



Province of the
EASTERN CAPE
EDUCATION

SUPPLY CHAIN MANAGEMENT CHIEF DIRECTORATE

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ATTENDANCE REGISTER AND CONFIDENTIALITY

MEETING : BSC MEETING
DATE : 31 January 2023
VENUE : MANDLA MAKUPULA EDUCATION INSTITUTE
TIME : 09h00
SPECIFICATIONS : Reviewal of specifications to include PPR 22 for recommendation.

"I/We declare that I/We did not purposefully favour prejudice anyone in the decision-making process of the Departmental Procurement Specification or Evaluation Committee as intended in the Treasury Instruction Note 14.2"

I/We also understand the confidential nature of the proceedings of the Committee and that the information at our disposal or we may be exposed to as a result of my/our membership of the Committee is privileged and classified and cannot be divulged to anyone without the approval of the Head of Department. I/we have no interest in the companies that were adjudicated upon or evaluated during this sitting and where interest exists it has been duly declared.

1. MEMBERS

NAME	RANK	DIRECTORATE	SIGNATURE
D. Delport	Dep Dir	SCM - Logistics	
T. MONTAKE	DIR	PRP & PMU	
T. S. Gwini	Dep Dir	School Admin	
D. Msiwa	Dep Dir	PRM	

2. SECRETARIAT

Bid Specification Committee Attendance Register



NAME	RANK	DIRECTORATE	SIGNATURE
Mr. [Signature]	OP - SCM	SCM	[Signature]

3. PRESENTERS

NAME	RANK	DIRECTORATE	SIGNATURE

MINUTES OF BID SPECIFICATIONS COMMITTEE MEETING (SCM UNIT)

Subject: Minutes of Bid Specifications Committee Meeting	Date: 31 January 2023	Time: 09h00
Location: MMELI	Recorded by: J. Jacobs	

Attendees:

Name	Title	Unit
Mr. T. Monare	Deputy Chairperson	Infrastructure
Mr. D. Delpoit	BSC Member	Acquisition Man.
Mr. S. Govind	BSC Member	School Resourcing
Mr. Q. Msiwa	BSC Member	Infrastructure
Ms. J. Jacobs	Secretariat	Demand Management
Ms. L. Ntsaluba	Secretariat	Contracts Management
Presenter/s		

Apologies:

Name	Title	Unit
Mrs. N. Fikeni	Chairperson	Labour Relations

NO.	ITEM	DISCUSSION	RESPONSE/ RESOLUTION	RESPONSIBILITY	TIME FRAME
1.	OPENING AND WELCOMING	The chairperson welcomed everybody present and indicated that all the items for discussion today were previously presented to the committee and recommended for approval by the Head of Department, however, because of new legislation all bid specifications have to be reviewed by the committee before it will be approved for advertisement. See above	The secretariat informed that committee that the Chief Director for SCM is available for any questions for clarity with regard to the new legislation (PPR)	All	
2.	APOLOGIES				
3.	MINUTES OF THE PREVIOUS BSC MEETING			All	
4.	ADOPTION OF THE AGENDA	The agenda as attached was adopted by the meeting		All	
5.	ITEMS FOR DISCUSSION				
5.1	Appointment of contractor for Additions, Repairs and upgrades – <i>Overton Primary School</i>	On all the specifications "PPR 2017" must be replace with "the ECDOE SCM Policy) BEEE Points allocation table to be removed and be replaced by the Preferential goals of the department. The claiming of Preferential Points must be explained in all the Specifications	The necessary changes were made and the specification for Overton Primary was signed off and recommended by the BSC and will be forwarded for approval by the Head of Department	Secretariat	
5.2	Appointment of contractor for Additions, Repairs and upgrades – <i>Chris Hani Public School</i>		The necessary changes were made and the specification for Chris Hani Public School was signed off and recommended by the BSC and will be forwarded for approval by the Head of Department	Secretariat	
5.3	Appointment of contractor for		The necessary changes were made and the specification for	Secretariat	

NO.	ITEM	DISCUSSION	RESPONSE/ RESOLUTION	RESPONSIBILITY	TIME FRAME
	Additions, Repairs and upgrades – <i>Sitoromo Junior Secondary School</i>		Sitoromo Junior School was signed off and recommended by the BSC and will be forwarded for approval by the Head of Department		
5.4	Appointment of contractor for Additions, Repairs and upgrades – <i>Jongimishine Senior Primary School</i>		The necessary changes were made and the specification for Jongimishini SPS was signed off and recommended by the BSC and will be forwarded for approval by the Head of Department	Secretariat	
5.5	Appointment of contractor for Additions, Repairs and upgrades – <i>Healdtown Senior Secondary School</i>		The necessary changes were made and the specification for Healdtown SSS was signed off and recommended by the BSC and will be forwarded for approval by the Head of Department	Secretariat	
5.6	Appointment of Service Providers for rendering of guarding security services of ECDOE Head Office, including 12 Districts for a period	On all the specifications "PPR 2017" must be replace with "the ECDOE SCM Policy) BEEE Points allocation table to be removed and be replaced by the Preferential goals of the department. The claiming of Preferential Points must be explained in all the Specifications. 3.12 to be removed	The necessary changes were made and the specification was signed off and recommended by the BSC and will be forwarded for approval by the Head of Department	Secretariat	

NO.	ITEM	DISCUSSION	RESPONSE/ RESOLUTION	RESPONSIBILITY	TIME FRAME
	of 3 years	Annexure C to be removed			
5.7	Request for Proposal-provisioning of Project Management Services (Procurement, Warehousing, Inventory Management and Delivery of LTSM & E-LTSM for a period of 3 years	On all the specifications "PPR 2017" must be replace with "the ECDOE SCM Policy) BEEE Points allocation table to be removed and be replaced by the Preferential goals of the department. The claiming of Preferential Points must be explained in all the Specifications.	The necessary changes were made and the specification was signed off and recommended by the BSC and will be forwarded for approval by the Head of Department		
6	CLOSURE	The chairperson thanked all members and requested the availability of the members for Friday the 03 February 2023, so as to finish the reviewal of the Hostel Catering specification, as said specification was presented but not recommended previously, due to some corrections that needed to be made.	Secretariat		



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Mrs. J. Jacobs
BSC SECRETARIAT

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31/01/2023
DATE

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Mr. T. Monare
Deputy CHAIRPERSON - BSC

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DATE