



MUNICIPAL INFRASTRUCTURE SUPPORT AGENT

COMPULSORY HYBRID BRIEFING SESSION

17 SEPTEMBER 2026

TENDER NO. MISA/MYG/017/2026/2027

APPOINTMENT OF A PROFESSIONAL SERVICE PROVIDER TO PROVIDE MENTORSHIP SERVICE TO MISA YOUNG GRADUATES

NOTES	
Mr. Khuliso Lieba from SCM presented the administrative of the bid document to the bidders in attendance. Siphosethu Mofokeng informed bidders to complete their details in MS Forms & MS Teams chat also demonstrating how the attendance register will be completed. Further highlights in the presentation were as follows:	
1.	Closing date and time for submission of bid proposals is 02 October 2026 at 11:00pm; No late submissions will be accepted.
2.	Bid proposals are to be submitted at MISA Head Office in Centurion (Tender Box at the reception area). The physical address is as follows: 1303 Heuwel Avenue, Riverside Office Park, Letaba House 1 st Floor, Centurion, 0046
3.	Evaluation criteria were explained; the bid will be evaluated on Eligibility criteria/ Mandatory requirements and Functionality.
4.	Standard Bidding Documents (SBD forms,) must be fully completed.
5.	End-user (Mr. Takalani Modau) presented the scope of work, extent of the works with the Bill of quantities.
6.	Questions & Responses based on SCM and End-user's presentation. Question 1: In the context of mentors' travel cost, the bidder questioned how they are expected to price for those traveling cost and should it be included.

The bidder additionally stated that they will await if the Travel for resources will be subject to MISA travel policy.

Question 2:

- A bidder requested clarity how they are expected to price for travelling without the knowledge of where the candidates are based.
- Additionally, the bidder questioned why there is no points allocation for methodology under functionality criteria, but it is included as deliverable.
- The bidder stated that the duration of the contract is restrictive since the learners are expected to be ready for registration in terms of ESCA within those 12 months. The bidder requested clarity if additional months will be considered.
- The bidder requested No. 4.1.7 under Extend of Scope of Work to be worded since they view it as very restrictive to expect the young graduates to meet requirements of a professional body before the contract collapses.

Question 3:

- The bidder requested when is the next call for mentees and mentors for GISC as well as land survey.

Question 4:

- The bidder requested clarity on pages 37 and 38 under Evaluation Schedule 2, if it is correct that there are 14 civil engineering mentors required and six electrical engineers required, but then on the table for points allocation, we only required 10 civil engineers and then four electrical engineers.
- Additionally, under Annexure 4 on page 70, under team costing, the bidder questioned if does project manager and team leader refer to the senior project manager. The bidder also questioned if Annexure A can be altered or must they use it as it is.

Question 4:

- A bidder questioned if various companies have the same C.V of a particular candidate.

Responses:

- The list of learner's information with their locations was not included in the initial advert due to the consideration of POPIA Act. The addendum is to be issued, and it will include the learners' information and will assist with when pricing for travel.
- The methodology is also crucial part at this phase of the tender; the bidders to indicate the mentorship method to be adopted. What is more critical is attachment of the mentor's C. Vs with qualifications and inclusion of MISA Engineering officials is prohibited.
- It expected that not all learners will be qualified after duration of the contract, but the expectation is that all candidates are to be prepared towards professional registration. After the assessment of the learners, the appointed service provider is expected to give a full report on the readiness of the candidates towards professional registration and demonstrating types of interventions required to develop them.
- MISA is aware that 12 months is insufficient to professionalise an individual and it was emphasised that young graduates are needed to meet ESCA requirements and not fulfil the requirements. No. 4.1.7 will be rephrased through an addendum to clarify this statement.
- The discipline around GISC as well as land surveyors will be addressed out this meeting since it is not relevant to this meeting's scope.
- 14 Professional Civil Engineers are required to mentor 68 mentees, and 6 Professional Electrical Engineers are required to mentor 32 mentees. There is miss alignment on the functionality table and the statement above and it will be aligned accordingly.
- Annexure A table is not to be altered.
- There will only be one appointed service provider.

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Mr. Takalani Modau

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