



Meeting Minutes

Template Identifier**240-54076329****Rev****8****Effective Date****September 2022****Next review date****September 2025****Generation****Meeting Name:** Establishment and Operation of a PPE Distribution Facility at Komati Power Station.**Date:****Time:****Venue:****Meeting No:**

27 November 2025

10:00 – 12:00

EP Centre

MPKOM11498GX

Item	Subject & salient points	Decisions & Action items	Responsibility	Target date
1.	Opening: 1.1 Welcome 1.2 Apologies and quorum <ul style="list-style-type: none">- Cebisile Zulu- Anari Van Greuning- Sasavona Baloyi	Welcome all attendees.	Silindile Mseleku	
2.	Safety and Emergency Evacuation Procedure	Everyone was encouraged to be aware of their surroundings and should be aware of their emergency point.	Silindile Mseleku	

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3.	Declaration of Interest	No conflict of interest declared.	All	
4.	Verification of minutes of previous meeting/s	N/A	N/A	
5.1	Action items from previous minutes	N/A	All	
6.	Matters for approval	Nothing was shared.	All	
7.	Matters for information.	<ul style="list-style-type: none">- Commercial Process- Scope of Work- Technical Evaluation Criteria- Supplier Development & Localisation- SHEQ Returnable- Finance- BOQ- Questions and Answers- Site Visit	Eskom Team	

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8.	Companies Attended	1. Prime Corp 2. Pienaar Bros. 3. Maginindza Business Enterprise 4. Gatsha General Trading 5. Vikeleka Clothing Supplier 6. Dzimelela 7. Isenathi Investments 8. Hamisa Group 9. G Fox		
	QUESTIONS RAISED AT THE MEETING	ANSWERS GIVEN		
8.	1. An excel version of the BOQ was requested as it would make the submission easier.	It would be uploaded to the tender portal by COB of the clarification day. The BOQ was not loaded on the day as there were a few amendments to be done. BOQ to be uploaded.	Silindile Mseleku	

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	2. An addition of the minimum IT requirements for the VMI software was discussed.	The updated document with the updated requirements is now loaded. Bidders are encouraged to check the tender portal daily.		
	ADDITIONAL CLARIFICATIONS PROVIDED: <u>1. PPE Unit Pricing and Adjustments</u> The PPE unit pricing declared by bidders for the initial PPE stockholding will remain the unit pricing applicable to all additional PPE purchased during the first twelve (12) months of the contract. After the initial 12-month period, any further PPE purchases made through the facility will be subject to Consumer Price Adjustment (CPA). Bidders are to propose their CPA proportions. <u>2. Pricing Schedule Template – Personnel Costing Period</u> The Pricing Schedule template has been updated. The previous reference to a “60-month maximum” period for personnel costing has now been replaced with a fixed period of 60 months. Bidders are therefore not permitted to adjust this period either upwards or downwards and must price strictly for the fixed 60-month duration.			

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9.	ISSUES RAISED AFTER THE CLARIFICATION MEETING			
	1. Request for extension	<p>Extension has not been granted due to the following reasons:</p> <ul style="list-style-type: none"> There is no specific mention of how much is enough time from the requester. There are no additional IT requirements to be met except for just completing a check sheet which doesn't form part of technical evaluation. There is no additional scope of work added to the tender documents. 		
	2. I just require some clarity on the CPA allowances, as mentioned in the session there doesn't seem to be any allowances on the tender document. Kindly confirm if it is an expectation for all pricing to be fixed for the period of the contract, or if CPA allowances will be covered after the award of the contract. This is specifically for the PPE items.	<p>CPA will be applicable only to the PPE as follows:</p> <p>Base date – a month prior to the closing date</p> <p>Fixed portion – 15%</p> <p>PPE - Seifsa table D4 - 70%</p>		

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	I am aware that the labour requirements will not incur any CPA escalations as per Paul's comment during the session.	Transport - Seifsa table L 1B - 15% Total = 100%		
	<u>ADDENDUM</u> as of 04 December 2025 1. Addendum to scope of work and returnable. Suppliers are to fill in the form and send back at tender closing. 2. Excel Pricelist as requested at the clarification meeting. 3. RFB has been amended to include the updated pricelist.			

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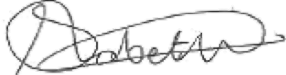
Generation

Signed as a correct record:

Minutes of the Meeting compiled by: Ms. Silindile Mseleku

Date: 04/12/2025 Signatures: 

Project Manager: Mr. Sandile Thabethe

Date: 04/12/2025 Signature: 

Disclosure classification: **Public**