



prasa

PASSENGER RAIL AGENCY
OF SOUTH AFRICA

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T +27 11 013 1667

MINUTES

BID DESCRIPTION: APPOINTMENT OF A TURNKEY SERVICE PROVIDER FOR THE DEMOLITION DETAILED DESIGN, CONSTRUCTION AND REINSTATEMENT OF THE ASSOCIATED PERWAY OF BOKSBURG HOSPITAL ROAD, RAIL OVER ROAD BRIDGE BETWEEN BOKSBURG AND BOKSBURG EAST STATION FOR A PERIOD OF 10 MONTHS.

1. OPENING AND WELCOME

The chairperson (Mr. Godfrey Phasha) opened the meeting, welcome all present and introduce the team from PRASA as follows:

- Ezekhaya Sojezi (SCM)
- Mr. Mduduzi Khumalo (PRASA Tech)
- Ms. Joan Mothibi (Metrorail Gauteng Perway)
- Mr. Leepo Sebolai (Metrorail Gauteng Perway)
- Mr. Madimetja Lebelo (Metrorail Gauteng Perway)

2. PURPOSE OF THE RFP

The Chairperson clarified and listed the purpose of the RFP as follows:

- ❖ To set out the rules of participation in the bid process referred to in this RFP.
- ❖ To disseminate information on the project contemplated in this RFP.
- ❖ To give guidance to bidders on the preparation of their RFP bid.
- ❖ To gather information from bidders that is verifiable and can be evaluated for the purposes of appointing a successful bidder.
- ❖ To enable PRASA to select a successful bidder that is
 - a) Technically qualified and meet the empowerment criteria described in this RFP;
 - b) Carry all the obligations of the contract.

3. BID TIMELINES

Bidders were requested to adhere to the timelines stipulated on Section 1 (Notice to Bidders) of the RFP document.

4. COMMUNICATION CHANNELS / QUERIES AND ENQUIRIES

Queries and enquiries should be sent to the following e-mail address:

godfrey.phasha@prasa.com and
metrorailgptenders2@prasa.com

~~"NB" – Bidders are encourage to visit National Treasury's website regularly as updates will be uploaded regularly, furthermore questions and answerers will also be uploaded.~~

Directors

L. Ramatlakane (Chairman), Adv. S. Sethene,
Adv. M. Motlogelwa, N. Makaepa, M. Mukhuba,
DK. Mohuba, N. Nokwe-Macamo, S. Luthuli
TN. Mpye

Group CEO
H. Emeran

Company Secretary
L. Mthayise

5. HOW TO ACCESS THE TENDER DOCUMENT

Bid documents may be downloaded directly from National Treasury's portal at www.etenders.gov.za

6. DELIVERY INSTRUCTION

Bid documents envelopes/box must be hand delivered to Shosholoza Meyl Junction and must be addressed as follows:

**THE SECRETARIAT / TENDER OFFICE
METRORAIL ADJUDICATION COMMITTEE
PASSENGER RAIL AGENCY OF SOUTH AFRICA
SHOSHOLOZA MEYL JUNCTION
6TH FLOOR
CNR LEYDS AN SIMMONS
BRAAMFONTEIN, JOHANNESBURG**

Note: bidders to make sure that they complete a submission register and are issued with a receipt to confirm their submission.

7. INSTRUCTION FOR COMPLETING THE RFP

All responses to the RFP must be submitted in two sealed envelopes/boxes as follows:

- **Volume 1 (Envelop1/Package 1 and Electronic copy)**
 - ❖ **Part A:** Mandatory Requirements Response
 - ❖ **Part B:** Technical or Functional Response (response to Scope of Work (SOW)).
- **Volume 2 (Envelope 2 / Package 2 and Electronic Copy)**
 - ❖ **Part C:** Financial Proposal and Specific Goals.

Bidders should ensure that volume 2 (financial proposal) is submitted in a separate envelop and not mixed with volume 1. Bidders who disclose their pricing and financial proposal in volume 1 may be disqualified.

8. SCOPE OF WORK (SOW)

Mr. Meshack Muzila was afforded an opportunity to present the Technical requirement of the Project.

Mr. Meshack Muzila (Gauteng Metrorail Perway) took the committee through the Scope of Work and detail Specification (Annexure 3). He also covered Section 2 of the bid document and elaborated more on the Technical Evaluation requirements.

It was also mentioned at the meeting that bidders who are interested to attend the SITE INSPECTION should follow GPS coordinates which will be published on the e-tender portal. This site inspection is not mandatory however, bidders are encouraged to visit the site so that they can familiarise themselves with the site requirements of the project.

The successful bidder(s) is/are expected to render the required services within the duration of the contract.

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9. EVALUATION CRITERIA (SECTION 2)

The Chairperson (Mr. Godfrey Phasha) explained that the bidder's submission will be evaluated in three stages during the evaluation process. Furthermore, he summarised the evaluation criteria as follows:

EVALUATION CRITERIA	WEIGHTING
Stage 1	Compliance
Stage 1A – Mandatory Requirements / Compliance	
Stage 1B – Other Compliance	
Stage 2 - Technical Mandatory Requirements	Technical/Functionality
Technical/Functional Requirements	Threshold of 80%
Stage 3	Price and Specific goals
Price	80/90
SPECIFIC GOALS	20/10
TOTAL	100

10. PRICING AND BOQ

The following was highlighted by the chairperson:

- Bidder(s) is/are required to submit responsive bid by completing all prices for items on the BOQ
- Bid prices should be inclusive of all cost such as travelling cost, transport cost, labour and security related costs.
- All bid prices should 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.

In closing bidders were reminded not to include their pricing or any of their financial proposal in volume 1.

11. SARS

Directors
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Adv. M. Motlogelwa, N. Makaepea, M. Mukhuba,
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- VAT – It is mandatory for a business to register for VAT as the estimated value of these projects exceed R1 000 000 (one million).
- TAX COMPLIANCE – all bidders must be tax compliant at the time of award. In case of a JV/Partnership, all parties must be compliant at the time of award. If one party is not compliant the bid will be disqualified.

12. STANDARD BIDDING DOCUMENT AND FORMS

All Standard Bidding Documents and Forms must be completed and submitted with the bid document. Incomplete tender document or forms may lead to bidders being disqualified.

13. CERTIFICATE OF INDENDENT DETERMINATION

Section 4(1)(b) (iii) of the Competition Act No 89 of 1998, as amended, prohibits an agreement between, or concerned 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. GENERAL QUESTION AND ANSWER

The following questions were raised and clarified during the briefing session:

Question(s)	From	Answer/Clarification
1. Which contract will be utilized for this project	Sameer Amod – Bigen Africa Services	PRASA bespoke contract for construction will be applicable for this project. A draft contract is part of the annexures.
2. Will PRASA evaluate and assess proposed subcontractor arrangement?	Sameer Amod – Bigen Africa Services	No, only the main bidder will be evaluated.
3. Will the bidders be afforded extension?	Sameer Amod – Bigen Africa Services	No, this is an urgent corridor recovery project, therefore no extension will be granted.

15. CLOSING

Briefing session adjourned at 11h45



APPROVED BY CHAIRPERSON
GODGREY PHASHA