

MINUTES OF THE COMPULSORY CLARIFICATION SESSION

MEETING:	SECURITY FENCING UPGRADE AT THE PORT OF EAST LONDON TNPA/2023/10/0005/44110/RFP DATE: 08 NOVEMBER 2023; TIME: 11H00 AM VENUE: EMD BUILDING, CORNER DR. ZAHN & NUFFIELD ROAD, WEST BANK, EAST LONDON
MEETING PURPOSE:	COMPULSORY CLARIFICATION

1. Welcome and Introduction:

Ms. Zukiswa Nkonyeni welcomed everyone, introduce the project team and also discuss the housekeeping rules and the meeting procedure to the attendees.

2. Background of the Scope of Works & Site Information

The attendees were taken through the background of the Scope of Works and site information by one of the technical team members.

3. Bill of Quantities

Bill of Quantities was presented by one of the technical team members.

4. Evaluation Criteria

- The Evaluation Criteria was presented to the potential tenderer as follows:
 - Pre-Qualification
- **Stage 1:** Eligibility with regards to attendance at the compulsory clarification meeting.
- **Stage 2:** Being the eligibility to CIDB grading of 8CE or 8SQ.
- It was emphasized that any tenderer that fails to meet the stage 1 and stage 2 of pre-qualification evaluation criteria will be regarded as an unacceptable tender.
 - **Stage 3:** Technical Evaluation
- The following technical evaluation elements were presented to the tenderers:
 - Element 1- T2.2-03 Project Organogram, CVs, Qualifications & Employment Letters/Contract
 - Element 2 – T2.2-04 Tenderer's Previous Experience
 - Element 3 – T2.2-05 Method Statement
 - Element 4 – T2.2-06 Programme
 - Element 5 – T2.2-07 Health and Safety Requirements
 - Element 6 – T2.2-08 Environmental Management
 - Element 7 - T2.2-09 Quality Management
- It was emphasized that the minimum threshold of the technical valuation is 60 points and each evaluation criteria will be assessed in terms of scores of 0,20,40,60,80 and 100. Any tenderer that fails to meet the stipulated minimum threshold criteria will be regarded as an unacceptable tender.

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➤ **Stage 4: Preferential Point System**

- Tenders were also taken through the Preference Point System, where it was emphasized that Only tenders that achieve the minimum qualifying score for functionality will be evaluated further in accordance with the 90/10 preference points systems as described in Preferential Procurement Regulations. 90 where the financial value of one or more responsive tenders received have a value above R50 million, inclusive of all applicable taxes, and 10 being the specific goals.
- Tenderers were presented how the specific goal will be evaluated and the evidence that is needed to be able to claim the points for specific goals. It was emphasized that should the evidence required for any of the Specific Goals applicable in this tender not be provided, a tenderer will score zero preference points for that particular "Specific Goal."

5. **CONTRACTING**

The tenderers were also taken through the terms of the contract, the schedule of deviations and the clauses applicable for this project.

6. **Returnable Documents**

- The tenderers were taken through the returnable documents by the SCM and one of technical team members as follows:
- The Schedules that are required for pre-qualification and eligibility purposes.
- The list of schedules that will be utilised for evaluation purposes, and any other general returnable schedules.

7. **TENDERING PROCEDURES**

The tenderers were also presented the tendering procedures for this project as follows:

- That the RFP document can be downloaded from three (3) websites which are Transnet website, National Treasury and CIDB website.
- The closing date and time of the tender was emphasized and how they must submit their tender documents.
- The E-mail Address to be used for any request and clarification is TNPAPOLABOVE@transnet.net
- And the validity of the Tender is 12 Weeks.

8. **QUESTIONS AND ANSWERS SESSION**

Number	Questions	Answers
1	With regards to experience do we submit one appointment letter, one award letter and one reference letter, because I saw on the tender document that it is 5 per each appointment letter, 5 per reference and 5 per award letter.	With regards to experience as it is outlined on the tender document it is 5 per each, you submit a minimum of 5 awards letters, 5 reference letters and 5 completion certificate letters.
2	You have asked for Environmental Organogram if you could clarify the entire Safety Organogram	On Environmental Organogram if your overall Organogram has SHEQ support you can submit your environmental

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Number	Questions	Answers
		organogram on it. But if it does not have the SHEQ support you can submit a separate environmental organogram, it is up to you on how you lay it out.
3	I would like to know if there is a labour desk office here where one could source the general labour or what is expected?	Unfortunately, in this Port we do not have that system and we do not know if BCM has it.
4	It is a follow up question in terms of experience does it has to be a on the value of 8CE ?.	It can be at any value as we are looking at the project not the value. You can submit even a R2 000 000,00 value project.
5	On Organogram are you evaluating onsite and offsite and do you want the CVs of the offsite personnel.	We are only looking for CV's of all the key personnel listed on the tender document. For support staff if it is not listed on the Tender document you don't have to submit because its not going to be evaluated. We want to see the Organogram of the offsite and onsite which you will be evaluated on.
6	The tender is Grade 8CE or 8SQ, but when you look at the scope of work and the BoQ, what you find out is that the tender is fencing and most of the Bidders here I am sure they are Civil Engineering Bidders. My question is do you offer preference on the civil experience or the fencing related experience?	The Scope of the project if fencing but there is a line of about 12 km, in that area there is a concrete beam that needs to be built around there. If you go around the Port of East London, you find out that there is a lot of storm water channels that runs underneath the fence, so it not solely fencing project. But on experience we won't give preference as CE and SQ both do quality.
7	I would like to ask if we are currently 7SQ however we do qualify for 8SQ, and we already sent an application through, we want to confirm if we can submit an application process number in the tendering stage.	Most bidders submit based on their application, then we will check on their application when did they apply for 8SQ, then we will check with CIDB if they have been approved to be 8SQ. But what she can do is to write the question, then we will consult and give her a concrete answer in terms of the question.
8.	I would like to know when is the cut off time and date for submitting questions after this	The cutoff date will be 3 days before the closing date of the tender. The tender is closing on the 17 November 2023 so the cutoff date will be the 14 November for submitting the questions.

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9.	My question is to understand the application of the welded Mesh, can we just go through the application please, the heights I saw the drawing, but I want to understand the application.	The height of the fencing is different, the specification on drawings and on works information is clear but the heights are different. We have 2.4 internal fence with spikes on top of the fence and have 2.7 on all of our external fencing with razor wire added on top. We have classified the fences we need, in some certain areas there are some concrete walls heights and certain finish on top. We said its anti-burrow, anti-climb. If you talk about application, I am not sure, what do you mean by application. On the document there is a part which is galvanized which is very short and it is very clear on the tender document.
10	My question is with regards with risk management, I see it must be tailor made especially when it comes with inter phases. Is there perhaps any upfront listed risk that the bidder or contractor will take into consideration especially when it comes to inter phases for instance in certain area whereby there is interphase with another company on the ground which might pose a delay in term of scope so that we can take that into consideration, in terms of the Schedule/Programme that we must be submitting.	We did issue the risk register, because we are not going to evaluate the risk on evaluation. At the moment we don't have any contractors that are going to be inter phasing with the fencing contract. Yes, we might have the other contractors internally within the port whilst we got other projects that are going to be executed during this period, but they won't be interphases with the fencing contract.

Compiled By:



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Date: 13 November 2023

Reviewed By:



Kwanele Mtembu
Regional Procurement Manager

Date: 13 November 2023