

**MINUTES OF NON COMPLUSORY CLARIFICATION MEETING FOR RFP NO.:
TNPA/2023/11/0021/50266/RFP**

REQUEST FOR PROPOSAL (RFP) FOR THE SUPPLY, DELIVERY, TESTING AND COMMISSIONING OF CLASSIFICATION SOCIETY REGISTERED GRAB HOPPER DREDGER WITH A HOPPER CAPACITY OF 750M³, MOUNTED WITH A MARINE EXCAVATOR CAPABLE OF LIFTING AN 8M³ BUCKET FILLED WITH SPOIL AT A MINIMUM RADIUS OF 20M.

IN ATTENDANCE:

Transnet National Ports Authority (TNPA) representatives:

1. Sisanda Msi (SM): Procurement Lead
2. Trinesh Governder (TG): Project Manager
3. Salathiso Xoxo (SX): Supplier Development Specialist
4. Tshegofatso Motlhake (TM): Governance, Monitoring and Compliance Specialist
5. Mbalenhle Gwala (MG): Governance, Monitoring and Compliance Specialist
6. Saloshna Thaver (ST): TIA Specialist
7. Thumela Mkhize (TMK): Risk Manager
8. Serushin Moodley (SMO): Senior Engineer
9. Shane Perumal (SP): Principal Project Manager
10. Malla Mehmooda (MM): Marine Compliance Manager: DPA
11. Siyasanga Nondumo (SN): Contracts Manager
12. Nkosiphendule Xolo (NX): Senior Operations Manager
13. Cwayita Nyeli (CN): Senior Manager Strategic Sourcing
14. Alpheus Lekganyane (AL): Supplier Development Manager

Tenderers representatives:

1. Royal IHC
2. Damen Shipyards Cape Town
3. Chiefton Facilities Management
4. Tide Marine Africa
5. Mornach Holdings (Pty) Ltd
6. Katlantic (Pty) Ltd
7. Ubuntu Development and Trading
8. Damen Shipyards

ITEM	DESCRIPTION	
1.	Welcome and Introductions	(SM)
	<p>SM welcomed all present to the non-compulsory briefing session and requested TNPA representatives to introduce themselves. The tenderers present to the meeting were requested to ensure that they leave their details and company details in the chat room of the meeting which will assist in ensuring that the information pertaining this tender is shared to all.</p> <p>SM was introduced as the Procurement Lead and TG as the Project Manager.</p>	
2.	Safety Briefing / Evacuation Procedure	(TMK)
	A safety briefing video was played in the meeting.	
3.	Purpose of the meeting	(SM)
	<p>It was explained that the purpose of this meeting is to explain the tender requirements in detail for the tender advertised on the 02 July 2024 on National Treasury e-Tender Portal and Transnet e-Tender Submission Portal.</p> <p><u>The objective of this meeting is to:</u></p> <ol style="list-style-type: none"> 1. Ensure that the <i>Employer's</i> objectives are well understood; and 2. Build an environment for business and project success. 	
4.	Meeting Rules	(SM)
	Meeting Rules were explained to everyone and no objections were made.	
5.	Tendering Process	(SM)
	<p>SM took attendees through the tendering procedures:</p> <ul style="list-style-type: none"> • The briefing session is non-compulsory, tenderers who failed to attend the non-compulsory clarification meeting will not be disqualified. • This session is recorded and minutes of the meeting will be shared with those that attended the meeting, uploaded onto the Transnet e-tender portal and National Treasury e-tender portal. • All Clarification questions are to be recorded, the answers will be consolidated and will be uploaded onto the Transnet e-tender portal, National Treasury e-tender portal and sent via email to the tenderers who left their details in the chat room as requested. 	

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	<p>Tender Invitation:</p> <ul style="list-style-type: none"> The RFP was issued on the 2nd of July 2024 on Transnet etender Portal and National Treasury etender Portal and the documents are free of charge can be downloaded from both websites. The cut-off date for any additional clarification questions in writing will be on or before 12:00 noon on 19 July 2024 as indicated on T2.2-10 RFP Clarification Form. Tenderers should use returnable schedule T2.2-10 RFP Clarification Form for any questions related to this tender and e-mail it to TNPATenderenquiries1@transnet.net. The Procurement Lead will provide written responses to all additional questions received in writing without disclosing the name of the tenderers. Tenderers were urged not to use an email address not provided in this tender as their emails might be missed and they were encouraged to also leave questions on the Transnet tender portal. After the closing date of the RFP, a Respondents may ONLY communicate using TNPATenderenquiries1@transnet.net on any matter relating to this RFP. A copy of the presentation will be uploaded onto the Transnet e-tender portal and National Treasury e-tender portal. The closing date for this RFP is the 31 July 2024 at 12 noon and the tender only closes at the Transnet e-Tender Submission Portal: www.transnet.net), no hardcopy hand delivered copies will be accepted. <p>Tenderers were requested to submit supporting documents together with their proposals such as:</p> <ul style="list-style-type: none"> National Treasury Central Supplier Database proof of registration; Tax Compliance Status Pin for tax verification with SARS; and Valid B-BBEE certificate i.e SANAS accredited for Generic size companies, Sworn affidavit for EMEs and QSE who are 51 % black owned. Tenderers were urged to complete the tender documents in full, sign where they are required to sign and submit on time to avoid any technical glitches because the principle is that when documents are submitted late or to the wrong platform, it will not be accepted for evaluation. 	
6.	TNPA Business Requirements (Scope of Works)	(TG)
	TG took the tenderers through the Scope of Work as attached in page 148 of the RFP.	

ITEM	DESCRIPTION													
7.	Evaluation Methodology by the Team	SM, SX, TG and SMO												
	<p>SM presented Transnet’s 7 steps of the evaluation methodology as advertise.</p> <ul style="list-style-type: none"> • She explained Step One: Administrative Responsiveness and that no tenderers will be disqualified on this step. • During the evaluation on Step Two: Substantive Responsiveness the tenders who failed to meet the requirements will be deemed non responsive and will be disqualified from further evaluation. • During the evaluation on Step Three: Technical responsiveness, the tenders must obtain a minimum of 60 points out of the 100 points allocated. It was also explained that tenders who did not obtain a minimum of 60 points will be deemed non responsive and not evaluated further. TG and SMO explained the technical evaluation criteria in detail for all criterions as indicated below: <table border="1" data-bbox="284 996 1332 1384"> <thead> <tr> <th>Technical Evaluation Criteria</th> <th>Allocated Score</th> </tr> </thead> <tbody> <tr> <td>T2.2-01: Company Previous experience</td> <td>30</td> </tr> <tr> <td>T2.2-02: Compliance to Technical Specification</td> <td>30</td> </tr> <tr> <td>T2.2-03: Programme Delivery time</td> <td>30</td> </tr> <tr> <td>T2.2-04: ISO Certification</td> <td>10</td> </tr> <tr> <td>Maximum Points</td> <td>100</td> </tr> </tbody> </table> <ul style="list-style-type: none"> • During the evaluation on Step Four: Price and specific goals evaluation, the tenderers shall be awarded for: Price (90) and Specific goals (10). • During the evaluation on Step Five: Objective Criteria, tenderers attention was drawn into the T1.2 Tender Data and Returnable Schedule T2.2-15 Integrity Pact, where objective criteria is explained in detail. • Step Six: Post Tender Negotiations if applicable Post tender negotiations with preferred tenderer [2nd and 3rd ranked tenderers (if required) in a sequential and not simultaneous manner] if pricing is not market-related. • Step Seven: Award and conclusion of contract with the successful tenderer. 	Technical Evaluation Criteria	Allocated Score	T2.2-01: Company Previous experience	30	T2.2-02: Compliance to Technical Specification	30	T2.2-03: Programme Delivery time	30	T2.2-04: ISO Certification	10	Maximum Points	100	
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8.	Supplier Development Requirements	(SX)														
	<p>Specific Goals:</p> <p>SX presented the applicable specific goals and evidence to be submitted for claiming preference points for each specific goal in this tender as follows:</p> <p>In terms of Transnet Preferential Procurement Policy (TPPP), the following preference points must be awarded to a bidder who provides the relevant required evidence for claiming points.</p> <table border="1" data-bbox="188 667 1345 1108"> <thead> <tr> <th data-bbox="188 667 900 763">Specific Goals</th> <th data-bbox="900 667 1345 763">Number of points allocated (90/10)</th> </tr> </thead> <tbody> <tr> <td data-bbox="188 763 900 853">Price</td> <td data-bbox="900 763 1345 853">90.00</td> </tr> <tr> <td data-bbox="188 853 900 943">B-BBEE Status Level of Contributor 1 or 2</td> <td data-bbox="900 853 1345 943">10.00</td> </tr> <tr> <td data-bbox="188 943 900 1032">Non-Compliant and/or B-BBEE level 3-8 Contributors</td> <td data-bbox="900 943 1345 1032">0.00</td> </tr> <tr> <td data-bbox="188 1032 900 1108">Total points for Price and Specific Goals must not exceed</td> <td data-bbox="900 1032 1345 1108">100.00</td> </tr> </tbody> </table> <p>The following table represents the evidence to be submitted for claiming preference points for applicable specific goals in this tender:</p> <table border="1" data-bbox="188 1256 1345 1480"> <thead> <tr> <th data-bbox="188 1256 571 1339">Specific Goals</th> <th data-bbox="571 1256 1345 1339">Acceptable Evidence</th> </tr> </thead> <tbody> <tr> <td data-bbox="188 1339 571 1480">B-BBEE Status Level of Contributor 1 or 2</td> <td data-bbox="571 1339 1345 1480">B-BBEE Certificate / Sworn – Affidavit / CIPC B-BBEE Certificate (in case of JV, a consolidated scorecard will be accepted) as per DTIC guidelines</td> </tr> </tbody> </table> <p>Note: Should the evidence required for any of the specific goal applicable in this tender not be provided, a tenderer will score zero preference points for that particular specific goal.</p> <p>The tenderers were taken through the key pointers determining the validity of B-BBEE Certificate, B-BBEE Sworn – Affidavit and CIPC B-BBEE Certificate that will be accepted and evaluated by TNPA.</p>	Specific Goals	Number of points allocated (90/10)	Price	90.00	B-BBEE Status Level of Contributor 1 or 2	10.00	Non-Compliant and/or B-BBEE level 3-8 Contributors	0.00	Total points for Price and Specific Goals must not exceed	100.00	Specific Goals	Acceptable Evidence	B-BBEE Status Level of Contributor 1 or 2	B-BBEE Certificate / Sworn – Affidavit / CIPC B-BBEE Certificate (in case of JV, a consolidated scorecard will be accepted) as per DTIC guidelines	
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ITEM	DESCRIPTION	
	<p>T2.2-20: SBD 5- The National Industrial Participation Programme (NIPP)</p> <p>The National Industrial Participation Programme (NIPP), which is applicable to all government procurement contracts that have an imported content, became effective on the 1 September 1996. The NIPP policy and guidelines were fully endorsed by Cabinet on 30 April 1997. In terms of the Cabinet decision, all state and parastatal purchases / lease contracts (for goods, works and services) entered into after this date, are subject to the NIPP requirements. NIPP is obligatory and therefore must be complied with. The Industrial Participation Secretariat (IPS) of the Department of Trade and Industry (DTI) is charged with the responsibility of administering the programme.</p> <p>Bidders are required to sign and submit this Standard Bidding Document (SBD 5) together with their bid documentation at the closing date and time of the bid.</p> <p>The NIPP obligation agreement is between the DTI and the successful bidder (contractor) and, therefore, does not involve the Employer.</p>	
9.	Contract Data	(SM)
	<ul style="list-style-type: none"> • SM explained that the contract used NEC 3 Supply Contract and took them through contract data on a high level and indicated that the Transnet Contract Manager is currently attending another session that clashes with this one, tenderers are welcomed to send through their queries related to contract data, they will be addressed. • SM explained the forms of Securities (guarantees) required by TNPA and provided for the tenderers i.e Advance Payment Guarantee (APG) which is up to 30 % and tenderers are not obliged to provide it if they don't need advanced payment. The APG must be from an institution that is approved by Transnet. • Performance bond is at 10% of the total of the Prices at the Contract Date and it will be a material condition of a contract. • It was explained that the Core Clauses of the contract are as follows: <ul style="list-style-type: none"> X1: Price adjustment for inflation X2: Changes in the law X7: Delay damages: R250 000.00 per day X13: Performance bond X14: Advanced payment to the Contractor up to 30% 	

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10.	Pricing Schedule	(SP)
	SP explained that the pricing schedule is in terms of NEC 3 Supply Contract and items required that are linked to the Goods Information are listed from 1 to 17 and the tenderers and he urged the tenderers to complete it in full.	
12.	Closing	(SM)
	SM thanked everyone for attending the session and closed the meeting at 11h19. She further urged tenderers to be cognisance of the closing date and time and avoid waiting up until the last minute to upload their bids. She also indicated that the requests for closing date extension are noted and feedback will be communicated in due course.	
13.	Questions and Answers	(All)
	<p><i>Q1: A question was raised, requesting TNPA to explain what is meant by the 'long lead items'? and what kind of confirmation is needed?</i></p> <p>A2: TNPA responded by indicating that proof that order placed or in the process of finalisation for the items that have a lead time of longer than 6 months must be provided to the Project team prior to continuing with works beyond the Keel Laying. This will be a hold point i.e. no works beyond Keel Laying will be allowed if no definitive date of delivery for long lead items is provided. These dates must be in line with the overall completion date.</p> <p><i>Q2: Is there a possibility of closing date being extended due to the magnitude of the project?</i></p> <p>A2: TNPA responded by indicating that the request is going to be tabled to internal committees should it be approved an addendum to that effect will be published via National Treasury and and Transnet websites.</p> <p>It should be noted the request for extension of closing date was supported by 2 other tenderers.</p>	

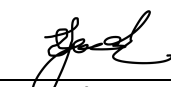
Prepared by:



Sisanda Msi
Procurement Lead

Date: 12 July 2024

Supported by:



Thinesh Govender
Project Manager

Date: 12 July 2024