

	Meeting Minutes Tender Clarification Meeting	Template Identifier	240-54076329	Rev	8
		Effective Date	September 2022		
		Next review date	September 2025		
		Generation			

MPKRI11220GX

Meeting Name: TENDER CLARIFICATION MEETING MPKRI11220GX FOR THE PROVISION OF WORK FOR COAL AND MILL REJECT PLANTS OPERATING SERVICE AT KRIEL POWER STATION FOR A PERIOD OF SIXTY (60) MONTHS			
Date:	Time:	Venue:	Meeting No.:
01 August 2024	11h00	MS Teams	MPKRI11220GX

Item	Subject	Decision & Action items	Responsibility	Target date
1.	Attendance Register: The attendance register was downloaded during the meeting. Agenda: The Agenda was displayed with a summary of what will be discussed during the clarification meeting.			
	It to be noted that the contents of the minutes are an overview of what was discussed and highlighted and not the only information of importance. It will form part of the set of invitation documents.			
2.	INVITATION TO TENDER SET OF DOCUMENTS Tenderers to familiarize themselves with the contents of the documents that were published for this tender. The Communication platform is the e-tender portals (www.eskom.co.za and www.etenders.gov.za) and the responsibility of the tenderer to visit regularly for possible updates. Any revised documents after the tender clarification meeting, clarification information and minutes will be uploaded as such. Information as per the latest communication will apply. Also note the Eskom Standard Conditions of Tender 240-62044728.			

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	GENERAL ➤ Invitation is open to all entities. ➤ Tender Closing deadline: 19 August 2024 at 10h00 Eskom Tender Box, Ground Floor, No. 10 Smuts Avenue, Witbank / Emalahleni, Mpumalanga ➤ Basic requirements to submit a tender: 1. Meet the eligibility criteria; 2. Submit a complete original tender with commercial, financial and technical information; 3. Submit the original tender in paper form, plus a copy of the original, also in paper form; and 4. Submit the mandatory commercial tender returnables at the stipulated deadlines. ➤ Tender validity of 90 days is requested and if more time is required to complete the process the tenderers will be consulted with for an extension of time on the validity. ➤ All communication to be done in writing per e-mail with reference to the tender number MPKRI11220GX the Eskom Representative of this tender via e-mail annali.botha@eskom.co.za Tender Clarifications up to 5 working days before tender closing date: To be addressed to the Eskom Representative for this tender. - Responses on clarification questions will be published in the same manner the enquiry documents were issued and it is the tenderers responsibility to check the Eskom Tender Bulletin and National Treasury e-tender regularly for updated documents and information sharing. ➤ Tender annexures: Forms issued as part of this invitation to be completed in full and signed where asked for.			

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	➤ Other - Information in the Invitation to Tender document was highlighted. It is important that tenderers familiarize themselves with the contents and share with those involved compiling the tender for submission. - Submit 2 sets of printed tender documents: one original and one copy. The copy will be used for evaluation purposes – ensure that it is bind properly without loose pages. Do not bind or submit both sets in one file. Mark clearly ORIGINAL and COPY. - The evaluation criteria, weightings and thresholds were discussed. - Do not make changes to the issued documentation.						
3.	EVALUATION CRITERIA The listed items of the different sections were highlighted and the opportunity for all to discuss. The Invitation to Tender Document contains all the information and not only what is reflected in the minutes. For SDL&I and Commercial mandatory documents are clearly ticked in the “required at tender closing (disqualifiable)”, required at tender closing (non-disqualifiable)” and “required prior to contract award”. It is however preferred that all be submitted at time of tender submission. <table><tr><td>Returnable required at Tender closing (disqualifiable)*α</td><td>Returnable required at Tender closing (Non-disqualifiable)**α</td><td>Returnable required prior to Contract Award.α</td></tr></table>	Returnable required at Tender closing (disqualifiable)*α	Returnable required at Tender closing (Non-disqualifiable)**α	Returnable required prior to Contract Award.α			
Returnable required at Tender closing (disqualifiable)*α	Returnable required at Tender closing (Non-disqualifiable)**α	Returnable required prior to Contract Award.α					
3.1	Commercial Mandatory documents to be completed in full and signed where signature is required at time of tender closing. Those mandatory for tender submission were discussed and pointed out.						

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	- The person signing the tender document pages to be authorized by the tendering company – refer to the Authorisation Form. - The Annexures referred to under this section are part of the Invitation document - read and complete accordingly. - Due diligence will be done by using the latest audited financial statements. - The acceptance of Corporate Social Investment of 2% per invoice value is requested for initiatives around the Kriel Power Station area and will become a contract obligation. No money will be exchanged - the tenderer will be involved with the relevant Kriel Social Committee to make a selection from the projects available at the time. - Annexure D (CPA for local goods/services): Contract Price Adjustment forms part of your financial offer by submitting at tender closing the structure (portion, description, index = 1.00). No opportunity to submit afterwards or with negotiations. Eskom proposal is reflected in the CPA form. Note that should the tenderer not submit CPA with the tender, then prices will be deemed to be fixed and firm. <table><tr><td>Fixed Portion</td><td>0.15</td><td></td></tr><tr><td>Labour</td><td>0.75</td><td>Seifsa Table C3</td></tr><tr><td>Transport</td><td>0.10</td><td>Seifsa Table L2(A)</td></tr></table> - Tenderers to be CSD Registered	Fixed Portion	0.15		Labour	0.75	Seifsa Table C3	Transport	0.10	Seifsa Table L2(A)			
Fixed Portion	0.15												
Labour	0.75	Seifsa Table C3											
Transport	0.10	Seifsa Table L2(A)											
3.2	Supplier Development Localisation & Industrialisation (SDL&I) ❖ JV Tenders: JV Tenders to submit a consolidated BBBEE Certificate (not an Affidavit) and a Letter of Intent to form a JV/Consortium. Refer to the SDL&I evaluation criteria. Specific Goals is referring to the BBBEE Affidavit/Certificate ❖ The following will become contractual obligations: a) Subcontracting : Minimum 30% Subcontracting, in this instance, will be treated as a condition for contract award. A supplier awarded a contract may not subcontract more than 25% of												

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	the value of the contract to any other entity that does not have an equal or higher B-BBEE status level of a contributor than the supplier concerned unless the contract is subcontracted to an EME that has the capability and ability to execute the sub-contract. b) Local to South Africa 100% c) Job creation and retain d) Skills Development It also to be noted that 2.5% penalty will apply for failure to meet the SDL&I Obligations. For the duration of the contract, Eskom will retain 2.5% of every invoice (excluding VAT) as security for the fulfilment of all SDL&I Obligations. The retained amounts shall only be released to the Contractor upon: • Eskom receives the SDL&I progress report/s from the contractor. • Fulfilment of all SDL&I obligations by the contractor. • Submission of an approved compliance report by SDL&I Department.			
3.3	Returnables at tender closing a) Technical Gatekeepers (2) Tenderer's training/skill provider accreditation: The tenderer is to submit verifiable and valid proof of accreditation with Energy & Water Sector Education Training Authority (EWSETA), Power Plant Operations OR The tenderer shall have a written agreement or contract with an accredited training/skill provider: The tender is to submit verifiable and valid proof of accreditation with Energy & Water Sector Education Training Authority (EWSETA), Power Plant Operations of the training/skill provider Tenderer's training facilitators registration: To be considered for this project, the tenderer must have at least two training facilitators registered with Energy & Water Sector Education Training Authority (EWSETA) or Quality Council for Trades and Occupations (QCTO). Proof must be provided. OR The tenderer shall have a written agreement or contract with at least two training facilitators registered with Energy & Water Sector Education Training Authority (EWSETA) or Quality Council for Trades and Occupations (QCTO). Proof of registration must be provided.			

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	b) Scoring: Threshold 70% <table><tr><td>1. Key personnel required, their qualification end level of experience</td><td></td></tr><tr><td>1.1 Supervisors' qualifications and level of experience</td><td>25%</td></tr><tr><td>1.2 Plant operators' qualifications and level of experience</td><td>35%</td></tr><tr><td>1.3 Plant operators and supervisor's competency declarations</td><td>15%</td></tr><tr><td>1.4 Safety Officers qualifications and level of experience</td><td>5%</td></tr><tr><td>1.5 Administrative Clerk qualifications and level of experience</td><td>5%</td></tr><tr><td>2. Company capability and experience</td><td></td></tr><tr><td>2.1 Company capability, profile and experience</td><td>15%</td></tr></table> Qualifications and experience to be kept together in one section, to make it easier for evaluation.	1. Key personnel required, their qualification end level of experience		1.1 Supervisors' qualifications and level of experience	25%	1.2 Plant operators' qualifications and level of experience	35%	1.3 Plant operators and supervisor's competency declarations	15%	1.4 Safety Officers qualifications and level of experience	5%	1.5 Administrative Clerk qualifications and level of experience	5%	2. Company capability and experience		2.1 Company capability, profile and experience	15%			
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2. Company capability and experience																				
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3.4	Safety, Quality, Environmental The SHEQ criteria's are not mandatory at tender submission. The tenderer to make provision for SHEQ in the planning of the tender. It is requested that as many as possible to be included to not delay the evaluation when omitted documents are requested at a later stage. All info to be relevant to the service of the tender. ❖ Safety: as per listed items ❖ Quality: as per listed items ❖ Environmental: as per listed items SHEQ will become contractual requirements in the NEC TSC upon contract award. - Cost breakdown referring to PPE, Medical, etc. - If a SHEQ Policy was submitted, it also contains Environmental Policy which will be sufficient.																			
4.	NEC3 TERM SERVICE CONTRACT ➤ Tenderers to familiarise themselves with the contents and clauses of the NEC Term Service Contract document which includes all sections. The contents in general will be contractual requirements. ➤ Compulsory for completion and submission at tender closing:																			

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	C1.2 Contract Data (Part Two – Data provided by the Contractor) C2.2 Price List ➤ C2.2 The Price List Note: The quantities are estimations and not to be changed, tender accordingly. Due to shift workers, Sunday in the price list is for normal time.			
5.	C3.1 EMPLOYER'S SERVICE INFORMATION The scope covers the operation of coal and mill reject plants, operated according to Eskom requirements, operating procedures, operating instructions and operating manuals. The contractor shall provide coal and mill reject plant operators, safety officers, training officers and a clerk. Coal and mill reject plants are operating on a 24-hour, 7-days continuous operation, including weekends and public holidays. The teams or shifts will be working four (4) shift cycles of twelve hours each. The plant operators shall undergo Eskom coal and mill reject plant operating training and shall be declared competent to operate the coal plant. Training requirements to be noted. Refer to NEC Works Information details. Eskom pay hours of on-job training. Training itself is for Contractor.			
6.	Closing: The meeting adjourned at 12h30 It was requested that tenderers visit the e-tender portals regularly for communication.			

Signed as correctly recorded		02.08.2024
	Signature: A Botha Eskom Representative Tender MPKRI11220GX	Date

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