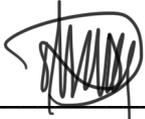


<b>SUBJECT</b>	Minutes of Compulsory Tender Clarification Meeting		
<b>TENDER NUMBER</b>	TNPA/2023/09/0013/41555/RFP		
<b>TITLE</b>	<b>FOR THE REFURBISHMENT OF 06 TOULON ROAD BUILDING AT BAYHEAD PRECINCT IN THE PORT OF DURBAN FOR A PERIOD OF SIX (6) MONTHS</b>		
<b>MEETING NO.</b>	01		
<b>VENUE</b>	Durban,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

<p>4.5</p> <p>4.6</p>	<p>Ensure your Compulsory Clarification Meeting Returnable is signed today and returned with your tender.</p> <p><b>Stage Two – CIDB 7GB Grading or Higher</b></p> <p><b>Stage Three – Functionality</b> (minimum qualifying score for functionality is <b>60 points</b>)</p> <p>Programme Evaluation: 10</p> <p>Management of CV's &amp; Key Person: 20</p> <p>Quality Management: 10</p> <p>Environmental Management: 10</p> <p>Health &amp; 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 <b>C.2.23 of the tender data</b> and the tender offer will only be accepted if the tenderer complies with <b>C3.13 of the tender data</b> such as:</p> <ul style="list-style-type: none"> <li>✓ A valid Tax Clearance Certificate issued by the South African Revenue Services. <b>Tenderers also to provide Transnet with a TCS PIN to verify Tenderers compliance status.</b></li> <li>✓ A <b>valid B-BBEE Certificate</b> from a Verification Agency accredited by the South African Accreditation System [<b>SANAS</b>], or <b>sworn affidavit</b> 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;</li> <li>✓ A valid CIDB certificate in the correct designated grading.</li> <li>✓ Proof of registration on the Central Supplier Database</li> <li>✓ 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.</li> </ul> <p><b><u>Contract Data</u></b></p> <ul style="list-style-type: none"> <li>• NEC 3 ECC</li> <li>• Main Option B – Priced Contract with <i>Bill of Quantities</i></li> <li>• Secondary Clauses <ul style="list-style-type: none"> <li>○ X2: Changes in the law</li> <li>○ X7: Delay damages: R7,000.00 per day</li> <li>○ X13: Performance Bond:5% of the total of the Prices (Incl. VAT)</li> <li>○ X16: Retention: 10% on all payments certified</li> <li>○ X18: Limitation of liability</li> <li>○ Z: Additional conditions of contract</li> </ul> </li> </ul> <p><b>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.</b></p>		
<p>5.</p>	<p><b>Technical Evaluation Schedules</b></p>		

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 &amp; Key Person: 20  -Quality Management: 10  -Environmental Management: 10  -Health &amp; Safety Management:10  -Previous Experience: 20  -Approach Paper: 20</p>		
6.	<b>General</b>	<b>notes</b>	
6.1	<p>Chairperson emphasised on the following:</p> <ul style="list-style-type: none"> <li>• new closing date of the Tender</li> <li>• Signing of the clarification attendance register</li> <li>• Signing of the Tender clarification &amp; site walk registers.</li> </ul>		
6.2	<p>Addendum #1 has been issued: new accelerated tender closing date accelerate to the <b>04 December 2023.</b></p> <p>Addendum #2 has been issued, Floor Plan and the Fence &amp; 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"> <li>• Monday to Friday: 07h00 to 17h00</li> </ul> <p><b>NB:</b> 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.	<b>QUESTION AND ANSWERS</b>		
	Tenderers were asked to e-mail any further question to <a href="mailto:Nondumiso.Cele2@transnet.net">Nondumiso.Cele2@transnet.net</a> .		
8.	<b>CLOSING</b>		
	<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:**



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**Nondumiso Cele** 21 November 2023

**Procurement Officer**

**Transnet National Ports Authority**

**Reviewed and accepted by:**



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**Sanelisiwe Shoji** 22 November 2023

**Project Manager**

**Transnet National Ports Authority**