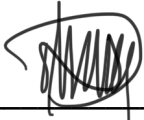


SUBJECT	Minutes of Compulsory Tender Clarification Meeting		
TENDER NUMBER	TNPA/2023/09/0013/41555/RFP		
TITLE	FOR THE REFURBISHMENT OF 06 TOULON ROAD BUILDING AT BAYHEAD PRECINCT IN THE PORT OF DURBAN FOR A PERIOD OF SIX (6) MONTHS		
MEETING NO.	01		
VENUE	Durban, Queens Warehouse, Santa Maria Boardroom		
DATE	20 November 2023 at 10h00		
ATTENDEES	As per the attached Attendance Registers		
MINUTE	DESCRIPTION OF DISCUSSION	ACTION	DUE BY
1.	Opening: Welcome & Introductions		
1.1	Welcoming and thanks to all in attendance was done by Nondumiso Cele.		
2.	Safety Briefing		
2.1	Evacuation procedure was covered by the chairperson.		
3.	Background on Project & Background		
3.1	The project background was covered by the Project Manager. Refer to Presentation and WI for full details attached to these Minutes		
4.	Commercial		
4.1	<u>Communication</u> <ul style="list-style-type: none"> All communications general, commercial or technical to go via Procurement. 		
4.2	<ul style="list-style-type: none"> All queries will be communicated via a clarification register and will be issued to the attendees who attended this clarification meeting and posted on the NT Portal and Transnet Management Portal. 		
4.3	<ul style="list-style-type: none"> Last day for questions/clarifications – Five working days before the closing date. (27 November 2023, 16h00). 		
4.4	<u>Tendering Procedures</u> Tender closing date: 04 December 2023 at 16h00 via the new electronic tender submission system, the e-Tender Submission Portal No extensions will be permitted, and no late tenders will be considered. Stage One - Eligibility with regards to attendance at the compulsory clarification meeting:		

4.5	<p>Ensure your Compulsory Clarification Meeting Returnable is signed today and returned with your tender.</p> <p>Stage Two – CIDB 7GB Grading or Higher</p> <p>Stage Three – Functionality (minimum qualifying score for functionality is 60 points)</p> <p>Programme Evaluation: 10</p> <p>Management of CV's & Key Person: 20</p> <p>Quality Management: 10</p> <p>Environmental Management: 10</p> <p>Health & Safety Management:10</p> <p>Previous Experience: 20</p> <p>Approach Paper: 20</p> <p>The tenderer is required to submit all documents as stated in C.2.23 of the tender data and the tender offer will only be accepted if the tenderer complies with C3.13 of the tender data such as:</p> <ul style="list-style-type: none"> ✓ A valid Tax Clearance Certificate issued by the South African Revenue Services. Tenderers also to provide Transnet with a TCS PIN to verify Tenderers compliance status. ✓ A valid B-BBEE Certificate from a Verification Agency accredited by the South African Accreditation System [SANAS], or sworn affidavit confirming annual turnover and level of black ownership in case of all EMEs and QSEs with 51% black ownership or more together with the tender; ✓ A valid CIDB certificate in the correct designated grading. ✓ Proof of registration on the Central Supplier Database ✓ Letter of Good Standing with the Workmen's compensation fund by the tendering entity or separate Letters of Good Standing from all members of a newly constituted JV. <p><u>Contract Data</u></p> <ul style="list-style-type: none"> • NEC 3 ECC • Main Option B – Priced Contract with <i>Bill of Quantities</i> • Secondary Clauses <ul style="list-style-type: none"> o X2: Changes in the law o X7: Delay damages: R7,000.00 per day o X13: Performance Bond:5% of the total of the Prices (Incl. VAT) o X16: Retention: 10% on all payments certified o X18: Limitation of liability o Z: Additional conditions of contract <p>Tenderers are encouraged to engage with the local municipal district/wards business forums business entities within the immediate surroundings of the Site/ Working Area to maximise business opportunities.</p>		
5.	Technical Evaluation Schedules		

5.1	<p>Please refer to the attached presentation for the requirements for each evaluation schedule explained at the meeting. Any further clarifications required regarding these schedules, please e-mail your clarification for a formal response.</p> <p>-Programme Evaluation: 10 -Management of CV's & Key Person: 20 -Quality Management: 10 -Environmental Management: 10 -Health & Safety Management:10 -Previous Experience: 20 -Approach Paper: 20</p>		
6.	General	notes	
6.1	<p>Chairperson emphasised on the following:</p> <ul style="list-style-type: none"> • new closing date of the Tender • Signing of the clarification attendance register • Signing of the Tender clarification & site walk registers. 		
6.2	<p>Addendum #1 has been issued: new accelerated tender closing date accelerate to the 04 December 2023.</p> <p>Addendum #2 has been issued, Floor Plan and the Fence & Parking Bay layout Plan Annexures</p>		
6.3	<p><u>As per the Works Information</u></p> <p>The <i>Contractor</i> complies with the following hours of work for his people (including Sub-Contractors) employed on the Site:</p> <ul style="list-style-type: none"> • Monday to Friday: 07h00 to 17h00 <p>NB: Should the <i>Contractor</i> wish to deviate from the above working hours, a formal request shall be submitted to the <i>Project Manager</i> for approval two weeks prior to the start date of the deviation.</p>		
7.	QUESTION AND ANSWERS		
	Tenderers were asked to e-mail any further question to Nondumiso.Cele2@transnet.net .		
8.	CLOSING		
	<p>T2.2-01 Certificate of attendance at Compulsory Tender Clarification Meeting was signed.</p> <p>The meeting was closed, tenderers were taken to Site.</p>		

Compiled by:



Nondumiso Cele 21 November 2023

Procurement Officer

Transnet National Ports Authority

Reviewed and accepted by:



Sanelisiwe Shoji 22 November 2023

Project Manager

Transnet National Ports Authority