlined as follows:

- 2.1. Technical risks
- 2.2. Mitigation measure (per risk)

Items 2.1 and 2.2 must all be responded to for the Tenderer to be allocated a score.

3. Roles and responsibilities: Method statement should provide an organogram with an outlines of the roles and responsibilities of the Bidders personnel. The response should be outlined as follows:

- 3.1. Organogram showing full details of key personnel (Name, surname, role, academic qualification)
- 3.2. Organogram showing reporting lines
- 3.3. Outline of role and responsibility of each key personnel in executing the works.

Items 3.1 to 3.3 must all be responded to for the Tenderer to be allocated a score.



4. Hardware and software: Method statement should provide details regarding the tools of trade to be utilized in completing the works. The response should be outlined as follows:

- 4.1. List of hardware / equipment
- 4.2. Hardware / equipment limitation (per item)
- 4.3. List of software
- 4.4. Software limitation (per item)
- 4.5. How each hardware / equipment will be utilized in executing the works
- 4.6. How each software will be utilized in executing the works

Items 4.1 to 4.6 must all be responded to for the tenderer to be allocated a score.

5. Quality Control Process: Method statement should explain quality control process to be implemented in executing the works, to ensure the Client objectives are met. The response should be outlined as follows:

- 5.1. Quality control process
- 5.2. Quality control checklist to be utilized in collecting the data on site
- 5.3. Quality control checklist to be utilized during the data processing phase
- 5.4. Quality control standards adopted

Items 5.1 to 5.4 must all be responded to for the Tenderer to be allocated a score

T2.2-05: Evaluation Schedule – Method Statement



6. Outline the traffic accommodation: Method statement should outline the traffic accommodation procedure for road surveys. The response should be outlined as follows:

- 6.1. Number of flag personnel to control traffic for work completed on road sections
- 6.2. Typical layout sketch indicating set up for work completed on road sections
- 6.3. Procedure for working while Port operations are ongoing

Items 6.1 to 6.3 must all be responded to for the Tenderer to be allocated a score.



7. Existing Services: Method statement should outline how existing services will be identified and captured correctly. The response should be outlined as follows:

- 7.1. How each type of service will be identified
- 7.2. How the routing of each type of service will be established
- 7.3. How the depth of each type of service will be established
- 7.4. How the direction of flow for gravity services (sewer & stormwater) will be established
- 7.5. How the exact location of the service will be determined and recorded, to be incorporated into the detailed design (design done by others).
- 7.6. If an invasive method is deemed necessary, an explanation of how this necessity will be determined.
- 7.7. If an invasive method is deemed necessary, an explanation of how this will be carried out.

Items 7.1 to 7.7 must all be responded to for the Tenderer to be allocated a score.

T2.2-05: Evaluation Schedule – Method Statement



The scoring of the method statement will be as follows:

Score	Method Statement
0	No method statement or irrelevant information submitted.
20	The tender's methodology addresses up to three (3) critical elements of the scope of work (Items 1, 5 & 7 are compulsory)
40	The tender's method statement submitted addresses four (4) critical elements of the scope of work (Items 1, 3, 5 & 7 are compulsory)
60	The tender's method statement submitted addresses five (5) critical elements of the scope of work. (Items 1, 3, 4, 5 & 7 are compulsory)
80	The tender's method statement submitted addresses six (6) critical elements of the scope of work. (Items 1, 3, 4, 5, 6 & 7 are compulsory)
100	The tender's method statement submitted addresses seven (7) critical elements of the scope of work. (Items 1, 2, 3, 4, 5, 6 & 7 are compulsory)



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Evaluation Criteria

Stage 3 Preference Point System

Presented By: SCM

Stage 3 Preference Point System



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 Preferential Procurement Regulations.

80 where the financial value of one or more responsive tenders received have a value equal to or below R50 million, inclusive of all applicable taxes,
and/or

90 where the financial value of one or more responsive tenders received have a value above R50 million, inclusive of all applicable taxes.

Thresholds	Minimum Threshold
Functionality	60

Stage 3 Preference Point System– Specific Goals



In terms of Transnet Preferential Procurement Policy (TPPP) and Procurement Manuals, the following preference points must be awarded to a bidder who provides the relevant required evidence for claiming points

Selected Specific Goal	Number of points (80/20 system)	Number of points (90/10 system)
B-BBEE Status Level of Contributor 1 or 2	06	03
30% Black Women Owned Entities	04	02
EME or QSE 51% Black Owned	10	05
Non-compliant and/or B-BBEE Level 3-8 contributors	00	00

Stage 3 Preference Point System– Specific Goals



The following Table represents the evidence to be submitted for claiming preference points for applicable specific goals in a particular tender:

Specific Goals	Acceptable Evidence
B-BBEE Status Level of Contributor 1 or 2	B-BBEE Certificate / Sworn-Affidavit / CIPC B-BBEE Certificate (in case of JV, a consolidate scorecard will be accept) as per DTIC guidelines
30% Black Women Owned Entities	B-BBEE Certificate / Sworn-Affidavit / CIPC B-BBEE Certificate (in case of JV, a consolidate scorecard will be accept) as per DTIC guidelines
EME or QSE 51% Black Owned	B-BBEE Certificate / Sworn-Affidavit / CIPC B-BBEE Certificate (in case of JV, a consolidate scorecard will be accept) as per DTIC guidelines

Should the evidence required for any of the Specific Goals applicable in this tender not be provided, a tenderer will score zero preference points for that particular “Specific Goal”.



PRICING DATA

Presented By: Technical Team

Activity Schedule



Item	Description	Unit	Qty	Rate	Amount
1.1	Contractual requirements	Sum	1		
1.2	Site Establishment & De-establishment	Sum	1		
1.3	Health and Safety File	Sum	1		
2	Detection of Services				
2.1	Site activities (GPR, EML, Invert Levels etc.)				
2.1.1	East Bank precinct	ha	41.272		
2.1.2	West Bank precinct	ha	38.257		
2.1.3	Terminus precinct	ha	31.587		
2.1.4	Gately precinct	ha	27.459		
2.2	3D scan of service tunnels (Provisional)	m	2110		

3	Data Processing & Prelim. drawings				
3.1.1	East Bank precinct	ha	41.272		
3.1.2	West Bank precinct	ha	38.257		
3.1.3	Terminus precinct	ha	31.587		
3.1.4	Gately precinct	ha	27.459		
3.2	3D scan of service tunnels (Provisional)	m	2110		

Activity Schedule

4	Traffic control				
4.1	Traffic accommodation in work area	m	385		
5	Reporting				
5.1	Survey Report	Sum	1		
5.2	Final Drawing pack (.dwg & pdf)	Sum	1		
	Total Price to be carried over to the Form of Offer & Acceptance Exclusive of VAT				



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Returnable Documents

Presented By: SCM

List Of Returnable Documents



These schedules are required for pre-qualification and eligibility purposes:

T2.2-01 **Stage One step 2 as per valid Professional registration - Eligibility Criteria**

Schedule -Professional Registrations with SAGC, ECSA and certificate by OEM

Stage Two these schedules will be utilised for evaluation purposes:

T2.2-02 Evaluation Schedule: Programme

T2.2-03 Evaluation Schedule: Key Personnel Experience

T2.2-04 Evaluation Schedule: Tenderers Previous Experience

T2.2-05 Evaluation Schedule: Method Statement

Stage Three: These schedules will be utilised for evaluation purposes:

B-BBEE Certificate / Sworn - Affidavit / B-BBEE CIPC Certificate (in case of JV, a consolidated scorecard will be accepted) as per DTIC guidelines.

List Of Returnable Documents



Returnable Schedules:

General:

- | | |
|---------|---------------------------------------|
| T2.2-06 | Authority to submit tender |
| T2.2-07 | Record of addenda to tender documents |
| T2.2-08 | Letter of Good Standing |

List Of Returnable Documents



Agreement and Commitment by Tenderer:

T2.2-09: CIDB SFU ANNEX G Compulsory Enterprise Questionnaire

T2.2-10 Non-Disclosure Agreement

T2.2-11 RFP Declaration Form

T2.2-12 RFP – Breach of Law

T2.2-13 Certificate of Acquaintance with Tender Document

T2.2-14 Service Provider Integrity Pact

T2.2-15 Supplier Code of Conduct

T2.2-16 POPIA

SBD4 - Bidders Disclosure

SBD6.1 - Preference Points Claim Form

List Of Returnable Documents



Bonds/Guarantees/Financial/Insurance:

T2.2-17 Insurance provided by the Consultant

2.2 C1.1 Offer portion of Form of Offer & Acceptance

2.3 C1.2 Contract Data

2.4 C1.3 Forms of Securities

2.5 C2.1 Pricing Instructions

2.6 C2.2 Activity Schedule



TENDERING PROCEDURES

Presented By: SCM



Tendering Procedures

- **RFP Information:**

- Description: : For the Detection and Mapping of Underground Services at the Port of East London for a period of four (4) months
- RFP Number : TNPA/2025/09/0004/106220/RFP
- Issue Date : 21 November 2025
- Clarification Date : 02 December 2025 at 10h00
- Closing Date : 21 January 2026 at 15h00
- Tender Validity Period: 12 weeks from closing date
- Tender Downloading : 2 Websites (Free)

Tendering Procedures (Continued)

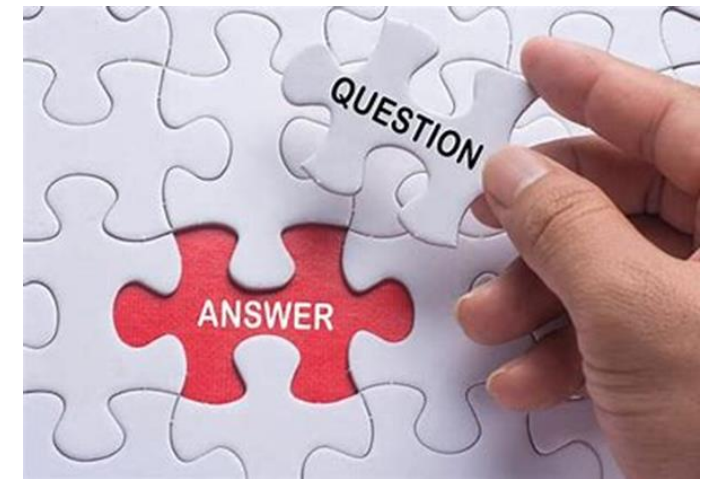


- Tender Submission : Transnet e-Tenders platform NOT in a tender box or email
- Employer's Agent and email address : TNPAPOELOAbove@transnet.net
- Late Tenders : Not Accepted

Questions And Answers



Question
&
Answer



PRESENTATION WILL BE ISSUED PUBLISHED



Thank you

**We look forward to receive your bid
responses on time**