

TRANSNET PIPELINES

SUBJECT	BID BRIEFING SESSION Meeting
TITLE	TPL/2024/07/0005/70943/RFP DESIGN, SUPPLY, INSTALLATION (EPC CONTRACTOR) AND PROVIDE PLANNED MAINTENANCE FOR A LIMITED PERIOD FOR THE VAPOUR RECOVERY UNIT SYSTEM AT THE TPL TARLTON PETROLEUM PRODUCTS HANDLING AND BULK STORAGE FACILITY
VENUE	TARLTON DEPOT
DATE	25 APRIL 2025
ATTENDEES	<u>TPL Representatives:</u> Mbalenhle maBhengu Petersen (MBP) – online on MS Teams Vincent Mazuza (VM) Anand Naidoo (AN) <u>Tenderers:</u> As per attendance register
APOLOGIES	None

MINUTE	DESCRIPTION OF DISCUSSION
1.	SAFETY TALK
	Depot Manager provided the Safety briefing for Tarlton Depot.
2.	INTRODUCTION OF TPL TEAM MEMBERS
	MBP welcomed all to the meeting and confirmed attendance for the Design, Supply, Installation (EPC Contractor) and Provide Planned Maintenance for a Limited Period for the Vapour Recovery Unit System at The TPL Tarlton Petroleum Products Handling and Bulk Storage Facility. Transnet Pipeline Team members were introduced to the Attendees.
3.	COMMERCIAL TENDER PROCESS: TENDERING PROCEDURE AND CLARIFICATION OF RETURNABLES
	<p>MBP went through the Tender document.</p> <p><u>T1.1 Invitation to Tender:</u> Briefing details – Friday 25 April 2025 at 11:00 for a period of 4 hours Required PPE for the walkabout: overalls, safety boots, hard hats, high visibility vests, long sleeved shirt.</p> <p><u>T2.2-02</u> to be signed by TPL official. Bidder to ensure have signed Attendance Register as non-attendance of the meeting would result in disqualification. Clarification deadline – 6 May 2025. MBP advised this early date was set so as to allow TPL sufficient time to respond to the queries. Tender submission was only online eTender Portal. There were no emailed documents that would be accepted. The online portal was the only manner of submission of proposals. Bid closing date – 16 May 2025 at 15:00. The bidders were advised please submit early as the system is utilised Transnet wide. There could be other bids closing at the same time and this would cause traffic. Maximum size 30MB per document. <u>Bidders were requested to submit under own company profile and not another bidder. The only</u></p>

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	<p>exception to this was if the bidders were submitting as a joint venture.</p> <p><u>T1.2</u> Tender Data C.1.4 Communication – The bidders were advised to only contact Mbalenhle maBhengu Petersen for any and all queries. No other TPL officials could be contacted.</p> <p>Evaluation: Step 1: Attendance of compulsory briefing session Step 2: CIDB grading – 8ME or higher Check JV requirements Must ensure a signed copy of JV agreement is submitted Step 3: Functionality Must score min 70 points to progress Validity: 12 weeks. The bidders were advised that should the evaluation take longer than the 12 weeks, the bidders would be requested to</p> <p><u>T2.2-08</u>: Authority to submit a Tender – need to ensure the person signing the documents has the capacity to do so <u>T2.2-11</u>: Risk Elements – ensure to complete whether risks identified or not <u>T2.2-13</u>: Schedule of Proposed Subcontractors – deviation by prior acceptance by Project Manager <u>T2.2-15</u>: ANNEX G Compulsory Enterprise Questionnaire Indicate the company details required SBD 6 – 90/10, BBBEE Level 1 or 2, Local Content SBD 4 – Bidders disclosure – employment of the state, relationship with TPL employee, interest in other entities whether bidding or not</p> <p><u>T2.2-15B</u>: Declaration Certificate for Local Production and Content for Designated Sectors The Local Content was not a prerequisite however bidders could earn preference points. Designated sectors: Cement, Steel products and Construction Components, Valve Products and Actuators, Electric cables and products For imported products provide the exchange rate utilised Annexure C: Indicate the different prices for imported and local</p> <p><u>T2.2-17</u> SUPPLIER DECLARATION FORM – if already a Transnet vendor, no need to complete if all details are still the same</p> <p><u>T2.2-18</u> Agreement in terms of Protection of Personal Information Act, 4 of 2013 (“POPIA”) – information to be utilised only for the purposes of this bid</p> <p><u>T2.2-24</u> Service Provider Integrity Pact – confidentiality, no colluding with other prospective bidders</p> <p><u>T2.2-26</u>: Insurance provided by the Contractor – ensure have sufficient insurances as required</p>
4.	SCOPE OF WORK
	<p>Before VM could go through the documents, there was a query that the bidders who did not have Flame Retardant overalls would not be allowed on the walkabout however the Flame Retardant overalls had not been indicated on the Bid document. VM advised this would be discussed with the Depot Manager. If the bidders could not be allowed in now, they could always come back and view another time.</p> <p>VM went through the Scope. He started off by indicating that TPL did not bring subject matters to the briefing and was not the subject matter experts. Should there be any clarifications required</p>

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	<p>that could not be fully responded to at the briefing session, these would be noted down and responded to accordingly in writing. VM emphasized that TPL is procuring the VRU for the first time and every effort has been made in ensuring that the scope of work is properly defined and the bidders are responsible to provide a complete solution that need the carbon vapor capturing criteria since this is an EPC contracting strategy. This was the first time that a VRU was being purchased by TPL. Contracting strategy was EPC. TPL was acquiring this VRU in order to maintain the depot operating license conditions. The project is very critical to TPL as the current license expires on 3rd February 2026 and VRU unit must be installed in the quickest possible period</p> <p>VW also highlighted that the Contractor would be required for Maintenance period of two (2) years from commissioning and handover. This is to be regarded as different to the defects period for defective work during construction. Contractors to consider turn-around times for consumables required for Maintenance, in their pricing strategy to avoid long system downtimes.</p>
5.	TECHNICAL EVALUATION CRITERIA
	<p>VM went over the Technical evaluation criteria.</p> <p>He indicated that the evaluation was split into two phases which are Design phase and for the Construction phase. Construction phase to commence once the design package has been fully accepted by TPL. Bidders to take note of what criteria is for the individuals and what is for the company.</p> <p>To progress to next phase of evaluation bidders must score 70 points or more. MBP emphasized that bidders should submit proof of qualification. It was not sufficient to state they have the qualification without proof of it. Further to that, bidders to ensure the same official is submitted for evaluation for both qualification and experience.</p> <p>Q: According to CIDB, the higher graded contractor should be the main contractor. For this bid it doesn't seem to be aligned. A: The bid document is aligned with the CIDB. The higher graded contractor should be the main leading contractor.</p>
6.	PRICING INSTRUCTION AND PRICING SCHEDULE
	<p>VM went through the pricing. The contract would only end after the 2-year Maintenance period. There is allowance for Sectional Completion after commissioning and hand-over to facilitate the maintenance period on a valid contract.</p> <p>Q: Would it be possible to propose a deviation on proposed contract? A: 50% retention would be released on commissioning and handover and would not need to wait for the Maintenance period to be over.</p> <p>VM requested a basic outline of the control room, the materials used, sizes etc. This would be to show the deliverables for what was quoted on.</p>
7.	QUESTIONS
	No other questions were raised. Bidders reminded to submit their queries in writing.
8.	CLOSING
	The briefing was declared closed at 13:02pm.

Compiled by:



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