

Name of Meeting:	FOR THE FLUSHING AND CLEANING OF STORM – WATER RETICULATION SYSTEM ON AN “AS AND WHEN” REQUIRED BASIS IN THE PORT OF DURBAN FOR A PERIOD OF THIRTY- SIX (36) MONTHS
Meeting Venue:	MICROSOFT TEAM
Date and time of the Meeting:	30 NOVEMBER 2023 @ 10:00 am

In Attendance

Name
Winile Xhakaza (WX)
Nokusa Mkhwanazi (NM)
Dhesigan Pillay (DP)
Refer to Annexure B- Attendance Register for the complete list of all the meeting attendees

Opening and welcome

WX welcomed all attendees and thanked them for taking time to attend the non-compulsory briefing session, further introduced herself as the procurement lead for this project and requested all attendees to introduce themselves starting with Transnet colleagues and prospective bidders.

Confirmation of the agenda

WX Machi took the attendees through the agenda.

Rules of engagement

(WX) noted that this briefing session is non-compulsory and was voice recorded. Bidders who failed to attend will not be disqualified.

(WX) requested that all bidders remain for the entire duration of the briefing session as important information pertaining to the RFP would be presented, and further stated that the briefing session presentation will be uploaded to the Transnet e-tender portal and NT etender portal. For full details on the session rules of engagement (**Refer to Annexure A-The Briefing Session Presentation**).

Project background and overview

(NM) gave attendees the background of the project at high level as per the scope of work.

Procurement process / Tender Process

(WX) presented information on the tender process and highlighted all the sections and annexures and key emphasis on closing date, returnable mandatory returnable.

Emphasis was made on the process of tendering and Tenderers were advised that they are required to ensure that electronic bid submissions is submitted timeously to prevent issues which they may encounter due to their internet speed, bandwidth or the size of the number of uploads they are submitting. Transnet will not be held liable for any challenges experienced by bidders as a result of the technical challenges. Please do not wait for the last hour to submit. A Tenderer can upload 30mb per upload and multiple uploads are permitted.

(WX) took bidder through all the steps of the evaluation methodology stages asked bidders to ensure that they submit valid mandatory returnable, allocation of specific goals and the importance to submit timeously as late submissions will not be considered. For full details on the Tender Process. **(Refer to Annexure A-Briefing Session Presentation).**

Technical Scope & requirements

(NM) took bidders through the scope of work and each line item in the Bill of Quantities.

(NM) advised bidders on the minimum threshold which is 60 points for bidders to progress to the next evaluation stage. And further took bidders through the key elements that will be evaluated, which are:

Company Experience	20 points
Qualification & CVs of Key Personnel	10 points
Confined space certificate	10 points
Water Jetting certificate	10 points
Availability of equipment	10 points

Safety

Method Statement	10 points
Risk Assessment	10 points

Policy, Organisation and Safety and Health Management Involvement 10 points

Environment

Environmental Management Plan (EMP) 10 points

Bidders were advised to thoroughly peruse the RFP document in order to be familiar with the evidence (proof) to be submitted for each criteria.

(WX) drew bidders' attention to the Water jetting certificate criteria on the score of 60 as it was tenderer has submitted 3 training certificate for handling hazardous material, she advised that the addendum has been issued and has been uploaded on the Transnet and National Treasury portal.

(Refer to Annexure A-Briefing Session Presentation)

Questions and Answers

Questions and answers received during the briefing session	
Bidders were given an opportunity to ask questions or clarify issues as they required:	
Q1	Referring to the document work specifications, it requires tenderer to make arrangement for induction and accesses to other company sites where stormwater system runs through. Will we be getting a map for us to arrange these inductions and to see what the requirements are?
A1	Yes, once awarded the successful bidder will get all information and will liaise with the project leader.

Closure

(WX) thank the attendees for attending and declared the meeting adjourned.

Name	Signature
Compiled by: Winile Xhakaza	
Reviewed by: Nokusa Mkhwanazi	

ANNEXURE A-BRIEFING SESSION PRESENTATION

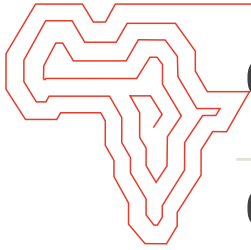


NUMBER:TNPA/2023/09/0005/42454/RFP

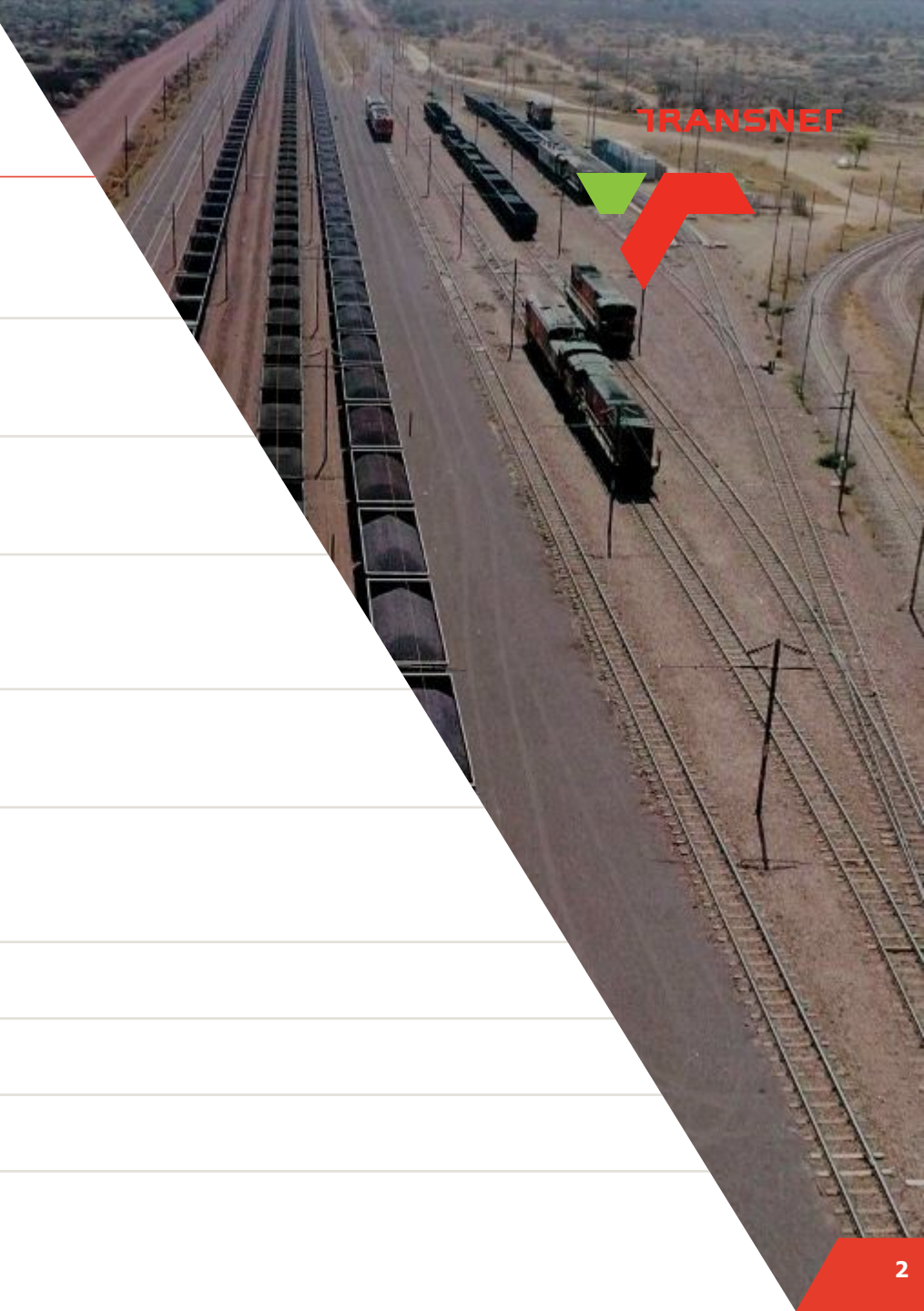
FOR THE FLUSHING AND CLEANING OF STORM – WATER
RETICULATION SYSTEM ON AN “AS AND WHEN” REQUIRED BASIS IN
THE PORT OF DURBAN FOR A PERIOD OF THIRTY- SIX (36) MONTHS

NON-COMPULSORY BRIEFING SESSION – 30 NOVEMBER 2023

AGENDA



01	Welcome and introduction	Winile Xhakaza
02	Safety brief	Winile Xhakaza
03	Session rules of engagement	Winile Xhakaza
04	Project background and overview	Nokusa Mkhwanazi
05	Procurement process	Winile Xhakaza
06	Scope of Work and Technical Evaluation criteria	Nokusa Mkhwanazi
07	Pricing Schedule	Nokusa Mkhwanazi
08	Questions	Winile Xhakaza
09	Closing	Winile Xhakaza



SESSION RULES OF ENGAGEMENT (1/2)



- This briefing session is non-compulsory, bidders failing to attend the non –compulsory clarification meeting will not be disqualified
- Bidders are requested to remain for the entire duration of the briefing session as important information pertaining to the RFP will be presented.
- An approximate time allocation is 2 hours.
- This session is being voice recorded.
- An opportunity for Clarification questions will be provided after the briefing session.

SESSION RULES OF ENGAGEMENT (2/2)



- All Clarification questions will be recorded, and the answers will be consolidated and will be uploaded onto the Transnet e-tender portal and National Treasury etender portal.
- Any additional clarification questions hereafter will be accepted by TNPA before 12h00 on 07 December 2023.
- After the closing date of the RFP, a Respondent may only communicate with TNPATenderEnquiriesER@transnet.net on any matter relating to this RFP.
- A copy of this presentation will be uploaded onto the Transnet e-tender portal and National Treasury etender portal.

Project background and overview



Procurement Process



TENDER SUBMISSION (1/3)



The tender closes at the Transnet e-Tender Submission Portal: www.transnet.net on Thursday 13 December 2023 at 14:00.

TENDER SUBMISSION Transnet has implemented a new electronic tender submission system, the e-Tender Submission Portal, in line with the overall Transnet digitalization strategy where suppliers can view advertised tenders, register their information, log their intent to respond to bids and upload their bid proposals/responses on to the system.

- The Transnet e-Tender Submission Portal can be accessed as follows:
- Log on to the Transnet eTenders management platform website (<https://transnetetenders.azurewebsites.net>);
- Click on "ADVERTISED TENDERS" to view advertised tenders;
- Click on "SIGN IN/REGISTER – for bidder to register their information (must fill in all mandatory information);
- Click on "SIGN IN/REGISTER" - to sign in if already registered;
- Toggle (click to switch) the "Log an Intent" button to submit a bid;
- Submit bid documents by uploading them into the system against each tender selected.



- Tenderers are required to ensure that electronic bid submissions are done at least a day before the closing date to prevent issues which they may encounter due to their internet speed, bandwidth or the size of the number of uploads they are submitting. Transnet will not be held liable for any challenges experienced by bidders as a result of the technical challenges. Please do not wait for the last hour to submit. A Tenderer can upload **30mb** per upload and multiple uploads are permitted.
- The tender offers to this tender will be opened as soon as possible after the closing date and time. Transnet shall not, at the opening of tenders, disclose to any other company any confidential details pertaining to the Tender Offers / information received, i.e. pricing, delivery, etc.

TENDER SUBMISSION (3/3)



- Submissions must not contain documents relating to any Tender other than that shown on the submission

Late bids will not be accepted.

SUBMISSION OF DOCUMENTS



- Bidders must submit all mandatory returnable document, schedules and supporting documents.
- Bidders must submit a fully completed Bill of Quantities.
- Bidders must submit a valid schedule trades and occupations bylaw permit by eThekweni Municipality.
- Bidders must submit a tendered price in the form of offer and acceptance which is fixed and firm for the duration of **180 business days** from closing date.

CONTENTS OF THE RFP (1/3)



The tender documents issued by the employer comprise of:

SECTION 1: SBD1 FORM

SECTION 2 : NOTICE TO BIDDERS

SECTION 3: BACKGROUND, OVERVIEW AND SCOPE OF REQUIREMENTS

SECTION 4: PRICING AND DELIVERY SCHEDULE

SECTION 5: PROPOSAL FORM AND LIST OF RETURNABLE DOCUMENTS

**SECTION 6: CERTIFICATE OF ACQUAINTANCE WITH RFP, MASTER AGREEMENT
& APPLICABLE DOCUMENTS**

SECTION 7: RFP DECLARATION AND BREACH OF LAW FORM

CONTENTS OF THE RFP (2/3)



SECTION 8: RFP CLARIFICATION REQUEST FORM

SECTION 9 : SPECIFIC GOALS POINTS CLAIM FORM

SECTION 10: PROTECTION OF PERSONAL INFORMATION

CONTENTS OF THE RFP (3/3)



RFP ANNEXURES

ANNEXURE A SPECIFICATIONS

ANNEXURE B MASTER AGREEMENT

SCHEDULE 1-SCHEDULE OF REQUIREMENTS

ANNEXURE C TRANSNET'S GENERAL BID CONDITIONS

ANNEXURE D TRANSNET'S SUPPLIER INTEGRITY PACT

ANNEXURE E NON-DISCLOSURE AGREEMENT

ANNEXURE F TECHNICAL EVALUATION



Step 1 - Administrative responsiveness

- Whether the bid has been lodged on time.
- Whether all Returnable Documents were completed and returned by the closing date and time.
- Verify the validity of all Returnable Documents.

Step 2 - Substantive responsiveness

- Whether the Bid contains a Financial offer i.e bidder submitted completed Section 4: Pricing And Delivery Schedule.
- Whether bidder meet Technical Pre-qualification Criteria/minimum requirements and submitted a copy of valid schedule trades and occupations bylaw permit by eThekweni Municipality.



Step 3 - Functionality:

The minimum qualifying score for functionality is **60 points** and is discussed in detail in the Technical Presentation.

Company Experience **20 points**

Qualification & CVs of Key Personnel **10 points**

Confined space certificate **10 points**

Water Jetting certificate **10 points**

Availability of equipment **10 points**

Safety

Method Statement **10 points**

Risk Assessment **10 points**

Policy, Organisation and Safety and Health Management Involvement **10 points**

Environment

Environmental Management Plan (EMP) **10 points**



Only those tenderers who obtain the minimum qualifying score for functionality will be evaluated further in step 4 in terms of price and the applicable specific goals.

Step 4 - Financial offer and Specific goals

Preference Points system is as follows:

- ✓ Price(80); and
- ✓ Specific goals (20)
 - B-BBEE Status Level of Contributor 1 or 2 **(10)**
 - 51% Black owned EMEs/QSEs **(05)**
 - 30% Black women Owned entities **(05)**
 - Non-Compliant and/or B-BBEE Level 3-8 contributors **(0)**



Step 4 - Financial offer and Specific goals

Specific goals acceptable evidence

Specific Goals	Acceptable Evidence
B-BBEE	B-BBEE Certificate / Sworn- Affidavit (in case of JV, a consolidated scorecard will be accepted) as per DTIC guideline
30% Black Women Owned Entities	B-BBEE Certificate / Sworn- Affidavit (in case of JV, a consolidated scorecard will be accepted) as per DTIC guideline
EME or QSE 51% Black Owned	B-BBEE Certificate / Sworn-Affidavit

***** a score of zero will be allocated should a bidder fail to provide evidence in the form of a B-BBEE certificate**



Step 5 – Post Tender negotiation

- Bidders are to note that Transnet may not award a contract if the price offered is not market related.
- In this regard, Transnet reserves the right to engage in PTN with the view to achieving a market-related price or to cancel the tender. Negotiations will be done in a sequential manner i.e.:
 - First negotiate with the highest ranked bidder or cancel the bid, should such negotiations fail,
 - Negotiate with the 2nd and 3rd ranked bidders (if required) in a sequential manner.



Step 6 – Award of Business and conclusion of contract

- Immediately after approval to award the contract has been received, the successful bidder(s) will be informed of the acceptance of his/their Bid by way of a Letter of Award. Thereafter the final contract will be concluded with the successful Respondent(s).
- A final contract will be concluded and entered into with the successful Bidder at the acceptance of a letter of award by the Respondent.

CLOSING DATE AND TIME



Closing date: **13 December 2023**

Closing time: **14H00**

Location:

Transnet e-tender management portal : www.Transnet.net

TRANSNET



Thank you

ANNEXURE B - ATTENDANCE REGISTER

1. Summary	
Meeting title	NON-COMPULSORY BRIEFING - FOR THE FLUSHING AND CLEANING OF STORM – WATER RETICULATION SYSTEM
Attended participants	25
Start time	11/30/23, 9:33:58 AM
End time	11/30/23, 10:57:46 AM
Meeting duration	1h 23m 47s
2. Participants	
Name	Email
Winile Xhakaza [Transnet Eastern Region]	Winile.Xhakaza@transnet.net
Tenders	tenders@spilltech.co.za
Mpume Mvuyane (Royal Waste) - (Guest)	admin@royalwaste.co.za
Nokusa Mkhwanazi [Transnet NPA DBN]	Nokusa.Mkhwanazi@transnet.net
KG636	opsplanner@gangaplumbers.co.za
RAYLIN 1 STOP(SATISH)	lintin@raylin.co.za
Beverly Mungar	rylanashwin@gmail.com
STHEMBILE(INKWAZI INDUSTRIAL SERVICES)	Info@inkwazi.org
Peptha Projects	info@pepthe.co.za
Nozipho Radebe	nozipho.radebe@spilltech.co.za
Vele Gumbi	
Dhesigan Pillay [Transnet NPA DBN]	Dhesigan.Pillay@transnet.net
sam.hlatshwayo60@gmail.com	sam.hlatshwayo60@gmail.com
Shemuntu And Sons	lukhozi@icloud.com
Dez Cloete (Guest)	admin@zmkenterprise.co.za
SHIRLEY GANISO	sbu@umuhlwa.co.za
Shani Ackerman	admin@zmkenterprise.co.za
Peptha Project	info@pepthe.co.za
SIBONISO MNGUNI	nomasonto@amavuso.com
nhlokomo89@gmail.com	nhlokomo89@gmail.com
siyaphumelela plumbing	Siyaphumelelaplumbing@gmail.com
649051125	
Bonginkosi	bonginkosi.h@gmail.com
NOMS	
BONGINKOSI	