

	Meeting Minutes Template	Template Identifier	559-104411519	Rev	1
		Effective Date	July 2024		
		Next review date	July 2027		
		Tactical Sourcing			

Meeting Name: Non-compulsory Clarification meeting

LEASE OF OFFICE SPACE FOR STIKLAND FOR 60 MOTHNS.

Date:	Time:	Venue:	Meeting No.:
05 March 2025	10h00	MS Teams	01/2025

Item	Subject & salient points	Decisions & Action items	Responsibility	Target date
1.	Opening: 1.1 Welcome The chairperson welcomed everyone. 1.2 Apologies and quorum 1.3 Adoption of the Agenda	Chair welcomed everyone and advised that the meeting will be recorded for the purposes of taking minutes or audit purpose. No Apologies The agenda was acknowledged and accepted.	Chair	05/03/2025
2.	Safety and Emergency Evacuation Procedure	The meeting was held via MS Teams. All attendees confirmed that they know Emergency Evacuation for their venues.	Chair	05/03/2025

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3.	Declaration of interest	There was no conflict of interest to declare.	All	05/03/2025
4.	Verification of minutes of previous meeting/s	No previous meeting		
5.	Matters for discussion			
6.1	SDL&I undertaking	SDL&I Requirements: Our mandate is to achieve maximum and sustainable local development impact through leveraging Eskom procurement spend in a minute that allows flexibility within the business in order to accommodate govern local development initiatives and policies. Our key performance areas, 1st is skills Development and it is aimed at increasing the skill space to the number of South African workers in areas relevant to energy sector and where there is a national scarcity of skills. 2nd is local content utilization of transmission spend to develop South African based suppliers	All	05/03/2025

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		and manufacturers by ensuring local content is in line with the DTI designated commodities and is added to. 3rd is industrialization. Utilization of Eskom and supplier spend to foster the establishment of new competitive industry in the transmission sector. The 4th one is employment and job creation. Creation of new jobs by suppliers as a direct result of transmission business. The last one is supplier development, providing a platform to develop emerging suppliers and Further contribution to local development opportunities for national and international suppliers. Prequalification is no longer available; however, it is important that the supplier submit the valid BBBEE or sworn affidavit. In order to score the points on evaluation, for example 80 for price and 20 for a valid BBBEE certificate or sworn affidavit. BBBEE certificate must be valid at the time of tender verification and must be SANAS accredited. Eskom is longer accepting the		

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		BBBEE certificate comes from accounting officers. In case you have submitted incorrect sworn affidavit or BBBEE you will be evaluated; you will score 0 and then if you become successful you will request to submit a valid one before the contract award. It is very important that the supplier to comply to the above-mentioned requirement. NTCSA is proposing that the successful supplier should find a bursary to a university student, 3 at least. So if you become successful, we are requesting that you at least find a learner at a university. Eskom target is 3. Remember, this will also be negotiated with the successful supplier on awards. The next slide is about the monitoring of SDL & I implementation schedule to be submitted within a month of contract signing quarterly or monthly reports on progress of implementation of SDL&I to be submitted to the SDL&I penalty of 2.5 retention or performance bond this 2.5 is going to form part of your contract based on your proposal from my previous slide.		

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		Please propose something that is realistic on your company, because this is going to form part of your contract whereby you will be expected to perform according to your proposal No other questioned asked.		
6.2	Commercial requirements	The tender number NTCSA1240SLR Duration is 60 months Closing date: 25/03/2025 Closing time: 10h00 am South African standard time. NB: Your tender submission should have a thorough index and reference all documentation submitted. Tender documentation should be neatly filed / bound. NB: Eskom Enterprises reserves the right to cancel this enquiry process at any time prior to entering into any contract that may result from this process and will not accept or incur any liability for such cancellation.	All	05/03/2025

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		No late tender will be accepted. It is the responsibility of the supplier to check the Tender Bulletin for updates and to ensure they are response to the tender, provide the information communicated also through the tender bulletin. Please note the tender validity is going to be 90 days and then we may ask you to extend beyond the 90-day period due to delay on evaluations. NB, the onus is upon to the supplier to ensure that the tender reach the tender office On prior to the due date time when making use of the post or Courier services. NB: Eskom employees are not permitted to deposit any tender into the Eskom tender box on behalf of the tenderer or supplier. Tender office open from 7h:30 until 4 pm Monday to Friday. Closing time for clarification and queries is 5 working days before the deadline for tender submission. All queries to be directed to the		

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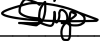
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		Procurement Practitioner. Please separate files as follows: ➤ Commercial File include SDL&I undertakings ➤ Technical File ➤ Environmental File NB: In addition, do include soft copy (USB) with all your tender files.		
6.3	Scope of Work (Technical)	Technical evaluations and scope of work were discussed in the meeting. No other questions were asked.	All	Ongoing
6.4	Environmental Requirements	No questions were asked during the meeting.	All	Ongoing
7.	General	Not applicable		
8.	Closure Next meeting not applicable	Closing remarks : Colleagues, thank you very much for your time and I do hope that you did take note of the critical things that are important for this transaction, which is the mandatory requirements both commercial as well as technical. Also that you do take note of the		

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		closing time. We emphasize it colleagues because it is important that you stick to the time you can submit your tango day before the closing date. But just make sure that you submit before 10:00 o'clock. Colleagues, thank you very much to everyone that is attending and for your participation. We're looking forward to getting your tender documents on the 25th of March 2025. Thank you. Meeting adjourned.		

Signed as a correct record: 
Chairman

Date: 05 March 2025

Minutes support by: 
Fiona Walters
End-user

Date: 05 March 2025

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