

	Meeting Minutes Tender Clarification Meeting	Template Identifier	240-54076329	Rev	8
		Effective Date	September 2022		
		Next review date	September 2025		
		Generation			

MPKRI10673GX Tender Clarification Meeting

Meeting Name: COMPULSORY TENDER CLARIFICATION MEETING MPKRI10673GX THE OPERATION AND MANAGEMENT OF THE SEWAGE TREATMENT PLANT AT KRIEL POWER STATION FOR A PERIOD OF 5 YEARS AT KRIEL POWER STATION			
Date:	Time:	Venue:	Meeting No.:
23 May 2023	13h00	MS Teams	MPKRI10673GX

Item	Subject	Decision & Action items	Responsibility	Target date
1.	Attendance Register: - Attendance of the clarification meeting is compulsory and it was requested various times during the meeting that the attendees make use of the “chat box” to reflect the name of the tendering company. The attendance register was downloaded at different times during the meeting. Agenda: The Agenda was displayed with a summary of what will be discussed during the clarification meeting.			
	It to be noted that the contents of the minutes are an overview of what was discussed and highlighted and not the only information of importance. It will form part of the set of invitation documents.			
2.	INVITATION TO TENDER SET OF DOCUMENTS Tenderers to familiarize themselves with the contents of the documents that were published for this tender. The Communication platform is the e-tender portals (www.eskom.co.za and www.etenders.gov.za) and the responsibility of the tenderer to visit regularly for possible updates. Any revised documents after the tender clarification meeting, clarification information and minutes will be uploaded as such. Information as per the latest communication will apply. Also note the Eskom Standard Conditions of Tender 240-62044728 Rev 8.			

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	GENERAL ➤ Invitation is open to all entities. ➤ Tender Closing deadline: 08 June 2023 at 10h00 Eskom Tender Box, Ground Floor, No. 10 Smuts Avenue, Witbank / Emalahleni, Mpumalanga ➤ Basic requirements to submit a tender: ○ Meet the eligibility criteria for a tenderer ○ Submit a complete original tender with commercial, financial and technical information ○ Submit one (1) hard copy of the original tender to Eskom with commercial, financial and technical information (duplication of the original) ○ Submission of the mandatory commercial tender returnables as at stipulated deadlines. ○ Central Supplier Database (CSD) number/registration (MAA.....) ➤ Tender validity of 120 days is requested and if more time is required to complete the process the tenderers will be consulted with for an extension of time on the validity. ➤ All communication to be done in writing per e-mail with reference to the tender number MPKRI10673GX to the Eskom Representative of this tender via e-mail annali.botha@eskom.co.za Tender Clarifications up to 5 working days before tender closing date: To be addressed to the Eskom Representative for this tender. Responses on clarification questions will be published in the same manner the enquiry documents were issued and it is the tenderers responsibility to check the Eskom Tender Bulletin and National Treasury e-tender regularly for updated documents and information sharing.			

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	➤ Validity of documents: Documents with expiry dates to be valid on the day of tender closing. When expiring during evaluation period, a new valid document will be requested. Also note that forms issued as part of this invitation to be completed in full and signed where asked for, to be a valid document. ➤ JV Tenders: JV Tenders to submit a consolidated BBBEE Certificate (not an Affidavit) and a Letter of Intent to form a JV/Consortium. Refer to the SDL&I evaluation criteria. - Specific Goals is referring to the BBBEE Affidavit/Certificate			
	➤ Other • Information in the Invitation to Tender document was highlighted. It is important that tenderers familiarize themselves with the contents and share with those involved compiling the tender for submission. • Submit 2 sets of printed tender documents: one original and one copy. The copy will be used for evaluation purposes – ensure that it is bind properly without loose pages. Do not bind or submit both sets in one file. Mark clearly ORIGINAL and COPY. • The evaluation criteria, weightings and thresholds were discussed. • Do not make changes to the issued documentation. • All commitments at time of contract award will become contractual requirements (Safety Health and Quality, SDL&I, etc).			
3.	EVALUATION CRITERIA The listed items of the different sections were highlighted and the opportunity for all to discuss. The Invitation to Tender Document contains all the information and not only what is reflected in the minutes.			

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	For SDL&I and Commercial mandatory documents are clearly ticked in the “required at tender closing (disqualifiable)”, required at tender closing (non-disqualifiable)” and “required prior to contract award”. It is however preferred that all be submitted at time of tender submission. <table><tr><td>Returnable: required: at: Tender closing: (disqualifiable) *a</td><td>Returnable: required: at: Tender closing: (Non-disqualifiable) **a</td><td>Returnable: required: prior to: Contract Award. a</td></tr></table>	Returnable: required: at: Tender closing: (disqualifiable) *a	Returnable: required: at: Tender closing: (Non-disqualifiable) **a	Returnable: required: prior to: Contract Award. a			
Returnable: required: at: Tender closing: (disqualifiable) *a	Returnable: required: at: Tender closing: (Non-disqualifiable) **a	Returnable: required: prior to: Contract Award. a					
3.1	Commercial - Tenderers to be CSD Registered at time of tender submission on tender closing date. Tax compliant status – tenderer to ensure compliance. - Mandatory documents to be completed in full and signed where signature is required at time of tender closing. Those mandatory for tender submission were discussed and pointed out. - The person signing the tender document pages to be authorized by the tendering company – refer to the Authorisation Form/Board Resolution Letter. - The Annexures referred to under this section are part of the Invitation document - read and complete accordingly. - Due diligence will be done by using the latest audited financial statements. - The acceptance of Corporate Social Investment of 2% per invoice value is requested for initiatives around the Kriel Power Station area and will become a contract obligation. No money will be exchanged - the tenderer will be involved with the relevant Kriel Social Committee to make a selection from the projects available at the time.						

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	Annexure D (CPA for local goods/services): Contract Price Adjustment forms part of your financial offer by submitting at tender closing the structure (portion, description, index = 1.00). No opportunity to submit afterwards or with negotiations. A proposal from Eskom is reflected below that should you not submit, this will apply. <table><tr><td>0.10</td><td>Transport Seifsa Table L2</td></tr><tr><td>0.65</td><td>Labour Seifsa Table C3a</td></tr><tr><td>0.10</td><td>Producer Price Index</td></tr><tr><td>0.15</td><td>Non-adjustable</td></tr></table>	0.10	Transport Seifsa Table L2	0.65	Labour Seifsa Table C3a	0.10	Producer Price Index	0.15	Non-adjustable			
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0.65	Labour Seifsa Table C3a											
0.10	Producer Price Index											
0.15	Non-adjustable											
3.2	Supplier Development Localisation & Industrialisation (SDL&I) ❖ Invitation to tender is open to all entities. ❖ PPPFA Preference Points Claim Form to be submitted to qualify for the BBBEE level points (completed and signed). - An example of a Sworn Affidavit was discussed (published on e-tender portals). It to be noted that a QSE was used for demonstration purposes. Use the correct Affidavit for the relevant status of your business (EME or QSE or DTI). - Unemployed is when no business is taking place. - The affidavit to be completed by the Director/Owner/Member ❖ Skills Development - Tenderer to propose skills development. Eskom proposed 2x Plant Operator Class III											
3.3	Functionality Criteria Evaluation Scoring: a minimum threshold of 70% to be achieved to qualify for further evaluation of the tender that consists out of the following sections:											

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Item	Subject	Decision & Action items	Responsibility	Target date												
	<table><tr><td>Criteria</td><td>Weight</td></tr><tr><td>Previous Experience</td><td>40%</td></tr><tr><td>Resources and Competencies</td><td>20%</td></tr><tr><td>Assurance Requirements</td><td>10%</td></tr><tr><td>Operations</td><td>10%</td></tr><tr><td>Training and Development</td><td>20%</td></tr></table> The requirements are detailed and were clear to all.	Criteria	Weight	Previous Experience	40%	Resources and Competencies	20%	Assurance Requirements	10%	Operations	10%	Training and Development	20%			
Criteria	Weight															
Previous Experience	40%															
Resources and Competencies	20%															
Assurance Requirements	10%															
Operations	10%															
Training and Development	20%															
3.4	Safety, Quality, Environmental The SHEQ criteria's are not mandatory at tender submission. The tenderer to make provision for SHEQ in the planning of the tender. It is requested that as many as possible to be included to not delay the evaluation when omitted documents are requested at a later stage. All info to be relevant to the service of the tender. ❖ Safety: as per listed items. ❖ Environmental: as per listed items ❖ Quality: as per listed items Section A has options: Option 1 (ISO certification), Option 2 (quality management system documentation) This will become contractual requirements in the NEC TSC upon contract award.															
4.	NEC3 TERM SERVICE CONTRACT ➤ Tenderers to familiarise themselves with the contents and clauses of the NEC Term Service Contract document which includes all sections. The contents in general will be contractual requirements. ➤ Mandatory for completion and submission at tender closing: - C1.1 Offer and Acceptance - C1.2 Contract Data (Part Two – Data provided by the Contractor) - C2.2 Price List															

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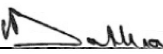
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	➤ C2.2 The Price List Note: at time of the compulsory site inspection (25.05.2023) it was mentioned that the price list will be amended by adding a chemical (Ferric Chloride). REVISION 1 of the NEC TSC will be published and replacing the original NEC document that was published. Tenderers to be submit Revision 1 in order to include this pricing. A reminder that the latest information or documentation published will apply. - Do not retype and submit your own price list – complete the provided in the NEC. ➤ Site Establishment: Standing building and ablution facilities available. Tenderer will determine when site inspection is done. ➤ Chlorine Gas Cylinder Handling Certificate is not required for tender submission however Eskom will give support to Contractor once contract commence to arrange training.			
4.	C3.1 EMPLOYER'S SERVICE INFORMATION The works information is detailed in the NEC and tenderers to familiarise themselves with the contents. A summary of the service was provided and all were clear.			
5.	Compulsory Site Inspection: 25 May 2023 at 12h00 Attendance of the compulsory site inspection (25.05.2023) together with the compulsory tender clarification meeting (23.05.2023) are compulsory to qualify for tender evaluation. All to meet at Kwanala Boardroom for attendance register completion before the group will depart to the site. Recommended PPE: Safety Shoes and Dust Mask			

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Signed as correctly recorded		26.05.2023
	Signature: A Botha Eskom Representative Tender MPKRI10673GX	Date

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