

MINUTES OF THE COMPULSORY INFORMATION/CLARIFICATION BRIEFING/SITE VISIT

MEETING NO:1/2026	RFP Minutes of RFP: ES TFR/2026/08/0002/114634/RFP		
PURPOSE OF MEETING	Clarification of the RFP	DATE, TIME & VENUE	2025-10-14 11.15 am Turfgrond site Waited at the Marikana Police Station from 10h00 am till 10h30. From 10h30 am proceeded to Turfgrond substation
CONVENOR	Edwin Senne		012 315 3083
PRESENT ATTENDEES OF TFR AND RESPONDENTS/BIDDERS	TRIM SCM-Edwin Senne & Michael Ramusandiwa TRIM Koedoespoort-Oageng Pholo Bidders who attended the briefing attached.		
APOLOGIES	None		
START TIME OF THE MEETING	11H00 am Started: 11H15 am- Meeting delayed by 15 minutes. 11:20 am (Attendance register circulated)		
<u>KEY POINTS UNDER DISCUSSION</u>	<u>1. Introduction and opening of the meeting by Edwin Senne</u> 1.1 Welcoming and opening remarks. 1.2 Commercial matters of the RFQ. 1.3 Technical matters of the RFQ 1.4 Other matters/issues arising. 1.1 Welcome and opening remarks: 1.1.1 Edwin Senne welcomed and declared the meeting open @11:15 am 1.1.2 Attendance register circulated, and attendees informed to complete their details in full, clear and correct. 1.1.3 Informed all those attendees arriving late will be accommodated, as long the briefing is still in progress.		

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1.2. Matters under commercial: (Edwin)

Addressed the commercial matters of the RFP document.

1.2.1 The RFP commercial matters as addressed.

Project description made known and clear to contractors

The opening and closing date and time indicated as mentioned on the RFP document 07 October 2026 and to close on 21 October 2026 at 10h00am and the bid validity period made clear to all that is 12 weeks from the date of bid closing. Bid validity period is for bid proposals received, in the event that the evaluations are not finalised after before the end 12 weeks, bidders will be requested for an extension of the bid validity period.

1.2.2 Bidders informed that clarification briefing is compulsory, and no bidder can submit bid if they did not attend compulsory clarification briefing.

Representatives must be present no attendance certificate will be signed for representatives not present.

1.2.3 Certificate of attendance for compulsory clarification briefing to be signed when the briefing is adjourned.

1.2.4 Indicated to the bidders that they must pay attention and take note of the tender eligibility requirements from stage one to stage 3.

1.2.4.1 Eligibility with regards to attendance of the compulsory clarification meeting- Certificate of compulsory briefing to be signed by the bidders and co-signed by Transnet Freight Rail representative.

1.2.4.2 Eligibility with - CIDB requirements 4 EP or higher class

Once the above mentioned is complied with contractors will proceed to the stage of eligibility criteria on functionality The minimum technical threshold of 80 points must be scored out of 100 points.

The following technical evaluation criteria will be considered and scored.
Each carries a sub weight of 25 points

- T2.2-2 Relevant Experience

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- T2.2-3 Major Workshop Required Resources
- T2.2-4 Workshop Personnel
- T2.2-5 Method Statement

Each evaluation criteria will be assessed in terms of scores of 0, 20, 40, 60, 80 or 100. The scores of each of the evaluators will be averaged, weighted and then totalled to obtain the final score for functionality, unless scored collectively.

When contractors achieve a score of 80 points they will move to the next stage of evaluation which is Price and Specific goals.

Eligibility on Price and Specific Goals.

- Bidders will progress to further evaluation on Price and Specific Goals 80/20.

1.2.5 C3.1 Price list to be completed in full and the arithmetical errors to be corrected before the submission of the RFP. Indicated to the bidders that they must complete the pricing schedule which is a mandatory requirement.

1.2.6 It was further mentioned to the bidders that they must go through the whole RFP document read and understand it before completing it and to sign where it is necessary and initial all pages.

1.2.7 Tender documents must be submitted on or before 21 October 2026 at 10h00 am and submission portal is provided for in the RFP document. The Transnet e-Tender Submission Portal:

(<https://transnetetenders.azurewebsites.net>)

No late submissions will be accepted, e-mailed or faxed proposals no acceptable.

Q&A under commercial

1. How will BBBEE specific affect the scoring if my company does not possess the following:

1;1 Entities that are at least 30% Black women Owned 5

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1.2 Entities that are at least 50% Black youth Owned 5

1.3 Entities owned by people living with disabilities 5

You will score less points or marks in terms Specific goals which is 20 points. It does not affect your eligibility to tender.

2. Given the requirements for a low bed truck and looking at the access road to the site which requires assessment and permits from our potential supplier/s for the low bed truck, would you consider an extension of the closing date to allow us to get quotes before we submit our final bids as we deem the closing date and time to be of a shorter period.

Your request will be submitted for further consideration as this matter involves governance and compliance and you will get feedback which will be made available on the Transnet e-tender portal.

3 How do we price for a low bed truck since the area to the site will give us challenge in relation to accessibility or will Transnet make some means to clear the area around the site for access.

It is not upon us to tell you how you must quote; the pricing depends on the contractors by looking at various factors that could impact on the final quote. The area to the site does not belong to Transnet. Means can be looked at to the site area if it can be cleared for accessibility.

1.3. Matters under technical :(Oageng Pholo)

1.3.1 Addressed in detail the RFP technical matters.

1.3.1.1 The scope of requirements and pricing schedule clarified in detail. It was indicated to the Respondents to read through the scope of requirements/service information thoroughly to understand the RFQ requirements.

Technical Issues – Oageng Pholo

1.3.1.2 The scope of work and price list was explained and discussed

1.3.1.3. The bill of quantity was explained and rectified for bidders as the to understand the duplicate for the last two items.

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	1.3.1.3 Bidders were explained that they work to on refurbishing the transformer and conduct all necessary tests. Questions 1. Will Transnet clear the service road for the lowbed to have access as the road seems impossible to access using lowbed. The service road does not belong to Transnet; it belongs to municipality which can be engaged. 2. Bidders explain that the period for closing tender is little considering that they need first obtain quotes from suppliers and mostly takes time to get hold of them. An enquiry will be done for extension request. 3. Bidders wanted to know about the road construction in Marikana when the project is ending since they need to use road from town to substation. Information can be obtained from the local municipality. <u>1.4. Other matters arising</u> Clarification was sought for a closing date extension. Request for consideration will be addressed with compliance section on governance of tenders and feedback will be provided on the Transnet E-tender portal. Keys to the Turfgrond substation were not available, however it was indicated that the picture of the name plate will be made available to the contractors on Transnet E-tender portal.
	12H50 PM meeting adjourned and certificates of attendance signed for all.
Compiled by	Edwin Senne Supported by Technical-Oageng Pholo
Signature	