

TRANSNET NATIONAL PORTS AUTHORITY

SUBJECT	COMPULSORY BRIEFING MEETING
TITLE	TNPA/2026/07/0004/114622/RFP: FOR THE CONSTRUCTION OF OPERATIONAL FACILITIES FOR THE INFRASTRUCTURE MAINTENANCE DEPOT AT THE PORT OF SALDANHA FOR A PERIOD OF TWELVE (12) MONTHS
VENUE	Bayvue Centre, Marine Drive, Saldanha
DATE	13 August 2026
TIME	10:00

ITEM	DESCRIPTION	
1.	Opening and Welcome	Bhatisani Widzani (BW)
	BW welcomed all present to the compulsory briefing session and emphasized the importance of completing the attendance register.	
2.	Safety Briefing / Evacuation Procedure	Sinovuyo Ngobese (SN)
	SN conducted the safety briefing.	
3.	In Attendance	All
	All present were instructed to ensure that they complete the attendance register clearly as a (See attached attendance register)	

ITEM	DESCRIPTION	
4.	Introductions	Bhatisani Widzani (BW)
	BW introduced herself and her role in the project. She further gave an opportunity to the TNPA project team to introduce themselves and the role they will be playing in the procurement event. PM encouraged the tenderers to stay for the whole duration of the briefing as the Certificate of Attendance T2.2-01 will only be signed at the end of the meeting.	
5.	Project Background and Scope of Works	Sinovuyo Ngobese (SN)
	SN took all in attendance through the scope of works and project background. (See attached presentation)	
6.	Tendering Process & Tender Evaluation Procedure	Bhatisani Widzani (BW)
	BW gave a detailed overview of the stages of evaluation that each Tenderer will undergo during the tender process and emphasized the importance of submitting mandatory information to proceed to the various stages of evaluation. BW also emphasized the importance of completing and returning the returnable documents under section T2.2 on the RFP. PM stated that the tender offer validity period is 12 weeks from the closing date (see attached presentation)	
7.	Technical Evaluation/Functionality	Project Team
	The Project Team gave a detailed overview of the technical criteria and encouraged Tenderers to pay close attention to the scoring guide to maximise their chances of scoring higher points. (see attached presentation)	

ITEM	DESCRIPTION	
8.	Specific Goals	Salathiso Xoxo (SX)
	SX presented the applicable specific goals and evidence to be submitted for claiming preference points for each specific goal in this tender. He further demonstrated the indicators that the Supplier Development team looks at when evaluating a Tenderers BBBEEE valid certificate or Sworn Affidavit. (see attached presentation). Tenderers were advised to ensure that if 3 rd parties are involved in acquiring the companies BBBEE they ensure compliance of their certificates as per the presentation.	
9.	Contract Data	Bhatisani Widzani (BW)
	BW briefly explained that the form of contract to be used for this RFP is NEC ECC with option B. Tenderers are encouraged to go through the contract and should they require any further clarity they should send this via the tenders enquiries email address (See attached presentation)	
10.	Bill of Quantities	Bukho Nqeketo (MM)
	BN took the tenderers through the pricing instructions contained in section C2.1 on the RFP. He further took the tenderers through the section summaries contained on the BOQ. It was further emphasised that Tenderers must go through the whole BOQ and ensure that it is fully priced. (see attached presentation)	
11.	Recap/Conclusion	Bhatisani Widzani (BW)
	PM highlighted all that is required for a successful bid and urged Tenderers to be cognisant of the closing date and not to wait up until the last minute to upload their bids on the e-Supplier portal. Tenderers were requested that questions should be e-mail to TENDERENQUIRIES3@transnet.net where a formal response will be sent out to all the attendees of the compulsory briefing. Tenderers were notified that the closing date of tender is 28 August 2026 @ 4pm and the last day for questions will be five working days before the closing date.	

ITEM	DESCRIPTION	
12.	Questions and Answers	All
	Q. in terms of the buildings, the roof sheeting and the flashlights, what is the specification you are looking for? what type of roof that is required. A. The response was to verify the question and share it with everyone. Therefore, the response is as follows: ➤ The sheeting to be from pre-painted (charcoal) aluminium roof sheeting. ➤ The flashings, gutters and downpipes to be from pre-painted (charcoal) aluminium. Q. With regards to end rails, would you prefer the one to end rail or palestrade A. The response was to verify the question and share it with everyone. Therefore, the response is as follows: <i>Hot-dip galvanised Mild Steel Handrails to be manufactured from suitable structural-quality steel and mechanically formed/fabricated to produce straight, true and rigid handrails, comprising of:</i> • Continuous top handrail. • Intermediate/knee rail(s) where required. • Vertical stanchions at centres to suit the manufacturer's standard system and structural requirements. • Ball-and-tube proprietary connectors. • Proprietary bends, tees, closures and end fittings. • Base plates and mechanical/chemical anchors appropriate to the supporting structure. • All brackets, bolts, nuts, washers and sundry fixing accessories. • Returned or closed ends where required for safety. • Smooth, continuous and snag-free finished surfaces. <i>Handrail and balustrade heights, openings and configuration shall comply with the National Building Regulations and applicable SANS requirements, including SANS 10400-B and SANS 10400-D where applicable. SANS 10400-D specifically addresses safety provisions associated with changes in level and ramps</i> Q. we understand that we are supposed to design and supply the carports. Do you guys have something in mind, or is it supposed to be something similar to what you guys have on site already? See, like the ones that you have outside A. The picture below illustrates the concept of a carport.	

ITEM	DESCRIPTION	
	 ➤ Structure: Galvanised Steel columns and beams (Painted in charcoal enamel paint) to be designed, specified and certified by the contractor's Engineer. The service provider should consider the provision for solar panels in the structural design loading of the carport roof. Please note that the solar panels are not included in the current scope of work. ➤ Sheeting: 0.8mm Chromadek sheeting (IBR profile), charcoal on the outside and grey on the inside to match the existing sheeting on the building. Q. What time will the tender close? A. at 16:00 Q. if you submit early then you notice there something that your document needs to be changed, will that mean if I submitted, can I then rectify my document and then resubmit?	

ITEM	DESCRIPTION	
	A. If you submit early before the closing date you will be able to rectify your document and resubmit. Q. Do we have to sign all pages of the tender document? A. Please sign all your tender documents Q. So, in terms of the BOQ, are we required to write it out working with Excel to PDF? A. Submit a legible BOQ from Transnet and an excel spreadsheet will be sent out to attendees. Q. When will be the excel BOQ be sent to bidders. A. The BOQ will be sent on the 17th of August 2026 Q. In case e of a Joint Venture, both companies should be registered on the Transnet System A. One of the parties can be registered, one that attended the briefing session Q. Can we submit a Gant or PERT Chart A. Yes, however, it is not a requirement. Q. will there be a need for a Professional registration for the Environmental Officer on the site. A. No, It is not a requirement Q. Can you use the same resource eg construction Manager and project Manager for scoring A. No Q. In terms of the company experience, what do you consider to be relevant experience, can I then submit a project where I constructed the structural building? What will be considered as similar A. Projects involving similar disciplines, including structural, civil, and electrical works, may be considered comparable. However, reference letters covering only one discipline will not be considered, as they do not adequately demonstrate the bidder's experience and capacity across all the required disciplines.	

ITEM	DESCRIPTION	
	Q. Will refurbishment of buildings be considered a similar experience? And will there be an amount attached to the projects? A. No, refurbishment works will not be regarded similar in nature. Q. In Terms of professional registrations, will you need the actual certificate or the registration number/renewal of certificate will be sufficient. Yes, a valid certificate will be required. Any other information submitted will also be considered, but the information will be verified to ensure that it meets the required compliance standards.	
13.	Site Walk	All
	All interested tenderers were invited to the site walk.	



Bhatiani Widzani (BW)
Commodity Specialist
For and on behalf of Transnet National Ports Authority (An operation division of Transnet SOC Limited)