



Meeting Minutes Template

Template Identifier	240-54076329	Rev	7
Effective Date	November 2019		
Next review date	October 2022		
[Distribution Gauteng Cluster]			

Meeting Name: NON-COMPULSORY CLARIFICATION MEETING FOR TEAP PROCESS FOR MANUFACTURING AND SUPPLY OF SMART METERS FOR ALL DISTRIBUTION CLUSTERS FOR A PERIOD OF 3 YEARS ON AN “AS AND WHEN” REQUIRED BASIS.

Date:	Time:	Venue:	Meeting No.: 1
25 March 2024	11H00 am	TEAMS MEETING	

Meeting Name: Non-Compulsory Clarification meeting for the TEAP PROCESS FOR MANUFACTURING AND SUPPLY OF SMART METERS FOR ALL DISTRIBUTION CLUSTERS FOR A PERIOD OF 3 YEARS ON AN “AS AND WHEN” REQUIRED BASIS

Date	04/07/2023	Venue		Meeting No.	1
Attendance Register					
Name	Initials	Designation and Area Represented	Name	Initials	Designation and Area Represented
1. Tshifhiwa Mandavha	TM	Snr Advisor Procurement	2. Susan Mabena	SM	Middle Manager Procurement
3. Edison Makwarela	EM	Snr Consultant Engineering	4. Thabo Mazibuko	TBM	Middle Manager Smart Meters
5. Donovan Kumkara	DK	Manager Contracts Management	6. Andrew Else	AE	Snr Advisor Quality
7. Stephen Nkwane	SN	Middle Manager network Engineering	8. Mosa Makhubo	MM	Snr Advisor SD&L
Apologies Register					

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1. NONE

2.

Item	Subject & salient points	Decisions & Action items	Responsibility
1.	1.1 Opening, Welcome and Apologies Welcome	TM opened the meeting and welcomed everyone as well as set ground rules	
2.	Safety and Emergency Evacuation Procedure	TM went through the safety Evacuation.	
3.	Fixed Agenda Items	None	
3.1.	Objective	TM opened the meeting and welcomed everyone as well as set ground rules TM explained the purpose of the meeting which is to provide clarity and allow bidders a chance to ask questions where they need clarity.	
3.2.	Presentation	TM went through the presentation.	

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		<p>SM gave a detailed explanation of the TEAP process.</p> <p>EM went through the technical evaluation and SOW in details.</p>	
4.	General	<p>TM indicated that this is a non-compulsory clarification and attendance, or non-attendance will not disadvantage any bidder,</p> <p>TM went through the commercial process and explained the details of the Invitation to tender emphasizing on documents mandatory for evaluation which should be submitted at tender closing. Page 10-13 of the Invitation document.</p> <p>BOQ</p> <p>TM stated that bidders should not submit prices with the tender.</p>	

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		<p>TM urged suppliers to regularly check the tender portals for any updates and communication regarding the tender.</p> <p>Technical</p> <p>EM went through the technical evaluation criteria and scope of work.</p> <p>Functionality</p> <p>EM emphasized that supplier should complete the excel spreadsheet in detail (Technical Schedule) and also advised that suppliers should submit two sets of samples just in case where one unit fails then there is a backup.</p> <p>Q and A</p> <p>Suppliers were afforded a chance to ask questions.</p> <p>Question: There was a question on the TEAP process and how it differs from the LEP</p>	

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		<p>Answer: EM clarified that TEAP stand for Technically Evaluated & Accepted product, should your product be accepted you will be listed on TEAP list for a duration of 5 years or duration of the contract. Any modification will have to be communicated to ESKOM prior. Being listed on the TEAP does not mean you are supplying, you are just approved technically.</p> <p>Question: when do we need to submit the samples?</p> <p>Answer: At tender closing date.</p> <p>Question: if I have a DIN-Rail meter that has a GSM modem, will it be accepted</p> <p>Answer: EM yes, it falls under the category of BS Footprint meters with modems</p> <p>Question: After the functional tests have passed, how long before certificates are required?</p> <p>Answer: EM on contract award or when you become listed, the certificates should be submitted within three months in the development phase</p> <p>Question: Do we not define the communication between the CIU and the meter and neither does</p>	

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		<p>the rest of the documents? Please confirm if it is acceptable that the supplier can freely choose.</p> <p>Answer: EM Yes it is acceptable, We haven't really defined that precisely because a CIU will probably move towards maybe mobile devices as your CIU. So, we have allowed you to bring what you have.</p> <p>Question: How local content will be evaluated as bidders generally input prices, will these prices still be considered?</p> <p>Answer: TM at this stage no prices need to be submitted. Items like SD&L and local content will then form part of contract negotiations. When we move to the second phase of the tendering process.</p> <p>Question: Will this be open only to the companies that were in stage one?</p> <p>Or open to other companies that have agreement with OEM's to sell the prequalified metres in the market</p> <p>Answer: SM the RFQ will only be for the companies that have passed stage one. And if in this process we don't find the maximum suppliers</p>	

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		<p>that we are looking for, we are still going to go out again.</p> <p>Question: Will you be needing any SIM cards, data, SIM cards in the tender in the sample box? is there any way that you would consider maybe a week or two extensions on the standard because it falls under the long weekend?</p> <p>Answer: TM Regarding the extension, there is internal process that needs to be followed. I will take it up with Governance and management. just be on the lookout of the Minutes should there be an extension, then it will also be posted on the tender portals.</p> <p>EM Yes, it is always important that you include the SIM card because it needs to be included for the unit to work 100%.</p> <p>Question: In the evaluation documentary we find you mentioned the test tool, which is based on the IDIS, but when we check the 049 the standard document in the Annexure, the event code and the OBIS Code is different from IDIS, so we want to confirm that the test tool is based on the IDIS or based on other 049 standard?</p>	

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		<p>The metre function mentioned have import, export tariff and for the load control which requirements like ACD have a lot of permits so we want to know for the test tool how you test this part, or you only test the IDIS's part?</p> <p>Answer: EM just ignore the Annexure of NRS049 and follow IDIS. Don't follow NRS 049. Please just stick to IDIS as it is in the subsequent publications of NRS 049 that we are working on. The Annexure will be removed completely, so we won't use that Annexure at all.</p> <p>Question: for the communication technologies in NRS 049 mentions LTE 3G, GPRS for the G1 interface. Will other modern technologies be accepted as well?</p> <p>Answer: EM Yes, this were mentioned 2016 version of NRS 049. Interoperability protocols should be followed.</p> <p>Question: can we ignore anything that's pricing and just put it in as not applicable?</p> <p>Answer: TM Yes, that's correct, or you don't have to complete the pricing.</p>	

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		<p>Question: is it possible to extend time for submitting the samples as some of us are getting the meters customized and manufactured from scratch?</p> <p>Answer: you must submit the samples with the rest of the RFP documents</p> <p>Question: will each product after qualifying be issued with TEAP certificate?</p> <p>Answer: We don't give a supplier a TEAP certificate. We list the metres internally and the list is available publicly.</p> <p>Question: for the STS attributes objects in table 1 of 240-126910106, it is defined as class 116, but STS 201-2 has it defined as class 32738, please clarify.</p> <p>Answer: EM Let me clarify that I will just check, and I respond in writing on that one. I need to check my documents.</p> <p>Question: should there be a need for you to request an exemption please from the DTIC?</p>	

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		Answer: give us that letter that confirms that you are being exempted, but I without that, then you have to you oblige to comply.	
5.	General N.B. Tender closing date extended to 30 April 2024		

Signed as a correct record:

Chairman

02/04/2024

Date

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