

CLARIFICATION no.1

COMPULSORY CLARIFICATION MEETING HELD ON MONDAY 14 SEPTEMBER 2026

CONSULTING ENGINEERING SERVICE FOR ROUTINE ROAD MAINTENANCE

NORTHERN CAPE PROVINCE – NRA 2026/0167(E)

Contract Number	Project Description	District and Local Municipality
N.012-057-2026/1F	CONSULTING ENGINEERING SERVICES FOR THE ROUTINE ROAD MAINTENANCE OF NATIONAL ROUTE 12 SECTIONS 5 TO 7 FROM THREE SISTERS (KM 0.00) TO PRETORIUS BAKEN (KM 55.49)	Emthanjeni and Ubuntu Local municipalities; Pixley ka Seme District municipality
N.014-013-2026/1F	CONSULTING ENGINEERING SERVICES FOR THE ROUTINE ROAD MAINTENANCE OF NATIONAL ROUTE 14 SECTIONS 1 TO 2 FROM HOLTE/HUNITES (KM 81.22) TO KAKAMAS (KM 129.43), NATIONAL ROUTE R358 SECTION 3 FROM POFADDER (KM 0.00) TO ONSEEPKANS BORDERPOST (KM 49.36) AND NATIONAL ROUTE R359 SECTION 1 FROM AUGRABIES FALLS (KM 0.00) TO ALHEIT (KM 26.27)	Khâi-Ma and Kai !Garieb Local Municipalities ; Namakwa and ZF Mgcawu District Municipalities
X.005-136-2026/1F	CONSULTING ENGINEERING SERVICES FOR THE ROUTINE ROAD MAINTENANCE OF NATIONAL ROUTE N1 SECTIONS 11 TO 13 FROM FLAAUWE KOP (KM 36.78) TO STOCKENSTROM (KM 0.17), NATIONAL ROUTE N9 SECTION 7 FROM TWEEFONTEIN (KM 26.66) TO COLESBERG (KM 94.33), NATIONAL ROUTE N10 SECTION 5 FROM KOPPIESKRAAL (KM 6.34) TO ELANDSHEUWEL (KM 31.32), NATIONAL ROUTE R58 SECTION 1 FROM COLESBERG (KM 0.00) TO NORVALSPONT (KM 36.95), NATIONAL ROUTE R701 SECTION 1 NORVALSPONT (KM 0.00) TO NC/FS BORDER (KM 1.84)	Umsobomvu Local municipality ; Pixley ka Seme District municipality
X.005-137-2026/1F	CONSULTING ENGINEERING SERVICES FOR THE ROUTINE ROAD MAINTENANCE OF NATIONAL ROUTE N1 SECTION 9 TO 11 FROM SCHIETKUIL (KM 45.09) TO FLAAUWE KOP (KM 36.78)	Emthanjeni and Ubuntu Local municipalities ; Pixley ka Seme District municipality

**PROCUREMENT OFFICE
 SANRAL WESTERN REGION**

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Directors: Mr P Phili (Chairperson), Dr I Vadi, Ms O Motsoai, Ms R Buthelezi, Ms R Blaauw, Mr J Motsatsing, Mr M Fakir, Mrs L Memeza (ACEO) | Company Secretary: Advocate S Linda

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BRIEFING SESSIION MINUTES

1. OPENING AND WELCOMING

The Procurement Officer welcomed attendees and confirmed that the compulsory tender briefing session commenced at 10:00. Attendees were requested to mute their microphones and record their company name, representative name, e-mail address and contact number in the Microsoft Teams chat. The chat registration was used because an online attendance register was not available, and registration closed at 10:15.

The purpose of the session was to brief prospective tenderers on the procurement, compliance and technical requirements applicable to the Northern Cape Routine Road Maintenance consulting engineering tenders, and to provide an opportunity for clarification questions.

2. CONTENTS OF SCM BRIEFING

The presentation covered the tender notice and invitation to tender, composition of the tender document, conditions of tender, submission requirements, returnable schedules, evaluation process, tender submission guidance, pricing schedules, contract data, scope of works, personnel requirements and project-specific technical information.

2.1 Northern Cape Province -NRA 2026/0167(E) consist of the following projects:

- N.012-057-2026/1F
- N.014-013-2026/1F
- X.005-136-2026/1F
- X.005-137-2026/1F

3. TENDER NOTICE AND INVITATION TO TENDER

The tenders were advertised on Friday, 4 September 2026 and were published at no cost on the National Treasury eTender portal and the SANRAL website. The tender closing date is Monday, 5 October 2026 at 12:00. Submissions must be deposited at the SANRAL Western Region Office, 1 Havrey Street, Oakdale, Bellville. Tenderers were reminded to allow sufficient time for access control and reception registration before depositing submissions in the tender box.

All clarification queries must be submitted in writing to ProcurementWR7@sanral.co.za. No telephonic enquiries will be accepted. Clarification queries, including matters relating to the Bill of Quantities, will not be responded to if received after Thursday, 24 September 2026.

4. COMPOSITION OF THE TENDER DOCUMENT

Tender Document

- Book 1: Tendering procedures and returnable schedules in PDF format.
- Book 2: Agreements and contract data in PDF format.
- Book 3: Pricing data, scope of work, site information and annexures in PDF format.

Returnable Schedules

- Separate returnable schedules are provided in the formats stated in the list of returnables.
- B forms cover the technical submission and are submitted as one set for the applicable tender selection.
- Project-specific pricing schedules must be completed in the issued spreadsheet format and submitted with the prescribed signed documents.

5. CONDITIONS OF TENDER

T1.2 Tender Data

- Only tenderers satisfying the eligibility criteria may submit responsive tenders.
- Alternative tender offers will not be considered.
- A responsive tender must conform to the terms, conditions and specifications without material deviation or qualification.
- The tender must be submitted on time and include a fully completed and signed Form of Offer.
- Tenderers must follow the signature, completion, commissioning and supporting-document requirements stated on each returnable form.

6. SUBMISSION REQUIREMENTS

- Submit printed and bound hard-copy tender documents together with a clearly labelled flash drive.
- Clearly and correctly label every envelope with the applicable tender or bid number and ensure that the project number and description correspond with the enclosed submission.
- Where a courier is used, delivery must occur before the closing time and the courier must register the tenderer's company name, not the courier company name.
- Complete and sign all required A, B and C forms and attach the prescribed evidence. Failure to comply may render the submission non-responsive.
- Initial pages only where a returnable document or tender instruction specifically requires initialling.

7. RETURNABLE SCHEDULES

The list of returnable schedules must be used as the controlling checklist for the documents to be submitted, their required formats and signature requirements. Tenderers were instructed to read each form carefully and provide all supporting documents required by that form.

The presenter confirmed that signatures on returnable forms constitute declarations regarding the accuracy and correctness of the information submitted. Where commissioning is required, the prescribed signatories must sign on the same date.

8. EVALUATION PROCESS

Personnel Requirements

The Contract Engineer is the key person and must be a permanent employee of the tendering entity. Tenderers must submit the prescribed B1 and B2 forms, a signed curriculum vitae and proof of permanent employment. The Contract Engineer must be professionally registered as a Pr Eng or Pr Tech Eng and have at least ten years of relevant experience.

The tenderer must be registered on the National Treasury Central Supplier Database

The tenderer and each member of a joint venture must be registered on the National Treasury Central Supplier Database and submit the prescribed information. A valid Letter of Good Standing issued in accordance with the compensation for occupational injuries requirements is also mandatory.

Quality Functionality Criteria

Functionality is evaluated out of 100 points and a minimum threshold of 70 points is required to proceed. The allocation presented was technical experience, 30 points; management ability on comparable projects, 15 points; appropriateness to the size and nature of the work through Form C2.4, 30 points; quality assurance, 10 points; and past performance through Form B6, 15 points.

Financial Evaluation

Price and preference will be evaluated using either the 90/10 system for bids above R50 million or the 80/20 system for bids up to R50 million, inclusive of applicable taxes.

Tenderer's B-BBEE Verification Certificate

Tenderers must provide a valid B-BBEE certificate or qualifying sworn affidavit meeting the tender requirements for the allocation of preference points.

9. SCOPE OF WORKS

The Engineering presentation covered the letting, management, administration, monitoring and supervision of the Routine Road Maintenance contracts. Each works contract is planned for a 54-month construction period.

PART T2 Technical Submission Spreadsheet Guidance

- Only one set of B forms is required, with tenderers selecting the projects for which they are submitting tenders.
- Tenderers are encouraged to nominate an alternative Contract Engineer because a Contract Engineer is limited to six SANRAL RRM contracts nationally.
- Form B6 proof may include a CIDB performance report, a reference letter with a rating, an interim past-performance certificate or an affidavit where the company has no previous experience.
- Only the editable cells in the pricing schedule must be completed, including the company name and Contract Engineer details.

PART C1.2 Contract Data

- A minimum of 30% of the contract must be subcontracted to targeted enterprises. Use of targeted enterprises based in the project province is encouraged but not compulsory.
- The 30% requirement applies to the contract overall, including where more than one targeted enterprise is appointed.
- Professional indemnity insurance of R20 million, public liability insurance of R10 million and third-party insurance of R20 million are required.
- Services must commence within eight calendar days after the contract becomes effective, while commencement of the supervision phase will be confirmed at the handover meeting.
- Proof of permanent employment for the Contract Engineer must cover the three months before tender closing. Salary amounts may be redacted, but the remaining prescribed employment and statutory-payment evidence must be visible.

PART C2.2: PRICING SCHEDULE

- Normalised hours for the Engineer must be entered in the applicable spreadsheet tab and will flow through to the relevant pricing items.
- Fixed hourly rates apply to additional-duty personnel categories A to D.
- A provisional sum has been included for emergency works.
- The standard site-staff overhead factor is 1.2, representing a 20% mark-up for the Route Manager and Assistant Route Managers, excluding the trainee student and Project Liaison Officer.

PART C3 SCOPE OF WORKS

The N14 contract initially comprises the N14 route. The R358 and R359 are identified as potential future additions once the routes have been formally declared or transferred and incorporated through the prescribed variation and handover process.

C3.1 GENERAL REQUIREMENTS

- Normalised-hour fees are apportioned as 15% for detailed assessment, 83% for administration and monitoring, and 2% for close-out.
- Indicative works values presented were R100 million for the N12 project, R180 million for the N14 project including the anticipated R358 and R359 works, and R120 million each for X.005-136 and X.005-137.
- Appointment of service providers and works-contract handover were indicated for November 2026, with the road condition report planned for February 2027. Remaining programme dates will be confirmed.
- Tenderers must familiarise themselves with additions to the penalties and delays provisions.

C3.1.10 Personnel Requirements

The core personnel include the Contract Engineer, Assistant Contract Engineer where applicable, Route Manager, Assistant Route Managers and OHS specialist. The prescribed qualifications, registrations and experience requirements must be checked against the tender document. The Contract Engineer and Assistant Contract Engineer, where applicable, are limited to six RRM contracts with SANRAL.

C3.2 DETAILED ASSESSMENT PHASE: ROAD CONDITION REPORT

The service provider must undertake the prescribed visual condition surveys and submit the road condition report within one month after appointment. An environmental assessment is applicable to the N14 project because a potential future route includes a gravel section. Structures must be inspected at the intervals stated in the scope, including six-monthly inspections for newly constructed structures during the first two years.

C3.3 TENDER DOCUMENTATION

The appointed service provider will be responsible for compiling tender documentation and pricing schedules for replacement RRM works contracts and assisting with subcontract tender documentation where required.

C3.4 CLARIFICATION MEETING, TENDER PERIOD AND TENDER EVALUATION

Tenderers must examine all tender documents carefully and submit discrepancies or project-irrelevant information to ProcurementWR7@sanral.co.za. Formal responses, clarification minutes and amendments will be issued through the addendum process.

C3.5 ADMINISTRATION AND MONITORING OF THE WORKS CONTRACT

(d) Monthly Technical and Site Meetings

The appointed Contract Engineer must visit the site at least twice per month on separate occasions, excluding the contractor's annual shutdown period in December and January. One visit is for the technical meeting and inspection with the contractor and Route Manager, and the second is for the monthly site meeting and inspection with the contractor and SANRAL Project Manager. A one-page summary with photographic evidence is required for each visit, with penalties applicable for failure to submit the report.

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10. CLOSURE

The Procurement Officer thanked the presenters and attendees. Tenderers were reminded to ensure that their registration details had been captured in the meeting chat and to submit any further questions in writing. The meeting was formally closed after no further questions were raised.

Briefing Session: QUESTIONS AND ANSWERS

Question 1: Proof of permanent employment for the Contract Engineer

Answer: A signed letter confirming permanent employment and the prescribed supporting evidence must be submitted. Payslips ordinarily reflect individual deductions such as tax. Salary figures may be redacted, but the other information required to verify permanent employment must remain visible.

Question 2: Availability of the presentation

Answer: The Procurement Officer confirmed that the presentation would be shared with tenderers.

Question 3: Initialling of returnable and supporting documents

Answer: Tenderers do not need to initial every page unless a specific form or tender instruction requires initialling or signing. The list of returnables and the instructions on each document must be followed carefully.

Question 4: Application of the 30% targeted-enterprise requirement where more than one TE is used

Answer: The minimum 30% requirement applies to the contract in total and not separately to each targeted enterprise.

Question 5: Identification of the targeted enterprise at tender stage

Answer: The targeted enterprise does not need to be named at tender stage. The tenderer must indicate the proposed percentage in Form B7 and transfer it to the relevant contract-data form. Only the Contract Engineer and an alternative Contract Engineer, if proposed, are named at this stage.

Question 6: Normalised-hours benchmark and possible penalty

Answer: The normalized hours are used to determine the Workplan Appropriateness. There are 30 points out of the 100 for technical evaluation allocated and the document explains how the points are awarded.

Description of quality criteria	Maximum number of Tender evaluation points
Technical experience in comparable projects (B - Forms)	30
Management ability in comparable projects (B - Forms)	15
Workplan Appropriateness (WA) to the size and nature of the work (Form C2.4)	30
Quality assurance systems which ensure conformance to Employer's stated requirements (Form B4)	10
Past performance experience on reference projects (Form B6)	15
Total evaluation points for quality (M _s)	100

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The Workplan Appropriateness hours are entered on a spreadsheet to calculate the 80th percentile.

CALCULATION OF HOUR BENCHMARK AND WORKPLAN APPROPRIATENESS SCORE						
Number	Consultant	Tender Responsive	Sum Normalised Hours	Sum Normalised Hours Outliers Removed	WA Score Max= 35	ENTER HOURS TENDERED AS PER C2.4
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
Mean			0			
Standard Deviation			0			
Mean +50%			0			
Mean -50%			0			
Percentile		80%		0.00		
Points Drop per % above or below 80%			0.5			

The following steps are followed:

- 1) Calculate the mean of all compliant, responsive tenders, excluding those that did not submitted Form C2.4 and those that submitted a blank Form C2.4.
- 2) Determine 50% above and below the mean to determine the outliers.
- 3) Re-calculate the mean excluding any outliers identified above.
- 4) Determine the 80% percentile based on the tenderers of Sum ~~Normalised~~ Hours with Outliers Removed.
- 5) Allocate points (to all responsive tenders including outliers) out of 30 based on the percentage (%) difference between the tenderers ~~normalised~~ hours and the 80th percentile hours. Any negative values will score 0 (zero) points.
- 6) The formula used to calculate the points allocated to each compliant responsive tenderer is:

$$= \text{Workplan Appropriateness points } (30) - 100 * ((1 - \text{Tenderers hours} / 80 \text{ Percentile } \underline{\text{hours}}) * \text{Points drop per \% above or below 80 } \underline{\text{percentile}}(0,5))$$

Question 7: Forms referenced in the tender books but not included in the editable returnables

Answer: Tenderers must use the list of returnables to identify the documents, formats and signed copies required. SANRAL will also address the perceived inconsistencies through the formal questions and answers and addendum process.

The South African National Roads Agency SOC Limited
01 Havenga Street
Oakdale, Bellville
7530

ACKNOWLEDGEMENT OF CLARIFICATION NO. 1: BID NRA 0167 (E)

I _____

Representing _____

Hereby acknowledge that I have received the above clarification minutes and that I am conversant with the contents thereof.

Receipt of Clarification No.1 is hereby acknowledged. Please acknowledge all files received by ticking the appropriate box.

Tick (√)	Type Document	of Document Name
	(*pdf)	Minutes of clarification meeting
	(*pdf)	Specific details & questions
	(*pdf)	Scope of works Presentation:
	(*pdf)	SCM Presentation

SIGNATURE: _____

DATE: _____