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Airports Company South Africa Limited Reg No 1993/004149/06 VAT No 4930138393



MEETING NAME: TENDER FOR THE APPOINTMENT OF THE CONSULTANT FOR DESIGN OF A SECURITY BOUNDARY WALL AT NON-SCHEDULE AREA AT CHIEF DAWID STUURMAN INTERNATIONAL AIRPORT FOR A PERIOD OF 12 MONTHS WITH REFERENCE NO PEA7295/2023/RFP

MEETING CALLED BY: MOCHAKI MONYELA

VENUE: ACSA OFFICES, MAIN BOARDROOM, ACSA AEROPARK OFFICE BLOCK A, FIRST FLOOR, ALLISTER MILLER DRIVE, WALMER CHIEF DAWID STUURMAN INTERNATIONAL AIRPORT

DATE: Friday, 22 November 2024

TIME: 11:00 AM

Present:

Name & Surname	Role
Mochaki Monyela	Chairperson
Zuzokuhle Mbanjwa	Technical
Zanele Sabani	Technical
Claudia Daniels	Technical

Apologies:

Mandla Hadebe

Matsobane Teffo

MEETING MINUTES

ITEM	DISCUSSION POINT	DATE	WHO
	- Mochaki welcomed the attendees to the meeting and introductions were conducted - Mochaki Presented the commercial requirements of the Bid. - Zuzokuhle Mbanjwa presented the Scope of Work to bidders: - Zuzokuhle Mbanjwa and Mochaki presented the following information on the tender document: - o 6 stages of the evaluation process (Check if all the documents have been received, Mandatory Requirements, evaluate on functionality or the technical aspect of the bid, Evaluate price and Preference, Post tender negotiations (If applicable) & Security Vetting if deemed necessary). - o Submission instruction and tender timelines. emphasized that the closing date for submission of queries 29 November 2024 at (16H00PM) and the closing date for bid submission is 10 December 2024 (10H00 AM). No late submissions will be accepted. - o Bids to be submitted anytime within the due date, bid documents must be submitted using the following address below. Tender box:	Q	ALL

	ACSA Aeropark Office Block A, First floor, Allister Miller Drive, Walmer, Chief Dawid Stuurman International Airport, Gqeberha 6501 - Tenders may only be submitted on the tender documentation that is issued. - Should bidders not submit their bid submission at the set tender closing time and date (10 December 2024@ 10:00AM), their submission will be considered non-responsive. - Mochaki informed bidders that all queries must be directed to Mochaki.monyela@airports.co.za Question 1: In terms of the scope do you want us to provide you with the security solution? Answer 1: Yes, we would like you to recommend security solution as part of your design report. Question 2: The end-user asked if whether bidders wanted to be accompanied to the site of works even though co-ordinates are availed for them to access/explore the site at their given time? Answer 2: bidders opted for exploring the site at their own availability to do so. Question 3: Can a Principal Engineer be a Professional registered Technologist with similar experience to the requested Principal Engineer? Answer 3: No, the bid will only allow for a Professional Registered Engineer as Principal provided the stipulated experience. However, a Professional Technologist can be accepted as secondary personnel.		
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ACTIONS

<u>Description</u>	<u>Responsibility</u>	<u>Due date</u>
- Bidders to submit queries by	Bidders	29 November 2024 at (16H00PM)
- Bid submission by	Bidders	10 December 2024 at (10:00AM)

Conclusion

Meeting was closed at 12h00

MINUTES CONFIRMED AS A TRUE REFLECTION OF THE PROCEEDINGS

MLS Monyela



Mochaki Monyela (Chairperson)