



**BRIEFING MINUTES OF THE NON - COMPULSORY VIRTUAL BRIEFING SESSION HELD
ON 2 FEBRUARY 2022 @10:00 – 11:00 FOR THE FOLLOWING TENDERS:**

Tender Number: SCM/NGR/CRES/17/PTA/SAU/22

REQUEST FOR PROPOSAL (RFP) FOR THE APPOINTMENT OF A SERVICE PROVIDER FOR THE PRE-QUALIFICATION OF A 5GB OR HIGHER CONTRACTORS FOR REFURBISHMENT, ALTERATIONS AND ADDITIONS AT THE STATIONS AND FACILITIES WITHIN SAULLSVILLE CORRIDOR 1 CORDELFOS, REBECCA AND ELEKTRO STATIONS IN THE NORTHERN GAUTENG REGION. TO BE DONE OVER 12 MONTHS CONSTRUCTION PERIOD.

Tender Number: SCM/NGR/CRES/20/PIE/HAR/22

REQUEST FOR PROPOSAL (RFP) FOR THE APPOINTMENT OF A SERVICE PROVIDER FOR THE PRE-QUALIFICATION OF A 6GB OR HIGHER CONTRACTORS FOR REFURBISHMENT, ALTERATIONS AND ADDITIONS AT THE STATIONS AND FACILITIES WITHIN CORRIDOR 3 CLUSTER 2 HARTEESBESPRUIT, MAMELODI GARDENS AND PIENAARSPOORT STATIONS IN THE NORTHERN GAUTENG REGION. TO BE DONE OVER 12 MONTHS CONSTRUCTION PERIOD.

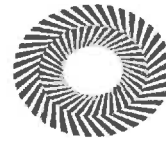
Tender Number: SCM/NGR/CRES/21/KAL/PTA/22

Request for Proposal (RFP) for Appointment of a Service Provider for the Pre-qualification of a 6GB or Higher contractors for refurbishment, alterations and additions at the stations and facilities within Kaalfontein Corridor 2 Irene, Centurion and Pinedene Stations in Northern Gauteng Region, to be done over 12 months construction period,

PROCEDURAL MATTERS

1. OPENING AND WELCOME	CHAIRPERSON (Ms. Khuthazwa Pike)
2. EXPLANATION OF THE BIDDING PROCESS	SCM SPECIALIST (Ms Khuthazwa Pike) & SCM MANAGER (Ms. Bongiwe Sithembile)
3. EXPLANATION OF SCOPE OF WORK/PROJECT SPECIFICATION	PROJECT MANAGER (Mr. Seabata Dinthe)
4. ATTENDANCE REGISTER	BIDDERS
5. CLOSURE	CHAIRPERSON (Ms. Khuthazwa Pike)

1.	OPENING AND WELCOME Chairperson
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2. **EXPLANATION OF THE BIDDING PROCESS** (Point of reference is made to the Presentation that was shared in the briefing session which is also attached hereto).

TENDER INVITATION & DATA

SCM/NGR/CRES/17/PTA/SAU/22

- **Closing Time – 12:00 Midday (Front Page & Page 13 of the RFP)**
- **Closing Date – 21 February 2022 (Front Page & page 13 of the RFP),**
- **Closing date for questions posed by Bidders is 15 February 2022 @ 14:00**
- **Closing date for Bid Clarification Form (consolidated questions & answers) to be sent to Bidders is 17 February 2022 @ 16:00**
- **Tender Closing Venue:** Bid Proposals are to be deposited into a Tender Box situated at Prasa Cres Offices, Dark Grey Building, Corner 546 Paul Kruger & Scheiding Streets, Pretoria
- **Tender Contact Person:** Ms. Khuthazwa Pike via Pikek@prasa.com
- **and Ms. Bongiwe Sithembile via NGR.TenderEnquiries@prasa.com**

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- **Closing Time – 12:00 Midday (Front Page & Page 13 of the RFP)**
- **Closing Date – 24 February 2022 (Front Page & page 13 of the RFP),**
- **Closing date for questions posed by Bidders is 16 February 2022 @ 14:00**
- **Closing date for Bid Clarification Form (consolidated questions & answers) to be sent to Bidders is 18 February 2022 @ 16:00**
- **Tender Closing Venue:** Bid Proposals are to be deposited into a Tender Box situated at Prasa Cres Offices, Dark Grey Building, Corner 546 Paul Kruger & Scheiding Streets, Pretoria
- **Tender Contact Person:** Ms. Khuthazwa Pike via Pikek@prasa.com
- **and Ms. Bongiwe Sithembile via NGR.TenderEnquiries@prasa.com**

SCM/NGR/CRES/21/KAL/PTA/22

- **Closing Time – 12:00 Midday (Front Page & Page 13 of the RFP)**
- **Closing Date for – 28 February 2022 (Front Page & page 13 of the RFP),**
- **Closing date for questions posed by Bidders is 21 February 2022 @ 14:00**
- **Closing date for Bid Clarification Form (consolidated questions & answers) to be sent to Bidders is 23 February 2022 @ 16:00**
- **Tender Closing Venue:** Bid Proposals are to be deposited into a Tender Box situated at Prasa Cres Offices, Dark Grey Building, Corner 546 Paul Kruger & Scheiding Streets, Pretoria
- **Tender Contact Person:** Ms. Khuthazwa Pike via Pikek@prasa.com and Ms. Bongiwe Sithembile via

LIST OF RETURNABLE DOCUMENTS AND SCHEDULE

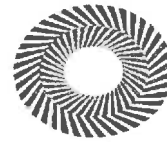
STAGE 1A: MANDATORY COMPLIANCE REQUIREMENTS

Administrative and Substantive Responsiveness

If a supplier / bidder does not submit the following documents the Proposal will be disqualified automatically:

Stage 1A: Mandatory Compliance Requirements

No.	DESCRIPTION OF REQUIREMENT	TICK
a)	Completion of ALL RFP documentation, ALL declarations, ALL Standard Bidding Documents (excluding SBD 6.2-which shall form part of phase two) and Commissioner of Oath signatures required)	



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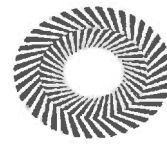
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	<i>Must be completed & duly signed</i>	
b)	Provide evidence of an active CIDB grading/certificate/screenshot of 5 GB or Higher. <i>(PRASA shall verify the active status on CIDB system)</i>	
c)	Letter of Good Standing (i.e., COIDA) (Department of Labour or any other recognized institutions) <i>Must be completed & duly signed</i>	
d)	Joint Venture / Consortium agreement / Trust Deed/ Confirmation in writing of their intention to enter into a JV or consortium agreement signed by all parties should they be awarded business by PRASA through this RFP process (if applicable) A trust, consortium or joint venture (including unincorporated consortia and joint ventures) must submit a consolidated B-BBEE Status Level and CIDB grading Verification Certificate for every separate tender. <i>Must be completed & duly signed</i>	
e)	Bidders to fill and sign the closing /submission register on submission of tender documents, failure to comply will result in a disqualification from the tender process. <i>Must be completed & duly signed</i>	

STAGE 1B: NON-MANDATORY COMPLIANCE /ESSENTIAL RETURNABLE DOCUMENTS

The following documents are non-mandatory and where not submitted, PRASA may request these documents and must be made available at the time of request.

NO.	DESCRIPTION OF REQUIREMENT	TICK
a)	Proof of Company Registration, Certificate of Incorporation or CK1.	
b)	Company Registration Documents	
c)	Copies of Directors' ID documents;	
d)	Valid Tax Clearance Certificate (must be valid on closing date of submission of the proposal) and SARS Issued Pin –	
e)	CSD report / CSD reference number	
f)	Proof of UIF registration	
g)	Proof of Bank Account (i.e. cancelled cheque or Letter issued by the bank)	



EVALUATION METHODOLOGY

The Evaluation criteria for the above tender is categorized as PHASE 1 & PHASE 2 and is as follows:

NB: PRASA is looking to appoint different contractors for different clusters.

The successful contractor will be limited to a single appointment within the different clusters

PHASE 1

First Stage: Mandatory and Non - Mandatory – Compliance Requirements.

Bidders who fail to comply with Mandatory Compliance Requirements will be disqualified automatically.

Second Stage: 70% threshold within the technical/functionality evaluation must be achieved by Bidder.

Bidders who do not achieve the 70% threshold within the technical evaluation will not be further evaluated to the PHASE 2 Third Stage of evaluation which is Local Content & Preferential Point System (Price and B-BBEE)

PHASE 2

Stage Three A: Local Content Declaration

Only Bidders that meet applicable Local content thresholds will be further evaluated on Price & BBEE

BBEEE Level Contributor Proof of minimum B-BBEE threshold of level 1 and

Proof Indicate whether Bidder is an EMEs and/or QSEs who may participate in this RFP:

(Submit Original Valid Sworn affidavit signed by the Commissioner of Oath or an Original / Certified copy of Valid BBEE certificates issued by SANAS Accredited Verification Agency) – A CONSOLIDATED ORIGINAL VALID SWORN AFFIDAVIT SIGNED BY COMMISSIONER OF OATHS OR AN ORIGINAL/CERTIFIED COPY OF VALID BBEE CERTIFICATE ISSUED BY SANAS ACCREDITED VERIFICATION AGENCY IS REQUIRED FOR JOINT VENTURE BIDDERS.

- Price
- B-BBEE

BIDDER ARE REQUESTED TO SUBMIT ENVELOPE 1 ONLY FOR PHASE 1 EVALUATION STAGE

- Envelope 1: Tender Document, Tender Forms, Compliance Returnable Documents and Technical Functionality Response/Bid Proposal [1 original hard copy & 1 USB/Memory Stick]

CLARIFICATION OF TENDER INFORMATION

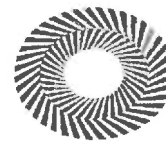
For any clarifications, queries, questions or comments regarding to this tender should be addressed to the Supply Chain Management contact person via email to pikek@prasa.com or

NGR.TenderEnquiries@prasa.com

EXPLANATION OF SCOPE OF WORK/PROJECT SPECIFICATION

The Project Manager unpacked the project specification or Scope of Work, which is embedded on the tender document issued to Bidders via National Treasury e-Tender portal website. The project manager also went through the evaluation criteria advertised; which is categorised as Stage 2 of the evaluation methodology for technical/functionality requirements in the Request for Proposal document.

NB: POINT OF REFERENCE CAN ALSO BE MADE TO THE REQUEST FOR PROPOSAL DOCUMENT UPLOADED/PUBLISHED ON E- TENDER PORTAL WEBSITE

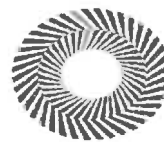


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The following questions were asked by the Prospective Bidders and were responded to by PRASA CRES Representatives:

QUESTIONS	ANSWERS
Will a Bidder be penalised if they come up with a new ideology of proposing an Alternative Building Technology (ABT) in their bid proposal?	➤ Alternative Building Technology (ABT) will be applicable in Turnkey (Main Contractor & Consultants) projects. However, two stages of evaluation will kick in first as the evaluation of these tenders is categorized as PHASE 1 & 2 and PHASE 1 entails: First Stage: Mandatory and Non - Mandatory – Compliance Requirements. Bidders who fail to comply with Mandatory Compliance Requirements will be disqualified automatically. Second Stage: 70% threshold within the technical/functionality evaluation must be achieved by Bidder. Bidders who do not achieve the 70% threshold within the technical evaluation will not be further evaluated to the PHASE 2 Third Stage of evaluation; whereby PHASE 2 entails: Third Stage: which is Local Content & Preferential Point System (Price and B-BBEE). Bidders must first adhere to PRASA conditions/requirements of tender in terms evaluation and MAY include ABT as an additional proposal to what PRASA is requesting.
In terms of Volume 1 and Volume 2 – how many USB's does one need to submit?	➤ As much as PRASA is using a two-way envelope system. In this instance -Bidders are requested to submit Volume/Envelope 1 only which entails – Mandatory and Non – Mandatory Compliance; Technical/Functionality & PRASA Tender Returnable Forms (Bidders must submit 1 original hard copy response and/or 1 electronic version which



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		is in a form of USB clearly marked – Bidder's Name; Company's Address; Tender Description; Tender Number),
	From the tender document pricing schedule/bill of quantities is missing!	There is no Bill of Quantities or Pricing Schedule attached in the Request for Proposal or tender document at this stage of PHASE 1 evaluation; as Pricing Schedule/BOQ will only be provided in PHASE 2 evaluation – that is if a 'Bidder' achieves the requirements of PHASE 1 evaluation.
	When is the closing date of this tender?	Closing dates of all 3 tenders have been stipulated in the tender advert & tender document respectively; as the 3 tenders are not closing on the same date. Bidders are to refer to the RFP documents and look out for these important so as not to miss the closing date and time for submitting their bid proposals.
ATTENDANCE REGISTER As the non - compulsory tender briefing meeting was held virtually, Bidders were requested to forward their Company Name, Contact Name and Contact Details/E-mail address through the virtual meeting chat platform, in order to evidentially prove that Bidders indeed did attend the non - compulsory briefing session. ADDITIONAL INFORMATION • Bidders were requested to download and print out all documents attached on e-Tender website etender.treasury.gov.za • Bidders were urged to sign the submission register that will be available at the Security Gate/Reception Area of Prasa Cres Pretoria Offices before depositing their bid proposal(s) into the tender box. • The Tender Briefing Minutes & Presentation from the SCM Representative will be forwarded to the Bidders who attended the compulsory briefing session		
5. CLOSURE		
Having no other matters to discuss or questions to respond to; the Chairperson thanked everyone who attended the meeting and declared the virtual meeting officially closed.		

Complied by: **Khuthazwa Pike**

Signed By: 
SCM: SOURCING SPECIALIST

Approved by: 
SEABATA DINTHE
(END – USER PROJECT MANAGER)

DATE: 15/02/2022