

REQUEST FOR PROPOSAL [RFP] No TNPA/2026/08/1797/9954/RFP

DESCRIPTION: PROVISION OF SERVICES FOR THE IMPLEMENTATION OF STRATEGIC WORKFORCE PLANNING (SWP), SKILLS AUDIT, AND FEEDER PIPELINE DEVELOPMENT WITHIN TNPA FOR A PERIOD OF SIX (6) MONTHS

NON-COMPULSORY BRIEFING SESSION DATE: Wednesday, 26 August 2026 at 10:00

Held virtually via Microsoft Teams

Briefing Note 2: Published 03/09/2026

Question	Answer
Questions Posed During Briefing Session	
1. How many employees are in scope and how many job roles?	As at 31 July TNPA's total headcount stood at 3,900 employees supported by an organisational structure comprising 696 jobs.
2. Are there existing competency frameworks and what is the maturity level of these frameworks? Or is it part of the scope of work to develop competency frameworks.	The development of competency frameworks is part of the Scope of Work.
3. Identifying integration requirements with existing systems. Is it necessary for the service provider to integrate with the systems or is the requirement for identification of future integration requirements?	The requirement is for identification of integration for future requirements.
4. Are the training requirements limited to the 30 People Management practitioners cited in the Scope of Work?	Yes.
5. Will Transnet SOC be the contracting entity?	Transnet National Ports Authority is the contracting entity.

Question	Answer
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6. Please advise if suppliers who did not attend the briefing session can submit.	The briefing session is non-compulsory. Bidders who did not attend the non-compulsory briefing session may submit a bid.
7. I wanted to enquire about the “Implementation of Strategic Workforce Planning” tender briefing session that was held yesterday, 26 August, at 10:00. In one of the documents pertaining to the tender, it’s stated that there may be another briefing session or on-site visit for the tender. Is this a separate briefing session to the one that took place yesterday? If not, is there a recording available of the briefing session or any other means of accessing the briefing session’s content? Any guidance would be greatly appreciated.	No other briefing session will be applicable for this tender. The briefing note detailing the questions posed and answers provided by TNPA will be published on the tender publication platforms. Prospective bidders are encouraged to periodically check the advert platforms (NT eTender portal and Transnet eSupplier portal) for updates and addenda published related to this RFP.
8. If possible, could you please provide the number of employees per “job type” or “job family” in TNPA?	TNPA currently has 84 jobs identified; however, these are broadly defined and will require further review, rationalisation, and clean-up as part of the project.
9. Could you please confirm the primary delivery location(s) for this engagement (e.g. a specific port, regional office, or Head Office)? This is required to accurately cost travel and accommodation in our pricing schedule, in line with the Notes to Pricing.	The primary delivery location will be Head Office at the Port of Ngqura in Gqeberha. Bidders are to note that the project will be delivered predominantly remotely. Travel will be limited to a small number of project engagements at TNPA’s explicit request. Bidders must also note that the training requires a blended delivery approach (classroom, on-site, eLearning, simulations). Two training workshops will also be required.

Question	Answer
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10. In relation to Annexure B, Sections 1.1 (Previous Company Experience) and 4.1–4.3 (Key Resources Years of Experience): must the qualifying projects be formally scoped and titled as “Skills Audit,” “Strategic Workforce Planning,” or “Feeder Pipeline” initiatives specifically, or will closely comparable large-scale workforce planning, organisational design, capability/skills gap analysis, or HR transformation programmes be considered equivalent for scoring purposes, provided the underlying methodology and deliverables are substantively similar?	The evaluation will not be based solely on the project title. However, bidders must demonstrate direct relevance to the scope of work, and only projects with substantially similar objectives, methodologies, and deliverables will be considered for scoring purposes.
11. The briefing presentation indicates a Price weighting of either 80 or 90 points, with a corresponding Specific Goals (B-BBEE) weighting of either 20 or 10 points. Could you please confirm which weighting split (80/20 or 90/10) applies to this specific RFP?	Transnet will use the lowest acceptable bid to determine the applicable preference point system.