

**Transnet Port Terminals**

an Operating Division of **TRANSNET SOC LTD**

[hereinafter referred to as **Transnet**]

[Registration No. 1990/000900/30]

Call for Applications to Participate in Siyathuthuka TPT Accelerator Programme**Application Form**

ISSUE DATE:	26 September 2025
CLOSING DATE:	24 October 2025
CLOSING TIME:	17h00
SUBMISSION TO:	Transnet e-tender submission portal

YOU ARE HEREBY INVITED TO APPLY TO THE SIYATHUTHUKA TPT ACCELERATOR PROGRAMME OF TRANSNET PORT TERMINAL, A DIVISION TRANSNET SOC LTD					
ISSUE DATE:	26 September 2025	CLOSING DATE:	24 October 2025	CLOSING TIME:	17h00
DESCRIPTION	Call for Applications to Participate in Transnet Port Terminal Siyathuthuka TPT Accelerator Programme				
DOCUMENTS SUBMISSION INSTRUCTIONS					
(please refer to part D for a detailed process on how to upload submissions): https://transnetetenders.azurewebsites.net					
APPLICATION FORM:					
CONTACT PERSON					
TELEPHONE NUMBER					
E-MAIL ADDRESS					
APPLICANT INFORMATION					
NAME OF APPLICANT (business name)					
POSTAL ADDRESS					
STREET ADDRESS					
TELEPHONE NUMBER	CODE		NUMBER		
CELLPHONE NUMBER					
E-MAIL ADDRESS					
VAT REGISTRATION NUMBER (if applicable)					
PERCENTAGE OF BLACK OWNERSHIP					
SIZE OF THE BUSINESS (tick applicable size)	EXEMPTED MICRO ENTERPRISE		QUALIFYING SMALL ENTERPRISE		
NATURE OF THE BUSINESS					
APPLICABLE PROGRAMME (tick applicable programme)	SUPPLIER DEVELOPMENT PROGRAMME (TPT Supplier)		ENTERPRISE DEVELOPMENT PROGRAMME (Not a TPT Supplier)		
IT IS A CONDITION OF THIS APPLICATION THAT THE TAX MATTERS OF THE SUCCESSFUL RESPONDENTS BE IN ORDER, OR THAT SATISFACTORY ARRANGEMENTS HAVE BEEN MADE WITH SOUTH AFRICAN REVENUE SERVICE (SARS) TO MEET THE RESPONDENTS TAX OBLIGATIONS.					
TCP PIN			CSD NO		
SUPPLIER COMPLIANCE STATUS (WITH CSD)	☐ Yes ☐ No		BBEEE STATUS LEVEL SWORN AFFIDAVIT		

Signature of the Applicant		Date:	
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Part A

Part B

1. TAX COMPLIANCE REQUIREMENTS

- 1.1 APPLICANTS MUST ENSURE COMPLIANCE WITH THEIR TAX OBLIGATIONS.
- 1.2 APPLICANTS ARE REQUIRED TO SUBMIT THEIR UNIQUE PERSONAL IDENTIFICATION NUMBER (PIN) ISSUED BY SARS TO ENABLE THE ORGAN OF STATE TO VERIFY THE TAXPAYER'S PROFILE AND TAX STATUS.
- 1.3 APPLICATION FOR TAX COMPLIANCE STATUS (TCS) PIN MAY BE MADE VIA E-FILING THROUGH THE SARS WEBSITE WWW.SARS.GOV.ZA.
- 1.4 APPLICANTS MAY ALSO SUBMIT A PRINTED TCS CERTIFICATE TOGETHER WITH THE BID.
- 1.5 IN BIDS WHERE UNINCORPORATED CONSORTIA / JOINT VENTURES / SUB-CONTRACTORS ARE INVOLVED, EACH PARTY MUST SUBMIT A SEPARATE TCS CERTIFICATE / PIN / CSD NUMBER.
- 1.6 WHERE NO TCS IS AVAILABLE BUT THE BIDDER IS REGISTERED ON THE CENTRAL SUPPLIER DATABASE (CSD), A CSD NUMBER MUST BE PROVIDED.
- 1.7 RESPONDENTS ARE REQUIRED TO SELF-REGISTER ON NATIONAL TREASURY'S CENTRAL SUPPLIER DATABASE (CSD) WHICH HAS BEEN ESTABLISHED TO CENTRALLY ADMINISTER SUPPLIER INFORMATION FOR ALL ORGANS OF STATE AND FACILITATE THE VERIFICATION OF CERTAIN KEY SUPPLIER INFORMATION. ONLY FOREIGN SUPPLIERS WITH NO LOCAL REGISTERED ENTITY NEED NOT REGISTER ON THE CSD. THE CSD CAN BE ACCESSED AT [HTTPS://SECURE.CSD.GOV.ZA/](https://secure.csd.gov.za/).

NB: FAILURE TO PROVIDE / OR COMPLY WITH ANY OF THE ABOVE PARTICULARS MAY RENDER THE APPLICATION INVALID

PART C:

RETURNABLE DOCUMENTS

Returnable Documents means all the documents, Sections and Annexures, as listed in the tables below. There are three types of returnable documents as indicated below and Respondents are urged to ensure that these documents are returned with their bids based on the consequences of non-submission as indicated below:

Mandatory Returnable Documents	<i>Failure to provide all these Mandatory Returnable Documents at the Closing Date and time of this RFP <u>will</u> result in a Respondent's disqualification.</i>
Returnable Documents Used for Scoring	<i>Failure to provide all Returnable Documents used for purposes of scoring a bid, by the closing date and time of this bid will not result in a Respondent's disqualification. However, APPLICANTS will receive an automatic score of zero for the applicable evaluation criterion.</i>
Essential Returnable Documents	<i>Failure to provide essential Returnable Documents <u>will</u> result in Transnet affording Respondents a further opportunity to submit by a set deadline. Should a Respondent thereafter fail to submit the requested documents, this may result in a Respondent's disqualification.</i>

All Returnable Sections, as indicated in the header and footer of the relevant pages, must be signed, stamped and dated by the Respondent.

a) Mandatory Returnable Documents

Respondents are required to submit with their bid submissions the following **Mandatory Returnable Documents**, and also to confirm submission of these documents by so indicating [Yes or No] in the tables below:

MANDATORY RETURNABLE DOCUMENTS	SUBMITTED [Yes/No]
At least 51% Black Owned Exempted Micro Enterprise (EME) or Qualifying Small Enterprise (QSE).	
A TPT Service Provider with a contract or Purchase Order (applicable for SD not ED).	
The service provider should be in operation for a minimum of three years in the sector of operation.	
The service provider's sector of operation must account for a minimum of 50% of their revenue.	
The service provider should have a minimum of 2 full time employees.	

b) Returnable Documents Used for Scoring

In addition to the requirements of section (a) above, Respondents are further required to submit with their Proposals the following **Returnable Documents Used for Scoring** and also to confirm submission of these documents by so indicating [Yes or No] in the table below:

<u>RETURNABLE DOCUMENTS USED FOR SCORING</u>	SUBMITTED [Yes or No]
Black ownership & B-BBEE Status: Valid BEE Affidavit	

<u>RETURNABLE DOCUMENTS USED FOR SCORING</u>	SUBMITTED [Yes or No]
Full-time employees Valid CVs of employees	
Revenue in Target Sector Valid 2 years financial statements	
Years in Operation Valid reference letter/s from client/s referring to work done at least three years ago	
Supplier must be registered and active on Transnet's Vendor Master Database (applicable for SD not ED). Valid Vendor Number on Company Letterhead	
B-BBEE DESIGNATED GROUPS: - B-BBEE Affidavit and/or - ID copy (3 months certified) for Youth. - Entity's Municipal/ESKOM bill or letter from Induna/chief confirming residential address not older than 3 months - Certified copy of ID Documents of the Owners and Doctor's note confirming the disability and/or Employment Equity Act 1(EEA1) form.	
TPT Commodity Alignment Company Profile & at least one Reference Letters from end-users	
TPT Critical Commodity Alignment Company Profile & at least one Reference Letters from end-users	
Industry Certification & Licensing Industry Certificates, Accreditation and/or Licenses	
Quality Management System (QMS) Illustration of QMS Process, QMS System, QMS certificate	
Project Management Capability Illustration of Project Management methodology, Examples of Previous Projects & References from Previous Projects	
Operational Capacity Asset Register, Fleet Register, list of systems used by business.	
Operational Capacity Organogram & Staff CVs,	
Developmental Potential	

<u>RETURNABLE DOCUMENTS USED FOR SCORING</u>	SUBMITTED [Yes or No]
General Business Plan	
Location Suitability CIPC documents	
Business Infrastructure Pictures of business premises demonstrating infrastructure & lease agreement or proof of ownership, tools register, IT services contracts.	
Financial Health 3 years Annual Financial Statements	
Governance & Regulatory Compliance Company Policy documents, Company registrations documents, VAT registration, Tax Compliance Certificate, CSD registration.	

PART D:

APPLICATION SUBMISSION

Transnet has implemented a new electronic submission system, the e-Tender Submission Portal, in line with the overall Transnet digitalization strategy where suppliers can view advertised applications, register their information, log their intent to respond to bids and upload their bid proposals/responses on to the system.

a) The Transnet e-Tender Submission Portal can be accessed as follows:

a) Log on to the Transnet eTenders management platform website/ Portal (transnetetenders.azurewebsites.net)

b) Click on "ADVERTISED TENDERS" to view advertised tenders;

c) Click on "SIGN IN/REGISTER –to register new bidder information and ensure that all mandatory information is completed) OR;

d) to sign in if already registered;

e) Toggle (click to switch) the "Log an Intent" button to submit a bid;

f) Submit application documents by uploading them into the system against each tender selected.

g) Respondents are to submit application documents by uploading them onto the Transnet system against each tender selected. An applicant can upload 30mb per upload and multiple uploads are permitted.

h) Applicants should ensure that electronic application submissions are submitted at least a day before the closing date and bidders should not wait for the last hour before the deadline to submit. This is to enable them to timeously address issues which they may encounter due to internet speed, bandwidth or the size

of the number of uploads being submitted. Transnet will not be held liable for any challenges experienced by bidders as a result of their own technical challenges.

i) No late submissions will be accepted. The bidder guide can be found on the Transnet Portal transnetetenders.azurewebsites.net

j) Each company must register its own profile using its company details and use the corresponding registered profile to log an intent to bid as well as submitting any bid.

k) Transnet will not accept a application or will disqualify a bidder who submits a bid in the Transnet e-tender submission through another bidders'/Company's profile. In other words, each bidder must register the intent to bid and submit its bid through its own profile under the same company name that will eventually bid for the tender. No company shall submit a bid on behalf of another company regardless of the company being a subsidiary or holding company.

l) In case of a Joint Venture, any of the parties/companies to the Joint Venture may use its registered profile to submit a bid on behalf of the Joint Venture.

m) A detailed bidder guide can be found on the Transnet Portal transnetetenders.azurewebsites.net