

SITE BRIEFING MINUTES
iCLM DB 968/TPT

REQUEST FOR PROPOSAL ("RFP") FOR THE FOR THE PROVISION OF DESIGN, SUPPLY, DELIVERY, INSTALLATION, AND COMMISSIONING OF BIRD PROOFING SYSTEM FOR TRANSNET SOC LTD (REG.NO 1990/000900/30) OPERATING AS TRANSNET PORT TERMINALS (HEREINAFTER REFERRED TO AS "TPT") AT THE PORT OF DURBAN AGRI-PORT AND MAYDON WHARF TERMINAL FOR A PERIOD OF TWELVE (12) MONTHS.



Project Name:	REQUEST FOR PROPOSAL ("RFP") FOR THE FOR THE PROVISION OF DESIGN, SUPPLY, DELIVERY, INSTALLATION, AND COMMISSIONING OF BIRD PROOFING SYSTEM	
Meeting Venue:	OKOLWENI BOARDROOM - BBC	
Date and Time of Site briefing:	22 AUGUST 2025 @10h00	
Description	Action	Responsible person
Opening and welcome:	Ms. Qinisile Khuzwayo welcomed all attendees and thanked them for attending. She proceeded to introduce the Supply Chain Management (SCM) official and the technical representatives present at the briefing. Ms. Khuzwayo also conducted the safety briefing to ensure all attendees were aware of the necessary protocols for the site visit.	Qinisile Khuzwayo
Present:		
Name of evaluator:	Operational Division / Business Function	Present at the site meeting (Yes/No)
1. Qinisile Khuzwayo	TPT -SCM	Yes
2. Brian Venkatesan	TPT -PM	Yes
3. Khethiwe Ndlovu	TPT -SAFETY DEPARTMENT	Yes
4. Duduzile Sibiya	TPT -SD	Yes
Matters discussed or Issues noted		
Supply Chain Management process: Ms Khuzwayo stated the following <ul style="list-style-type: none"> - Attendance at this briefing session is mandatory, and the session is recorded for audit and compliance purposes . - Bidders are requested to remain for the entire duration of the briefing session as important information pertaining to the RFP will be presented. - An opportunity for Clarification questions will be provided after the briefing session. Any additional clarification questions hereafter will only be accepted by TPT until 15h00 on Thursday, 29 August 2025. 		

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- Responses to clarification questions will be loaded onto the e-tenders management portal and National Treasury.
- All communication subsequent to this briefing session must only be directed to Qinisile Khuzwayo Qinisile.Khuzwayo@transnet.net
- A copy of this presentation will be provided to all bidders whose attendance has been confirmed by Transnet and loaded onto the Transnet e-tenders portal and National Treasury
- Any addenda to the RFP or clarifications will be published on the Transnet etenders management. Bidders are required to check the Transnet website prior to finalizing their bid submissions for any changes or clarifications to the RFP.
- Transnet will not be held liable if Bidders do not receive the latest information regarding this RFP with the possible consequence of either being disadvantaged or disqualified as a result thereof.
- Bidders must ensure that their bids are uploaded timeously onto the system. As a general rule, if a bid is late, it will not be accepted for consideration. Instructions on creating a profile and submission of documents are further detailed in the RFP document.
- Any changes made to the scope of works, pricing data, or returnable documents before the closing date will be published on the Transnet website. It is the responsibility of the bidder to regularly check for updates and submit their bid in accordance with any issued addenda. Failure to tender based on the latest information may result in disqualification. Transnet will not be held liable for any information the bidder may have missed.
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Bidders were further taken through stages of evaluation.

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<p>Submission requirements:</p> <p>All Returnable Schedules (T2.2-01 to T2.2-28) must be fully completed, duly signed, and submitted with the tender with the inclusion of the documents required for each where they are .</p> <p>In addition, the following supporting documents must be included in the tender submission:</p> <ul style="list-style-type: none"> • A valid Tax PIN or Tax Clearance Certificate • A valid B-BBEE Certificate or a sworn affidavit (as applicable) • Proof of registration on the Central Supplier Database (CSD) <p>Tenderers must also submit a completed <i>Form of Offer and Acceptance</i> reflecting a tendered price that is fixed and firm for the full duration of the contract.</p> <p>SBD1 form</p> <p>it was communicated to bidders that a fully completed SBD1 form is essential, as it allows the SCM to perform all required compliance checks and verifications necessary for the proper evaluation and finalisation of the bid process.</p>	<p>Supplier Development</p> <p>Ms. Sibiya highlighted the annexures that must be completed in full and returned by bidders in order to be fully evaluated on Local Content. She stressed the importance of accuracy when responding to these sections, noting that based on lessons learned from previous tenders, some bidders had failed to complete them correctly and subsequently lost valuable points.</p> <p>The following documents are mandatory returnables:</p> <ul style="list-style-type: none"> • SBD 6.2 • Annexure C • Annexure D • Annexure E <p>Ms. Sibiya also clarified the applicable Preference Point System relevant to this tender is a 80/20:</p>
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**Preference Point System 80/20**

Specific Goal	Number of Points	Price
B-BBEE Level 1 or 2	5	
Black Owned EMEs or QSEs (51% BO)	5	
Local content and production	10	
Total	20	80

It was emphasized that the preference points system applicable to this tender is the 80/20 principle. However, in the event that all acceptable bids are received outside the prescribed threshold for the 80/20 system, Transnet will apply the 90/10 preference points system in line with the applicable regulations.

Additionally, a valid B-BBEE Certificate or Sworn Affidavit must be submitted for bidders to be fully evaluated on the other two points mentioned above.

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	<p>Discussion on Specification :</p> <p>PM discussed the following</p> <p><i>Section 2.2. Tender Document Works Information overview.</i></p> <ul style="list-style-type: none">• Removal of old birdproofing, design, supply, deliver, install and commission of new proofing• The use of a suitable system that may include physical barrier / object. A gel can be applied in areas where a physical barrier is impractical.• Must consider the gaps and small areas within the building that may be part of the building / process functions. (gaps in roller doors, trunking, beams, conveyor systems etc..)• Durable to withstand harsh corrosive environment (coastal). EEAM – Q – 008 std• Maintenance friendly design. Access to elevated birdproofing• Consider good aesthetics and functionality in the design• All design works to be signed off by an ECSA registered engineer, proficient in design, fabrication and construction in harsh coastal environments.• Ensure that during the works, that no birds are allowed to enter the area, and remain trapped once the birdproofing is installed.• Clean and Disinfect the targeted areas with suitable bio friendly products.• All birdproofing must not cause any harm to the birds• All material used to create birdproofing must not be a fire hazard, or cause interference to the water sprinklers for maintenance access.
	<p>Pricing Schedule Discussion</p> <p>Ms. Qinisile Khuzwayo informed the bidders that the pricing schedule may not be altered in any way, as any modifications will result in disqualification.</p> <p>She further emphasized that no future quotations or price adjustments will be accepted once the project has been awarded. All prices submitted must be fixed and firm for the entire duration of the contract, bidders were cautioned that failure to price all required items as per the schedule will also lead to disqualification, as this would prevent the evaluation committee from performing a fair and accurate "like-for-like" comparison across all submissions.</p>

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Questions and Answers – Bidder Clarification Session

1. Question: Do you have drawings available for the requested scope?

Answer (PM): The drawings are not updated and therefore cannot be shared. However, a site walkabout was conducted with bidders to provide a better understanding of the areas to be covered.

2. Question: The scope refers to the "ceiling of all areas" – does this imply fencing or only covering the open areas?

Answer (PM): Bidders were informed that the walkabout would address this matter. They were taken to the site to assess the required covering for each shed. The site visit was conducted as planned, and no further questions were raised thereafter.

3. Question: The requirement for Management & CVs of Key Personnel includes a registered civil engineer with bird proofing experience. Bidders noted that this is difficult, as civil engineering and bird proofing are different specializations.

Answer (PM): All design work must be signed off by a professionally registered engineer with ECSA. However, the experience related to bird proofing may be demonstrated by a different individual and does not necessarily have to be the same engineer responsible for certifying the structural design.

4. Question: Does Transnet require a PR Engineer, or is a PR Technician also acceptable

Answer (PM): Both acceptable.

5. Question: Is the 10-year warranty inclusive of the Eco-Gel?

Answer (PM): No, the 10-year warranty applies to the structure only, not the Eco-Gel.

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	<p>6. Question: What are the specifications regarding the warranty – for example, does it require galvanizing?</p> <p>Answer (PM): The scope and specifications are detailed in the tender documents.</p> <p>7. Question: What level of cleaning is required for the project?</p> <p>Answer (PM): High-pressure cleaning is acceptable, and bidders are expected to use chemicals. The choice of cleaning methods and chemicals is at the bidder's discretion. However, all areas must be thoroughly cleaned and completely free of bird waste and droppings.</p> <p>8. Question: How old is the current bird-proofing system in place?</p> <p>Answer (PM): The existing system is approximately 10–15 years old.</p>
	<p>Submission Deadline</p> <p>Ms. Qinisile Khuzwayo highlighted that the closing date for bid submissions is 09 September 2025 at 12h00. Bidders were strongly encouraged to submit their bids at least one to two days prior to the closing date to avoid any potential network or system-related challenges.</p> <p>Early submission also allows the Supply Chain Management (SCM) team sufficient time to provide support should bidders encounter any technical difficulties during the submission process. All bidders indicated their acknowledgement of the deadline and expressed no concerns regarding the submission timeline</p>
	<p>Site Visit Summary</p> <p>During the site visit, the following three areas were identified by the Project Manager as being excluded from the scope of work. All bidders were duly informed of these changes:</p> <ul style="list-style-type: none"> • 1.4 MWF MH Workshop • 1.11 Electrical Workshop • 1.10 Boiler Workshop

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	<p>Ms. Khuzwayo emphasized that it is the responsibility of each bidder to stay informed of any amendments prior to submission. Transnet will not be held liable for any missed addendums. Furthermore, any bidder who submits pricing based on the original (unamended) pricing schedule will be disqualified.</p> <p>A revised Pricing schedule will be published on Transnet e-tenders management portal and National Treasury</p>
<p>Minutes complied by:</p> <p>Qinisile Khuzwayo Strategic Sourcing Specialist Date: 22 August 2025</p>	