

NON-COMPULSORY REQUEST FOR PROPOSAL (RFP) BRIEFING SESSION MINUTES

Meeting name	FOR THE PROVISION OF PROCUREMENT OF REDUNDANCY AND BACKUP CONNECTIVITY FOR SD-WAN TRAFFIC FOR A PERIOD OF THREE YEARS ON AS AND WHEN REQUIRED BASIS
Venue	TEAMS
Date	04 February 2025
Time	10:00 – 12:00
RFP GSM number	TCC/2024/09/0002/76777/RFP

Briefing Session Presenters	
Name	Representative
Barbara Msomi	Central Category Management
Louis Nel	Group ICT
Nkosinathi Ngobese	Commercial
Sikhonzele Gqaleni	B-BBEE
Edwin Munyai	Group ICT

- 1. Introduction and Welcome:** Barbara Msomi
 - Panel introduction
 - Briefing session process
- 2. Safety Briefing** by Edwin Munyai
- 3. Key Points to Highlight and General Information**
 - Completion of the RFP document: Barbara Msomi
 - Closing Date: **24 February 2025**
 - Communication relating to this RFP (Refer to paragraph 5 of the RFP):
 - After the briefing session, Respondents were informed that should they have more questions they should submitted to and Sithokozile.ndaba@transnet.net , on the RFP Clarification Request Form before **12:00 on 17 February 2025**.
 - After the closing date of the RFP, respondents may only communicate with the (Transnet Bid Adjudication Chairperson (TAC) email barbara.msomi@transnet.net.
 - Bidders were advised that if the Mandatory returnable Documents are not fully completed and submitted at the closing date and time of the RFP, they will be disqualified. Bidders must refer to the presentation and Section 5 of the RFP for returnable documents.
 - BIDDERS ARE ONLY ALLOWED TO SUBMIT SINGLE SOLUTION, BIDDERS WHO SUBMIT MULTIPLE SOLUTIONS WILL BE DISQUALIFIED**

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NS Dlamini* (Group Chief Financial Officer)
*Executive

Group Company Secretary: MP Mohlabi

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4. Evaluation Methodology: Barbara Msomi

The various evaluation steps will take place in a sequential manner.

Transnet reserves the right to conduct the different steps of the evaluation process in parallel.

Each stage of the Evaluation Methodology should be passed for a Respondent(s) proposal to progress to the next stage.

Brief discussion on the following evaluations steps:

- Step One: Administrative Responsiveness
- Step two: Substantive Responsiveness
- Step three: Technical Evaluation
- Step four: Price and B-BBEE)
- Step five: Post tender Negotiations
- Step six: Objective Criteria
- Step seven: Award of business and conclusion of contract

Bidders need to note that a minimum Technical Evaluation score of 70% is required to progress to evaluation step four.

5. Scope and Technical Requirements: Louis Nel

Respondent(s) are required to provide their proposals with regard to the scope of requirements as described in the RFP:

- **Annexure A:** Scope of Work
- **Annexure B:** Schedule Of Service Rendered
- **Annexure C:** Project Program Information
- **Annexure D:** Engineering Information
- **Annexure E:** Project Completion Formation
- **Annexure F:** Technical Evaluation

All POPIA requirements need to be complied with especially wrt Annexures C and D.

Mr Nel indicated that GPS Coordinates of the campuses and current Fibre Routes will be shared

IMPORTANT REQUIREMENT: All work requiring an ECNS ICASA license needs to be performed by an appropriately licensed company, e.g. if a subsidiary of the bidder requires an ECNS license and refers to the parent company for the license or if the Parent Company requires to use subsidiary license the necessary formal approval /documentation from ICASA need to be produced to confirm that the license can be transferred to the subsidiary from the parent company

6. B-BBEE: Sikhonzele Gqaleni

Preferential Procurement Regulations 2022

- PPPFA provides for a preference points system in terms of which contracts below a prescribed value be evaluated on the basis that 10 out of 100 possible points must be allocated to "specific goals" and 90 points allocated to price. For contracts above a prescribed value, 10 out of 100 possible points must be allocated to "**specific goals**", and 90 points allocated to price.
- The National Treasury Central Supplier Database (CSD) showed that there are suppliers registered in the National Treasury Database for under Redundancy and Back Up Connectivity for SD WAN
- Transnet is of the opinion that B-BBEE Level 1-2, in the new Preferential Procurement Regulations 2022 demonstrates significant effort on the part of these firms to have transformed as the Redundancy and Back Up Connectivity for Specific Goals. Therefore, Transnet recognizes this, and it is Transnet's decision to set a minimum B-BBEE Level 1-2, to continue to support these transformed Redundancy and Back Up Connectivity.

Joint Ventures or Consortiums

- A consolidated verification certificate is required.
- The consolidation is based on the weighting as defined in the joint venture agreement.
- The respective scores are weighted according to their proportionate share in the joint venture.
- A joint venture certificate is valid for 12 months and only applicable to a specific project.

7. Commercial Requirements: Nkosinathi Ngobese

- The RFP Respondents are required to submit their service pricing submissions in the provided in the RFP Pricing Workbook (**Annexure G**).
- Bidders must also read Pricing Notes in Section 4 of the RFP.
- This MS Excel Workbook contains a series of separate spreadsheets designed to provide a robust understanding of the costing model. It is ESSENTIAL that this model be used in the pricing response.
- The descriptions and Instructions/context for each spreadsheet, as well as convenient one-click navigation of the workbook are detailed below under the heading of ""Pricing Workbook Tab Instructions"".
- The worksheets in this Pricing Template are protected to minimize the risk of compromising the integrity of the workbook structure and formulas. As such, the editable cells within each Worksheet are indicated in green blocks.

8. Questions Raised During the Briefing Session

Refer to the attached Annexures

Meeting adjourned at 12:57

Signed: -----

Date 07/02/2025-----

Barbara Msomi