

MINUTES OF THE BRIEFING SESSION

Tender Number: TPT/2025/10/0009/110230/RFP-ICLM HQ 1009 TPT – Waste Management Services

Date: 31 August 2026

Time: 10h00 – 12h00

Platform: Microsoft Teams

Chairperson: Nomathamsanqa Dlamini (Strategic Sourcing Specialist, TPT Head Office)

Welcome and Introductions

Ms. Nomathamsanqa Dlamini welcomed all attendees to the briefing session and advised that the meeting was being recorded for record-keeping purposes.

The following Transnet representatives introduced themselves:

- **Nomathamsanqa Tammara Dlamini** – Strategic Sourcing Specialist, TPT Head Office
- **Duduzile Sibiya** – Enterprise Development Specialist, TPT Head Office
- **Thantsi Pheta** – Supply Chain Management, TPT Head Office
- **Anthony Botha** – Environmental Specialist, TPT Head Office
- **Raymond van Rooyen** – Environmental Manager, TPT Head Office

Purpose and Background of the Tender

The Chairperson advised that Transnet Port Terminals (TPT) is seeking to appoint a service provider(s) to manage hazardous and general industrial waste across all TPT terminals nationally for a period of five (5) years.

The successful bidder(s) will be required to:

- Provide waste receptacles and skip containers.
- Collect, transport, treat and dispose of waste.
- Ensure compliance with applicable environmental and waste management legislation.
- Provide necessary labour, supervision, equipment and transport resources.

The services will be required at various TPT terminals, including:

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Directors: A Sangqu (Chairperson) R Buthelezi M Debel B Jiya L Letsoalo KG Mbonambi FS Mufamadi D Patel B Sedupane MP Zambane
M Phillips* (Group Chief Executive) N Maphumulo* (Group Chief Financial Officer)
*Executive

Group Company Secretary: Ms S Bopape

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- Richards Bay Dry Bulk and Multi-Purpose Terminals
- Durban Container Terminal Pier 1
- Durban Car Terminal
- Durban Multi-Purpose Terminal
- Agriport and Maydon Wharf
- Port Elizabeth Terminals
- East London Terminal
- Ngqura Container Terminal
- Cape Town Container and Multi-Purpose Terminals
- Saldanha Bay Terminals
- Lohatla Inland Terminal

The Chairperson further indicated that TPT reserves the right to make a split award across multiple regions or suppliers where deemed appropriate.

Tender Evaluation Methodology

The tender evaluation process was explained as follows:

Stage 1: Administrative and Substantive Responsiveness

Bidders will be assessed on:

- Submission of all mandatory returnable documents (*All eligibility documents and Pricing schedule*).
- Submission of completed pricing schedules.
- Compliance with stipulated eligibility requirements.
- Submission before the closing date and time.

Failure to submit mandatory documentation will result in disqualification.

Stage 2: Technical Evaluation

- Bidders will be evaluated against the technical criteria contained in the RFP documentation.
- A minimum threshold of **70 points** must be achieved to progress to the next stage.

Stage 3: Price and Specific Goals Evaluation

Evaluation will be conducted in accordance with the Preferential Procurement Regulations:

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- ## Stage 4: Post-Tender Negotiations

- Commercial aspects.
- Contractual matters.
- Pricing.
- Other matters deemed necessary by Transnet.

- Successful bidders will be awarded contracts.
- Contracts will be handed over to Contract Management for administration during the five-year contract period.

- Completed pricing schedules.
- Technical eligibility documentation.
- All mandatory returnable schedules.
- Valid statutory and compliance certificates.

Mr. Botha provided a detailed overview of the technical scope of work.

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Key Requirements

The appointed contractor shall:

- Provide waste management services for five years.
- Supply skips and waste receptacles.
- Remove, transport and dispose of waste.
- Comply with NEMA, the Waste Act and all applicable legislation.
- Provide competent labour, supervision and equipment.

Reference Letters

Bidders are required to submit reference letters that include:

- Client details.
- Contract value.
- Contract duration.
- Description of waste management activities performed.

References must relate to services rendered within the past seven years.

Mandatory Technical Requirements

Bidders must submit:

TNPA Waste Disposal Service Licence

Either:

- A valid TNPA Waste Disposal Service Licence; or
- Proof of a finalised application submitted to TNPA.

Written confirmation from TNPA confirming no outstanding information is required must also be submitted.

Waste Management Licence

A valid Waste Management Licence (WML) must be submitted.

Where bidders utilise third-party disposal facilities, signed agreements with the licensed facilities must be provided.

Vehicles and Transport Requirements

Requirements include:

- Roadworthy certificates.

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- Operator cards.
- Dangerous Goods permits.
- Vehicle licensing documentation.
- Driver PDP Dangerous Goods permits.

Where leased vehicles are utilised, valid lease agreements must be provided.

Insurance Requirements

Successful bidders must provide:

- Public Liability Insurance.
- Minimum cover of R100 million per incident.
- Proof of insurance or letter of intent from an insurer.

Skip Containers

Bidders must have access to sufficient leak-proof skips and receptacles to fulfil the contractual obligations upon award.

SHEQ and Environmental Management Requirements

Bidders were requested to submit the following:

- Emergency Response Procedures.
- Business Continuity Plans.
- Environmental Management System (EMS) documentation or ISO 14001 certification.
- Occupational Health and Safety Management System documentation or ISO 45001 certification.
- Waste manifest templates.
- Waste accounting and reporting system information.

Waste Streams and Terminal Requirements

Mr. Botha presented the waste profiles and estimated volumes at each terminal.

Waste streams include, amongst others:

- Oil contaminated waste.
- Fluorescent tubes.
- General waste.
- Contaminated cargo sweepings.

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- Dunnage wood.
- Oil filters.
- Asbestos waste.
- Wastewater treatment sludge.
- Anti-freeze coolant.
- Garden waste.
- Galley waste.
- Conveyor belting waste.
- Rubble and construction waste.

Terminal-specific waste analysis, estimated volumes, receptacle sizes and collection frequencies are detailed in the waste needs analysis and pricing schedules.

Questions and Clarifications

- Safety Data Sheets (SDS)

Question: Will TPT provide the SDSs for the waste streams?

Response: Bidders were requested to submit formal requests through the SCM representative, and the information would be provided.

- SAWIS Registration Requirement

Question raised by: Vele Gumbi

Concern was raised regarding the requirement for SAWIS registration, as waste transporters are reportedly not regulated through SAWIS.

Response:

- TPT acknowledged the concern.
- The matter will be reviewed by the technical team.
- Formal clarification will be issued in writing.

Waste Storage Registration Requirement

Question: Whether waste storage registration is mandatory.

Response:

- Registration is required where a bidder intends storing waste before final disposal.
- If waste is transported directly to an approved disposal facility, storage registration may not be applicable.

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- Final clarification will be provided in writing.

Supplier Development Presentation

Presented by:

Duduzile Sibiya – Enterprise Development Specialist

The Supplier Development presentation focused on Specific Goals and B-BBEE requirements.

Specific Goals Allocation

Under the 90/10 preference point system:

Criteria	Points
Level 1 or Level 2 B-BBEE Contributor	5
EME/QSE with minimum 51% Black Ownership	5
Total Specific Goal Points	10

Acceptable proof includes:

- Valid B-BBEE Certificate.
- Sworn Affidavit.
- CIPC Certificate.
- JV Consolidated Scorecard (where applicable).

Common B-BBEE Documentation Errors

Bidders were cautioned against:

- Incomplete affidavits.
- Missing deponent details.
- Missing dates.
- Mismatching affidavit dates.
- Failure to tick the applicable B-BBEE contributor category.
- Unstamped affidavits.

Such errors may result in the bidder scoring zero points for specific goals.

Joint Venture Requirements

For Joint Ventures, bidders must submit:

- Signed JV Agreement.

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- Project-specific Consolidated B-BBEE Scorecard.

Separate B-BBEE certificates for JV partners will not be accepted.

Closing Remarks

The Chairperson thanked all attendees for participating in the briefing session and confirmed that:

- The presentation slides would be shared with all attendees.
- Technical clarifications and responses to outstanding queries would be circulated to all bidders.
- All future communication relating to the tender must be directed through the SCM representative.

The meeting was adjourned

Action Items

No.	Action	Responsible Person	Due Date
1	Circulate briefing presentation to attendees	Nomathamsanqa Dlamini	As soon as possible
2	Provide SDSs upon receipt of formal requests	Anthony Botha / SCM	01 September 2026
3	Review and formally clarify SAWIS registration requirement	Anthony Botha & Technical Team	Via clarification process - Addressed
4	Clarify waste storage registration requirement	Anthony Botha & Technical Team	Via clarification process - Addressed
5	Circulate written responses to all attendees	Nomathamsanqa Dlamini	Upon receipt from Technical Team

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