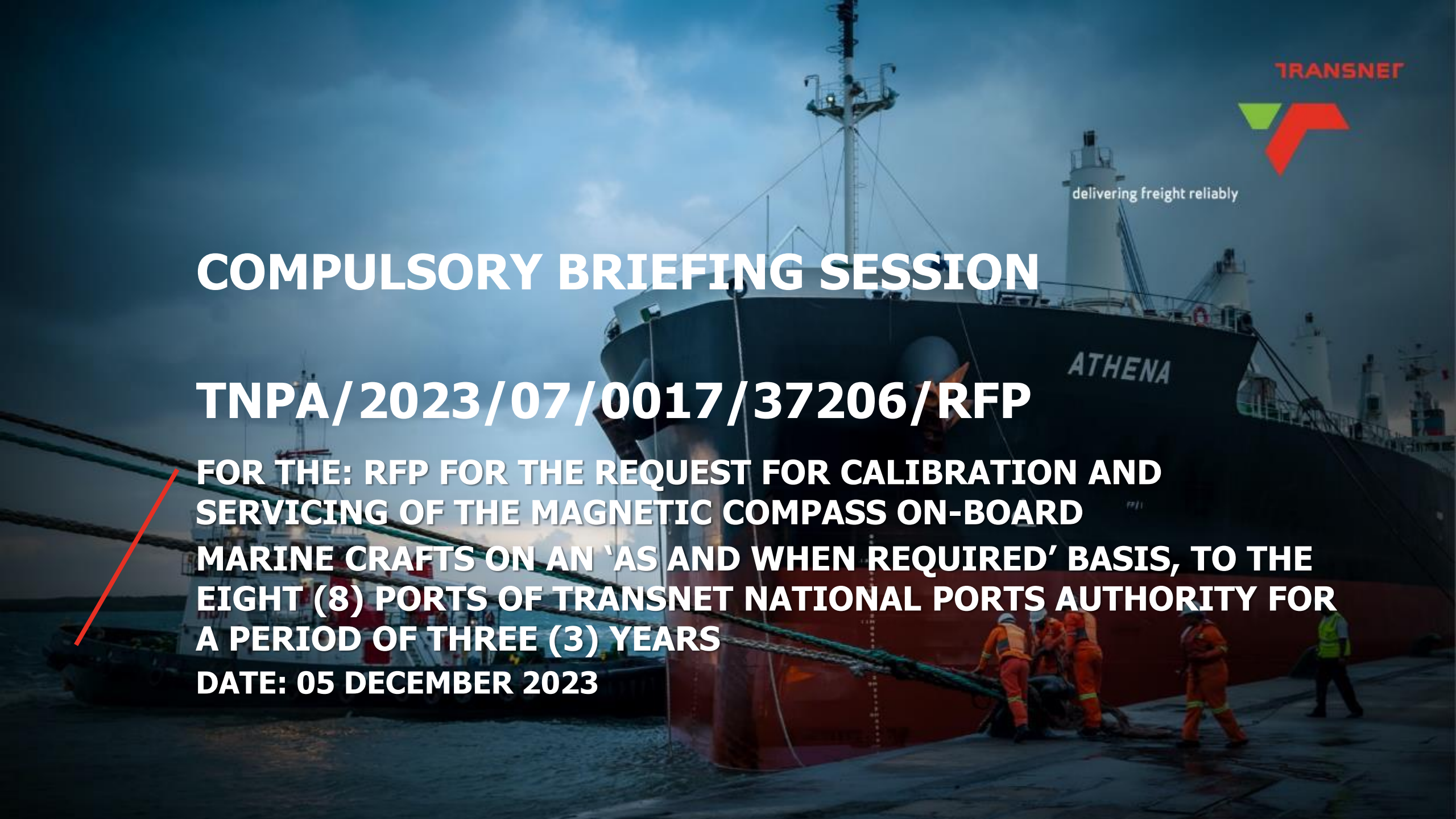




TRANSNET



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COMPULSORY BRIEFING SESSION

TNPA/2023/07/0017/37206/RFP

**FOR THE: RFP FOR THE REQUEST FOR CALIBRATION AND
SERVICING OF THE MAGNETIC COMPASS ON-BOARD
MARINE CRAFTS ON AN 'AS AND WHEN REQUIRED' BASIS, TO THE
EIGHT (8) PORTS OF TRANSNET NATIONAL PORTS AUTHORITY FOR
A PERIOD OF THREE (3) YEARS
DATE: 05 DECEMBER 2023**

PURPOSE OF BRIEFING SESISON

1	Safety Briefing	SUPPLY CHAIN MANAGEMENT
2	Welcoming, Introductions and House Keeping Rules	SUPPLY CHAIN MANAGEMENT
3	Overview of the Request for Proposal 3.1 Overview of RFP and Annexures 3.2 Evaluation Methodology	SUPPLY CHAIN MANAGEMENT
4	Questions and Answers	ALL
5	Employer's Scope of Requirements 5.1 Pre-Qualification 5.2 Technical Evaluation Criteria 5.3 Scope of Work 5.4 Pricing Schedule	TECHNICAL
7	Questions and Answers	ALL
8	Closing	ALL

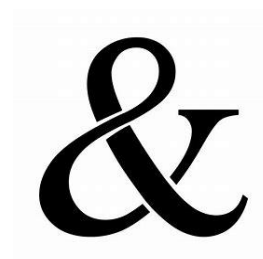
WELCOME AND INTRODUCTIONS

Employer : Transnet SOC Ltd

Operating Division : Transnet National Ports Authority

Employer's Agents : Vuyolwethu Henene (Vuyolwethu.Henene@transnet.net)

Project Manager/s : Ronald Roberson



RULES

- All cellular phones to be muted,
- No RFP document to be issued during or after the meeting. It must be downloaded from the National Treasury e-Tender Publication Portal and Transnet e-Tender Submission Portal,
- Late comers will be allowed but information will not be repeated to their benefit,
- Briefing session is non-compulsory so anyone who does not attend will not be disqualified. Transnet will not be held liable for any bidder disadvantaged should they not attend the briefing
- Questions will be allowed by raising a hand after every section of the presentation,
- Presentation, Questions and Answers of the briefing session will be shared with all attendees
- **Tender Closing, 12 January 2023 at 16:00** - Please observe the closure of the tender and preferably submit before the closing date to avoid potential technical problems



RULES

- Any Addenda to the RFP will be published on the eTender portal and Transnet website
- Electronic tender submissions should be done at least a day before tender closure to avoid possible issues
- There is a guide on how to upload tenders
- Validity - 90 business days from tender closure
- Must be registered on CSD – SOC cannot be in business with a company with
- Must be Tax compliant
- 7 days will be given to tenderers who are not registered on CSD or tax compliant
- All communication must be sent to Vuyolwethu.Henene@transnet.net

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ANNEXURE A: SCOPE OF WORK

ANNEXURE B: PRICING SCHEDULE

ANNEXURE C: MASTER AGREEMENT

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ANNEXURE G: SUPPLIER DECLARATION FORM

ANNEXURE H: COMPULSORY ENTERPRISE QUESTIONNAIR

ANNEXURE I: GUIDE ON HOW TO SUBMIT TENDERS

QUESTIONS AND ANSWERS



Question
&
Answer



PRESENTATION AND RECORDING WILL BE ISSUED TO ALL ATTENDEES

Evaluation Methodology

1. Administrative Evaluation
2. Substantive Evaluation
3. Technical Evaluation
4. Commercial and Financial Evaluation
5. Price and preference (80/20)
6. Negotiations (If necessary)
7. Objective criteria (If necessary)

Evaluation Per Region

NB: Evaluation of the various stages will normally take place in a sequential manner. However, in order to expedite the process, Transnet reserves the right to conduct the different steps of the evaluation process in parallel. In such instances the evaluation of bidders at any given stage must not be interpreted to mean that bidders have necessarily passed any previous stage(s). This tender will be broken down and evaluated per region; Eastern Region (Durban and Richards Bay), Central Region (Port Elizabeth, Ngqura and East London) and Western Region (Cape Town, Mossel Bay and Saldanha).

Bidders may tender for one (1), two (2) or all the regions. Bidders must indicate in the table below which region/s they are bidding for and evaluations will be done per region.

Regions	Yes	No
Eastern Region		
Central Region		
Western Cape		

Pre - Qualifications

5.2 STEP TWO: Test for Substantive Responsiveness to RFP

The test for substantive responsiveness to this RFP will include the following:

Check for substantive responsiveness	RFP Reference
Whether the Bid contains a priced offer as prescribed in the pricing and delivery schedule	<i>Annexure C – Pricing Schedule</i>
- Pre – qualification - Certified Copy of the technicians Compass Adjuster Licence issued by South African Maritime Safety Authority (SAMSA) in line with the approval of the Merchant Shipping Act	<i>Section 5.2.1</i>

5.2.1 PRE-QUALIFICATION:

The bidders must submit the following for each of their technicians in order to go through to the next step of the evaluation:

A certified copy of the technician's compass adjuster licence by the South African Maritime Safety Authority (SAMSA) in line with the approval of the Merchant Shipping Act

Regions	Name and Surname of Technician for Each Region	Compass Adjuster Licence Submitted with Tender Document yes/no
Eastern Region		
Central Region		
Western Cape		

Technical Evaluation Per Region

Evaluation Criterias:

1. Company Experience 30 Points
2. Experience of Key Personnel 25 Points
3. Work Plan and Schedule 30 Points
4. Lead Time 30 Points

COMPANY EXPERIENCE

Technical Evaluation Criteria	Requirements	Scoring guideline	Weight
Company Experience	Bidder to submit signed traceable reference letters from the clients the services were rendered to, on the client's company letter heads in the marine sector. Completion certificates/job cards must be submitted for each job indicated in the reference letter/s with the reference letter/s. (The Client's reference letter should indicate the compass adjustment services rendered and completion certificates /job cards must be attached with the reference letter/s) (No previous or current PO's or letter of award will be accepted)	Bidder submitted Client's signed and traceable reference letter/s on the client's letter head with completion certificates/job cards for each job indicated in the reference letter/s indicating the following: 0 = Reference letter/s confirming less than 10 completed jobs with completion certificates/job cards submitted for each job indicated in the reference letter/s 1 = Reference letter/s confirming 10 - 14 completed jobs with completion certificates/job cards submitted for each job indicated in the reference letter/s 2 = Reference letter/s confirming 15 – 20 completed jobs with completion certificates/job cards submitted for each job indicated in the reference letter/s 3 = Reference letter/s confirming 21 or more completed jobs with completion certificates/job cards submitted for each job indicated in the reference letter/s	30

EXPERIENCE OF KEY PERSONNEL

Experience of Key Personnel	Bidder is required to submit a CV for their Technician indicating the number of years' of experience the technician has in compass adjusting.	0 = No CV submitted 1 = Submitted CV with less than three years' experience in compass adjustments. 2 = Submitted CV with 3 years' experience in compass adjustments. 3 = Submitted CV with more than three years' experience in compass adjustments.	25
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WORK PLAN AND SCHEDULE

Technical Evaluation Criteria	Requirements	Scoring guideline	Weight
Work Plan & Schedule	The work plan & schedule should outline the hazards involved and include a step-by-step guide on how to do the job safely. The work plan & schedule approach is specifically tailored to address the specific project objectives. The work plan and schedule deals with all the critical elements of the scope of services as per below: 1. Compass Inspection 2. Compass Calibration 3. Making necessary adjustments 4. Issuing of laminated Deviation Card 5. Binnacle lubrication of gimbals 6. Ensure compass bowl has no bubbles 7. Magnets to be clean and free of rust	0 = No information provided for the work plan & schedule. 1 = The work plan and schedule are tailored to address element one (1) to element four (4) sequentially of the specific project objectives and methodology. 2 = The work plan and schedule are specifically tailored to address element (1) to element five (5) sequentially of the specific project objectives and methodology. 3 = The work plan and schedule are tailored to address element one (1) to element three (3) of the specific project objectives and methodology.	30

LEAD TIMES

Lead Time	Bidder to provide one signed written confirmation on company letterhead from their most recent client pertaining to lead time to compass adjustment service in shortest time - maximum period of 7 days (SUBMIT WRITTEN & SIGNED CONFIRMATION, ON CLIENTS COMPANY LETTERHEAD)	0 = No Letter submitted. 1 = Signed Letter submitted with confirmation of more than 7 days lead time. 2 = Signed Letter submitted with confirmation of 7 days lead time. 3 = Signed Letter submitted with confirmation of less than 7 days lead time.	15
Total Weighting:			100
Minimum qualifying score required:			66.67

SCOPE OF WORK

EXECUTIVE SUMMARY:

Transnet National Port Authority is responsible for the safe, effective, and efficient functioning of South Africa's eight (8) commercial ports. TNPA is also required to operate within a legislative and regulatory environment in accordance with Safety of Lives at Sea (SOLAS), Maritime Safety Regulations and other relevant regulations. The Marine Services Department is responsible for discharging the following but not limited to:

- Safe, reliable, and efficient sea operations in the port.
- Planning and provision of maintenance and improvement of the functioning of the tugboats, pilot boats, workboats, and launches.
- Ensure the provision of port services including the management of port activities.
- Ensure that there is proper maintenance for the manoeuvring of vessels within port limits.

Quick turnaround times in the service, maintenance and repair of shipboard machinery and equipment is critical in ensuring crafts are readily available for port operations and rendering services to port users.

SCOPE OF WORK CONT....

SCOPE OF WORK

The Scope of Work includes the following, on an 'as and when required' basis, in all 8 commercial ports:

- The servicing, maintenance and inspection of the magnetic compass in accordance to South African Maritime Safety Authority legislation as stipulated in the Merchant Shipping Act.
- Magnetic compasses installed onboard TNPA marine crafts at the following Ports; Saldanha, Cape Town, Mossel Bay, Port Elizabeth, Ngqura, East London, Durban & Richards Bay.
- Ad-hoc on-site orientation of identified TNPA marine staff on the safe operation /functioning of the new magnetic compasses fitted.
- Annual Compass Deviation Cards must be issued by a SAMSA approved licensed compass adjuster as per Safety of Navigation regulations 1968.
- Spare parts to be supplied and fitted by the contactor as and when required. This includes the fluid for topping-up.

ELIGIBILITY CRITERIA

Certified and valid Copy of Technicians Compass adjuster licence issued by South African Maritime Authority (SAMSA) in line with the approval of the Merchant Shipping Act.

Technician to be a SAMSA approved licensed compass adjuster able to provide SAMSA approved Annual Compass Deviation Cards as per Safety of Navigation regulations 1968.

DESCRIPTION OF SERVICE

Compass adjustment requirements:

- Compass Inspection - Inspect main binnacle mounted on bridge deck: carry out first line maintenance.
- Clean the periscope, mirror, and lenses.
- Compass Calibration - Carry out Tentative compass calibration by use of Sun Azimuths and Pelorus.
- Make necessary adjustments, and issue laminated Deviation Card.
- Includes first line maintenance of binnacle lubrication of gimbals and cleaning of periscope magnifying glass and mirrors.
- SAMSA Accreditation.

OCCUPATIONAL HEALTH AND SAFETY AND SECURITY

- The Service provider is required to undergo the TNPA SHE Induction Program before commencement of services.
- The service provider needs to obtain TNPA Security permits to access the Port prior to commencement of services.
- The service provider is required to submit a Health and Safety File for TNPA's approval before commencement of services.
- The service provider must adhere to all Safety, Health, Environmental and Security requirements of the Port. Failure to do so can and will lead to termination of the contract.
- Service provider employee to be equipped with the necessary Personal Protective Equipment (PPE) when accessing the Port and its facilities or equipment.
- Site arrangements shall be made through the TNPA Contact Project Manager for the respective Ports.

SCOPE OF WORK CONT.....

SUPERVISION

The Service Provider shall carry out the "work", as reflected in the contract at intervals specified by the Ports.

TO BE SUPPLIED BY SERVICE PROVIDER

The Service Provider shall be responsible for providing the required labour, material, personal protective clothing, transport, and ad-hoc services required for the proper completion of the works.

PRICING

As per the attached pricing schedule

PREFERENCE POINTS

The maximum points for this bid are allocated as follows:

	POINTS
PRICE	80
B-BBEE Status Level of contributor 1 or 2	20
Non-Compliant and/or B-BBEE Level 3-8 contributors	0
Total points for Price and Specific Goals must not exceed	100

QUESTIONS AND ANSWERS



Question
&
Answer



PRESENTATION AND RECORDING WILL BE ISSUED TO ALL ATTENDEES



THANK YOU

**We look forward to receiving your
bid responses on time**

