



TRANSNET NATIONAL PORTS AUTHORITY (TNPA)

Tender Number: TNPA/2024/07/0022/72284/RFQ

Description of the Works: PROVISION OF TOPOGRAPHIC SURVEY SERVICES FOR A PERIOD OF SIX (6) MONTHS TO SUPPORT THE UPGRADE OF ROADS AND SERVICES AT THE PORT OF CAPE TOWN AS REQUIRED BY TRANSNET NATIONAL PORTS AUTHORITY.

SUBJECT		Minutes of Tender Clarification Meeting	
TENDER NO.		TNPA/2024/07/0022/72284/RFQ	
TITLE		FOR THE: PROVISION OF TOPOGRAPHIC SURVEY SERVICES FOR A PERIOD OF SIX (6) MONTHS TO SUPPORT THE UPGRADE OF ROADS AND SERVICES AT THE PORT OF CAPE TOWN AS REQUIRED BY TRANSNET NATIONAL PORTS AUTHORITY.	
MEETING NO.		001	
VENUE		PROCUREMENT BOARDROOM, HR & PROCUREMENT BUILDING, SOUTH ARM ROAD, PORT OF CAPE TOWN 8001	
DATE		Tuesday, 10 September 2024 at 11:30 am	
ADDITIONAL DISTRIBUTION		T2.2-01: Certificate of Attendance at Tender Clarification Meeting	
MINUTE	DESCRIPTION OF DISCUSSION		ACTION
1	OPENING		
1.1	Welcome & Introductions - Everybody was welcomed by Olwethu Namba and briefly gave introduction of the project at hand.		Olwethu
1.2	The attendance register was completed by all present at the briefing.		All
2	COMMUNICATION		
2.1	Bidders may only communicate with Olwethu Namba for this project until the tender closes. Lerato Dibodu and the technical team will address all technical issues and queries through Olwethu Namba via email – Olwethu.Namba@transnet.net		All
3	EVALUATION		
3.1	Stage One - Eligibility with regards to attendance at the compulsory clarification meeting: Step One: Test for Administrative Responsiveness		Bidders
	Administrative responsiveness check	RFQ Reference	
	• Whether the Bid has been lodged on time		
	• Whether all Returnable Documents and/or schedules [where applicable] were completed and returned by the closing date and time	Part T2	
	• Verify the validity of all returnable documents	Part T2	

TRANSNET NATIONAL PORTS AUTHORITY (TNPA)

Tender Number: TNPA/2024/07/0022/72284/RFQ

Description of the Works: PROVISION OF TOPOGRAPHIC SURVEY SERVICES FOR A PERIOD OF SIX (6) MONTHS TO SUPPORT THE UPGRADE OF ROADS AND SERVICES AT THE PORT OF CAPE TOWN AS REQUIRED BY TRANSNET NATIONAL PORTS AUTHORITY.

MINUTE	DESCRIPTION OF DISCUSSION		ACTION										
	Verify if the Bid document has been duly signed by the authorised respondent	<i>All sections</i>											
	Step Two: Test For Substantive Responsiveness To RFQ The test for substantive responsiveness to this RFQ will include the following:												
	<table><tr><th>Check for substantive responsiveness</th><th>RFQ Reference</th></tr><tr><td> - Whether any general and legislation qualification criteria set by Transnet, have been met. </td><td><i>All sections</i></td></tr><tr><td> - Whether the Bid contains a priced offer </td><td><i>C2.2 Pricing Schedule</i></td></tr><tr><td> - Whether the Bid materially complies with the scope and/or specification given </td><td><i>Part C3</i></td></tr><tr><td> - Whether any Technical Pre-qualification Criteria/minimum requirements/legal requirements have been met as follows: T2.2-01 Certificate of Attendance at Tender Clarification Meeting </td><td><i>T2.2-01</i></td></tr></table>	Check for substantive responsiveness		RFQ Reference	Whether any general and legislation qualification criteria set by Transnet, have been met.	<i>All sections</i>	Whether the Bid contains a priced offer	<i>C2.2 Pricing Schedule</i>	Whether the Bid materially complies with the scope and/or specification given	<i>Part C3</i>	Whether any Technical Pre-qualification Criteria/minimum requirements/legal requirements have been met as follows: T2.2-01 Certificate of Attendance at Tender Clarification Meeting	<i>T2.2-01</i>	
	Check for substantive responsiveness	RFQ Reference											
	Whether any general and legislation qualification criteria set by Transnet, have been met.	<i>All sections</i>											
	Whether the Bid contains a priced offer	<i>C2.2 Pricing Schedule</i>											
	Whether the Bid materially complies with the scope and/or specification given	<i>Part C3</i>											
Whether any Technical Pre-qualification Criteria/minimum requirements/legal requirements have been met as follows: T2.2-01 Certificate of Attendance at Tender Clarification Meeting	<i>T2.2-01</i>												
<i>Any tenderer that fails to meet the stipulated eligibility criteria will be regarded as an unacceptable tender.</i>													
3.3	Stage Three - Functionality: Only those tenderers who obtain the minimum qualifying score for functionality will be evaluated further in terms of price and the applicable preference point system. The minimum qualifying for score for functionality is 60.00 points . Any tenderer that fails to meet the stipulated Functionality criteria will be regarded as an unacceptable tender. Stage Four – Functionality (Technical Evaluation) - T2.2-02 Programme - 15 Points - T2.2-03 Project Organogram, Management & CVs of Key Persons - 30 Points - T2.2-04 Quality Management - 5 Points		Bidders										

TRANSNET NATIONAL PORTS AUTHORITY (TNPA)**Tender Number:** TNPA/2024/07/0022/72284/RFQ**Description of the Works:** PROVISION OF TOPOGRAPHIC SURVEY SERVICES FOR A PERIOD OF SIX (6) MONTHS TO SUPPORT THE UPGRADE OF ROADS AND SERVICES AT THE PORT OF CAPE TOWN AS REQUIRED BY TRANSNET NATIONAL PORTS AUTHORITY.

MINUTE	DESCRIPTION OF DISCUSSION	ACTION
	• T2.2-05 Health and Safety Requirements - 10 Points • T2.2-06 Previous Experience - 20 Points • T2.2-07 Method Statement - 20 Points Minimum qualifying score is 60.00 Points . Any tenderer that fails to obtain the minimum qualifying score for functionality will be regarded as unacceptable tenderer.	
3.4	The tenderer is required to submit with his tender: 1. A valid Tax Clearance Certificate issued by the South African Revenue Services. Tenderers also to provide Transnet with a TCS PIN to verify Tenderers compliance status. 2. A valid B-BBEE Certificate from a Verification Agency accredited by the South African Accreditation System [SANAS], or a sworn affidavit confirming annual turnover and level of black ownership in case of all EMEs and QSEs with 51% black ownership or more together with the tender; 4. Proof of registration on the Central Supplier Database; 5. Letter of Good Standing with the Workmen's compensation fund by the tendering entity or separate Letters of Good Standing from all members of a newly constituted JV.	Bidders
3.5	Tender Notice and Invitation to tender: - The closing date and time of the tender is Tuesday, 17 September 2024 at 16:00 via Transnet e-tender portal.	Bidders
3.6	Contract Data Part I – Data provided by the Employer.	Olwethu
3.7	Contract Data Part II – Data provided by the Contractor: Contractors to ensure that all the required information is completed in full.	Bidders
3.8	Cut-off date for questions: Before 17 September 2024 at 16:00. No questions or queries received after the cut-off date will be attended to.	Bidders
3.9	Bid Closing Date: The Completed tender document via Transnet e-tender portal on Friday, 17 September 2024 by 16:00 and no late tenders will be accepted.	Bidders
4	WORKS INFORMATION	
4.1	Gift Maidi and Yolokazi Mbanga presented the scope and technical part of the tender.	All

TRANSNET NATIONAL PORTS AUTHORITY (TNPA)**Tender Number:** TNPA/2024/07/0022/72284/RFQ**Description of the Works:** PROVISION OF TOPOGRAPHIC SURVEY SERVICES FOR A PERIOD OF SIX (6) MONTHS TO SUPPORT THE UPGRADE OF ROADS AND SERVICES AT THE PORT OF CAPE TOWN AS REQUIRED BY TRANSNET NATIONAL PORTS AUTHORITY.

MINUTE	DESCRIPTION OF DISCUSSION	ACTION
5	QUESTIONS AND ANSWERS	
5.1	Comment 1: The survey accuracy cited above is not adequate for detailed design. The accuracy level should be improved. Answer 1: Removed reference to 0.3mm. Accuracy should be as outlined in TMH11, to the satisfaction of the PrLS for the purposes of detailed design. Question 2: Should the RPL training provider be an appointed subcontractor? Answer 2: Yes, the RPL training provider should be a subcontractor. The training provider must be accredited to provide training and certification for the trainee to become a licensed drone operator, certified by the Civil Aviation Authority. Question 3: What does TNPA seek to achieve with the RPL training? Answer 3: As part of skills development, TNPA seeks to have 1 x employee develop the ability to operate a drone for capturing aerial images, infrastructure inspections and other ancillary activities. Where possible, the nominated employee shall also receive training from the service provider during the course of topographical survey work. However, this training should not negatively impact the execution timelines of the service provider. Question 4: What is the grid spacing requirement? Answer 4: 10m x 10m. Question 5: Is the Service Provider expected to classify the Lidar data to generate a digital surface model? Answer 5: Yes, the Service Provider shall classify the data to generate a digital surface model. The DSM and the DTM will be separate deliverables.	All
6.	ADDENDUMS	
	Addendum No. 1 – Scope of Work: Removed reference to 0.3mm root mean square error. Accuracy shall be as per TMH11, to the satisfaction of the PrLS (Section 3.1 Survey Accuracy)	All
7.	CLOSING	

TRANSNET NATIONAL PORTS AUTHORITY (TNPA)

Tender Number: TNPA/2024/07/0022/72284/RFQ

Description of the Works: PROVISION OF TOPOGRAPHIC SURVEY SERVICES FOR A PERIOD OF SIX (6) MONTHS TO SUPPORT THE UPGRADE OF ROADS AND SERVICES AT THE PORT OF CAPE TOWN AS REQUIRED BY TRANSNET NATIONAL PORTS AUTHORITY.

MINUTE	DESCRIPTION OF DISCUSSION	ACTION
7.1	Signing of the Attendance register and the Certificate of Attendance, T2.2-01: Certificate of Attendance at Tender Clarification Meeting	All

Prepared By:



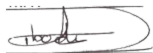
Name: Olwethu Namba

Date: 13 September 2024

Department: Procurement

Transnet TNPA_Port of Cape Town

Accepted By:



Name: Lerato Dibodu

Date: 13-09-24

Department: Civil Engineering

Transnet TNPA_Port of Cape Town