

**TRANSNET NATIONAL PORTS AUTHORITY**

**TNPA/2024/11/0002/84527/RFP PROVISION FOR DETAILED DESIGN (FEASIBILITY)  
INCLUDING PROCUREMENT SUPPORT AND CONSTRUCTION MONITORING FOR NEW  
ADMINISTRATION BUILDING, AT THE PORT OF DURBAN**

**MINUTES OF THE COMPULSORY TENDER CLARIFICATION MEETING HELD AT 10:00 ON 06  
FEBRUARY 2025 AT EMTATENI BOARDROOM, OCEAN TERMINAL BUILDING, PORT OF  
DURBAN**

ITEM	DESCRIPTION	PRESENTED BY
<b>1</b>	<b>In Attendance</b>	
	<p>Winile Xhakaza (WX)</p> <p>Joanne Naidoo (JN)</p> <p>Kiara Punwasi (KP)</p> <p>Siseko Gwazela (SG)</p> <p>Riona Sewnarain (RS)</p> <p>Carl P. King (CK)</p> <p>Lwandile Poswa (LP)</p> <p>Destiny Mhlanga (DM)</p> <p>Khauili Nthebe (KN)</p> <p>Dewald Du Plessis (DP)</p> <p>Thembelihle Loni (TL) Joined via TEAMS</p> <p>Ntombozuko Xama (NX) Joined via TEAMS</p> <p>Victor Mnikathi (VM) Joined via TEAMS</p> <p>Naadiya Mahomed (NM) Joined via TEAMS</p> <p>Feroz Khan (FK) Joined via TEAMS</p> <p>Refer to <b>Annexure B</b> - Attendance Register for the complete list of all the meeting attendees.</p>	
<b>2</b>	<b>Welcome / Opening of Meeting</b>	<b>Winile Xhakaza</b>
	<p>(WX) welcomed all attendees and thanked them for taking time to attend the tender clarification meeting and showing interest on the project.</p>	

ITEM	DESCRIPTION	PRESENTED BY
<b>3</b>	<b>Safety Brief</b>	<b>Ntombozuko Xama &amp; Joanne Naidoo</b>
	(NX) took the attendees through safety strategy, (JN) took the attendees through evacuation procedure in case of emergency.	
<b>4</b>	<b>Introductions</b>	<b>Winile Xhakaza</b>
	(WX) introduced herself as the procurement lead for this project and requested Transnet colleagues to introduce themselves.	
<b>5</b>	<b>Recap on the Previous Procurement Event</b>	<b>Winile Xhakaza</b>
	<p>(WX) stated that this is a reissue for this project.</p> <p>The previous procurement event was a cancellation as a result of the material irregularity in terms of the preference point system. The RFP was advertised for 90/10 preference point system, there were offers received that fell on the range of 80/20 and there were no provisions made for the allocation of points using the 80/20 preference points system.</p> <p>Even though the initial RFP was advertised with 80/20, the addendum that was issued determined the final preference point system that was to be used for scoring.</p> <p>In terms of Preferential Procurement Regulations, 2022 an organ of the state cannot evaluate offers on the preference point system that was not stipulated on the tender document.</p>	
<b>6</b>	<b>Rules of Engagement</b>	<b>Winile Xhakaza</b>
	<p>(WX) stated that this tender clarification meeting is compulsory and Tenderers who failed to attend will be disqualified.</p> <p>(WX) requested that all bidders remain for the entire duration of the tender clarification meeting as important information pertaining to the RFP would be presented, and highlighted the key dates (closing date, last day of clarifications).</p> <p>Emphasis was made on the submission of the signed returnable T2.2-01 certificate of attendance of compulsory RFP briefing.</p>	

ITEM	DESCRIPTION	PRESENTED BY
	(WX) further stated that submissions should be done on to the Transnet tender management portal and further stated that the briefing session presentation will be uploaded to the Transnet tender management portal and NT e-tender portal.	
<b>7</b>	<b>Background and Scope of Services</b>	<b>Joanne Naidoo</b>
	(JN) took tenderers through the project background and scope of services. Emphasis was made to the three (3) task orders for the project.  Refer to <b>Annexure A</b> briefing session presentation.	
<b>8</b>	<b>Procurement Process Evaluation Methodology</b>	<b>Winile Xhakaza &amp; Siseko Gwazela</b>
	(WX) presented information on the tender process and highlighted the evaluation methodology stages, prequalification which is attendance of compulsory clarification meeting, and Proof of professional registration of the seven (7) key personnel. Emphasis was made that all key personnel must be submitted failure to submit will result in disqualification (must be registered with a professional body).  (WX) presented next step which is functionality with the minimum threshold of 70 points for Tenderers to progress to the next evaluation stage. (SG) took Tenderers through the allocation of specific goals for this project and evidence to be submitted for the specific goals.  (SG) took Tenderers through the allocation of specific goals for this project and evidence to be submitted for the specific goals, and emphasis was made on the submission of consolidated JV certificates and signed JV agreements for all parties entering into a JV.  (WX) took tenderers through financial evaluation and documents submission. Refer to <b>Annexure A</b> briefing session presentation.	

ITEM	DESCRIPTION	PRESENTED BY												
9	Technical Evaluation	Joanne Naidoo												
	<p>(JN) presented functionality which has a minimum threshold of 70 points for Tenderers to progress to the next evaluation stage, key emphasis was made on returnables to be submitted for scoring, evaluation schedules and allocation of scores for each criterion that will be evaluated which are:</p> <table><tr><td>Company Previous Experience</td><td>25</td></tr><tr><td>CV's and Experience of Key Persons</td><td>25</td></tr><tr><td>Approach Paper</td><td>25</td></tr><tr><td>Project Programme</td><td>10</td></tr><tr><td>Organization and Staffing</td><td>15</td></tr><tr><td>Total</td><td>100</td></tr></table> <p>Refer to <b>Annexure A</b> briefing session presentation <b>Annexure C - Schedule Example</b></p>	Company Previous Experience	25	CV's and Experience of Key Persons	25	Approach Paper	25	Project Programme	10	Organization and Staffing	15	Total	100	
Company Previous Experience	25													
CV's and Experience of Key Persons	25													
Approach Paper	25													
Project Programme	10													
Organization and Staffing	15													
Total	100													
10	Agreement And Contract Data	Winile Xhakaza												
	<p>(WX) presented the contract data and agreement as stipulated in the RFP document and the secondary clauses applicable to the project.</p>													
11	Pricing Instruction (Option G)	Destiny Mhlanga												
	<p>(DM) presented information on the pricing instructions and activity schedule, emphasis was made that the task schedule is to be read in conjunction with the Employer’s Scope of Services, and that Task Orders are fixed and cannot be altered or swapped around and funds from each task cannot be shifted from one task to another.</p> <p>Refer to <b>Annexure A</b> briefing session presentation.</p>													
12	Tender Closing	Winile Xhakaza												
	<p>(WX) presented the tender closing information which is 20 February 2025 at 14:00, and tenderers were made aware that submissions to be made at <a href="http://www.transnet.net">www.transnet.net</a>. Tenderers were advised that they are required to ensure that electronic bid submissions are submitted timeously to prevent issues which they may encounter due to their</p>													

ITEM	DESCRIPTION	PRESENTED BY
	internet speed, bandwidth or the size of the number of uploads they are submitting. Transnet will not be held liable for any challenges experienced by Tenderers as a result of the technical challenges. Please do not wait for the last hour to submit. Tenderers were made aware that they can upload 30mb per upload and multiple uploads are permitted.	
<b>13</b>	<b>Q&amp;A</b>	<b>Technical Team &amp; Procurement</b>
	(WX) asked Tenderers that the questions raised at the clarification to also be forwarded in writing via e-mail to ensure that Transnet respond accordingly as some of the questions cannot be captured correctly during the clarification meeting, and further stated that should there be any question that cannot be answered immediately they respond accordingly in writing.	

ITEM	DESCRIPTION		PRESENTED BY
	Question	Answer	
	<p>1. As mentioned, we need to have combined JV certificates, however; in the last Tender we submitted those combined certificates, and we all know that they cost money, can we then be allowed to resubmit those certificates?</p>	<p>The JV certificate has the validity period. If it's still valid, yes, we will accept. But unfortunately, if the validity period has lapsed, then the certificate will be invalid and will not be accepted.</p>	
	<p><b>Follow up</b></p> <p>The project number is crucial for this combined JV certificate, which costs approximately R11,000 with seven consultants. Since we are now in re-tender due to an error on TNPA's side, wouldn't it be fair to accept the certificate despite the different project number, as long as it remains valid?</p>	<p><b>Follow up response</b></p> <p>Remember that a JV certificate is issued for a specific project and explicitly states the project details, including the tender number. If the certificate was linked to the cancelled tender and includes that specific tender number, it is no longer valid. Since we now have a new tender, we cannot accept a certificate that was issued for the previous one.</p> <p><b>Final response</b></p> <p>Unfortunately, there is nothing from our side that we can do, and we cannot accept JV certificates reflecting an old tender number. The bidders can find out with the agencies if they can't change the tender number on the certificate if they are still valid, maybe do an affidavit to support the reasoning of the cancellation of the tender to the agency. As Transnet we are allowed to cancel tenders should they be deemed irregular.</p>	

ITEM	DESCRIPTION		PRESENTED BY
	2. Are we allowed to use the same person as the project manager and structural engineer? If the person has got both certifications.	No, you can't.	
	3. Is there a project value?	We cannot provide the exact project value. This is the estimated amount we are considering, and the preference point system will guide the bidder.	
	4. Now that you have opened the 80/20 preference system, meaning bidders may submit prices below R50 million, will bidders be disqualified if deemed too risky? Or, once they meet the functionality criteria, will they proceed regardless of their risk level?	<p>We will assess each task based on market-related pricing to ensure your rates align with prevailing market standards. Every Task Order will be evaluated in accordance with market rates.</p> <p><b>Final response</b></p> <p>After clarification meetings, bidders with potentially risky pricing will be reviewed by the TNPA procurement and project team to ensure they have correctly priced all tasks per Task Order and aligned with the Scope of Services. This process does not guarantee that the lowest ranked (1st) bidder will automatically be awarded the tender.</p> <p>Refer to slide 2 of the briefing presentation.</p>	
	5. Can one consultant appear in the number of JV's?	No, they can't, that is colluding.	

ITEM	DESCRIPTION	PRESENTED BY
14	<b>CLOSING REMARKS</b>	<b>Winile Xhakaza</b>
	<ul style="list-style-type: none"> <li>• Thank you all for attending this briefing session.</li> <li>• Signing of certificate of attendance returnable.</li> </ul>	

**Compiled by**



Winile Xhakaza  
 Commodity Officer  
 07 February 2025

**Reviewed by**



Joanne Naidoo  
 Civil Engineer  
 07 February 2025



## **ANNEXURE A-BRIEFING SESSION PRESENTATION**



**TENDER NUMBER: TNPA/2024/11/0002/84527/RFP**

**COMPULSORY CLARIFICATION MEETING**

**PROVISION FOR DETAILED DESIGN (FEASIBILITY) INCLUDING PROCUREMENT SUPPORT AND CONSTRUCTION MONITORING FOR NEW ADMINISTRATION BUILDING, AT THE PORT OF DURBAN**

**VENUE: EMTATENI BOARDROOM, OCEAN TERMINAL BUILDING, PORT OF DURBAN**

**DATE: 06 FEBRUARY 2025**

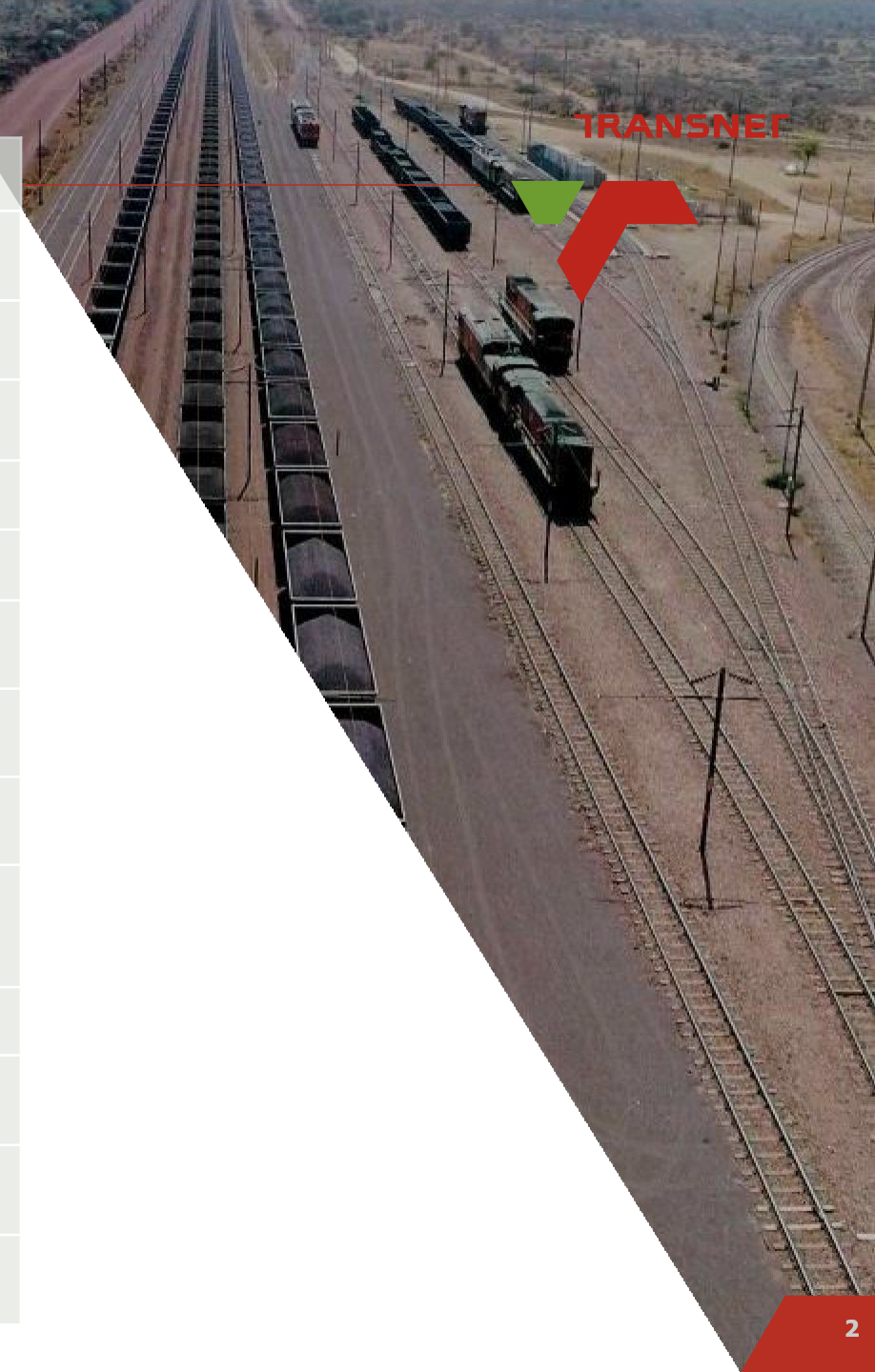
**TIME: 10H00**

**PRESENTED BY: WINILE XHAKAZA**



# AGENDA ITEM

No.	Agenda Item	Presenter
1	Welcome / Opening of Meeting	Winile Xhakaza
2	Safety Briefing / Evacuation Procedure	Ntombozuko Xama
3	Introductions	Winile Xhakaza
4	Rules of Engagement	Winile Xhakaza
5	Background and Scope of Services	Joanne Naidoo
6	Procurement Process	Winile Xhakaza
7	TPPP Specific goals	Siseko Gwazela
8	Technical Evaluation Schedules	Joanne Naidoo
9	Part C1: Agreement And Contract Data	Winile Xhakaza
10	Pricing Instruction (Option G)	Destiny Jameson
11	Tender Closing	Winile Xhakaza
12	Q&A	ALL
13	<b>Signing of Certificate of Attendance</b>	





- ❑ This clarification meeting is compulsory. Tenderers failing to attend the compulsory clarification meeting will be disqualified.
- ❑ Tenderers are requested to remain for the entire duration of the briefing session as important information pertaining to the RFP will be presented.
- ❑ The minutes of the meeting will be shared with those that attended the meeting and will be uploaded onto the Transnet e-tender portal and National Treasury e-tender portal.
- ❑ Tenderers **must** complete and sign the attendance register. The attendance register will be used to verify the bidder's attendance.
- ❑ **Tenderers to ensure that T2.2-01 (Returnable): Certificate of attendance of compulsory clarification meeting is signed by the Employer's Representative and is attached to the submission by closing date.**



- ❑ The cut-off date for any additional clarification questions in writing will be before 12h00 on **14 February 2025**.
- ❑ **The Procurement Lead will provide written response to all additional questions received in writing. Written response/s would be provided as a consolidated response of all question/s received will be re-distributed again to all those prospective tenderers that attended the meeting.**
- ❑ Tenderers may communicate using [TNPATenderEnquiriesER@transnet.net](mailto:TNPATenderEnquiriesER@transnet.net) on any clarifications relating to this RFP. A copy of this presentation will be uploaded onto the Transnet e-tender portal and National Treasury e-tender portal.
- ❑ **The closing date for this RFP is 20 February 2025 before 14h00. The tender closes at the Transnet e-Tender Submission Portal:**

<https://transnetetenders.azurewebsites.net>



# BACKGROUND AND SCOPE OF SERVICES





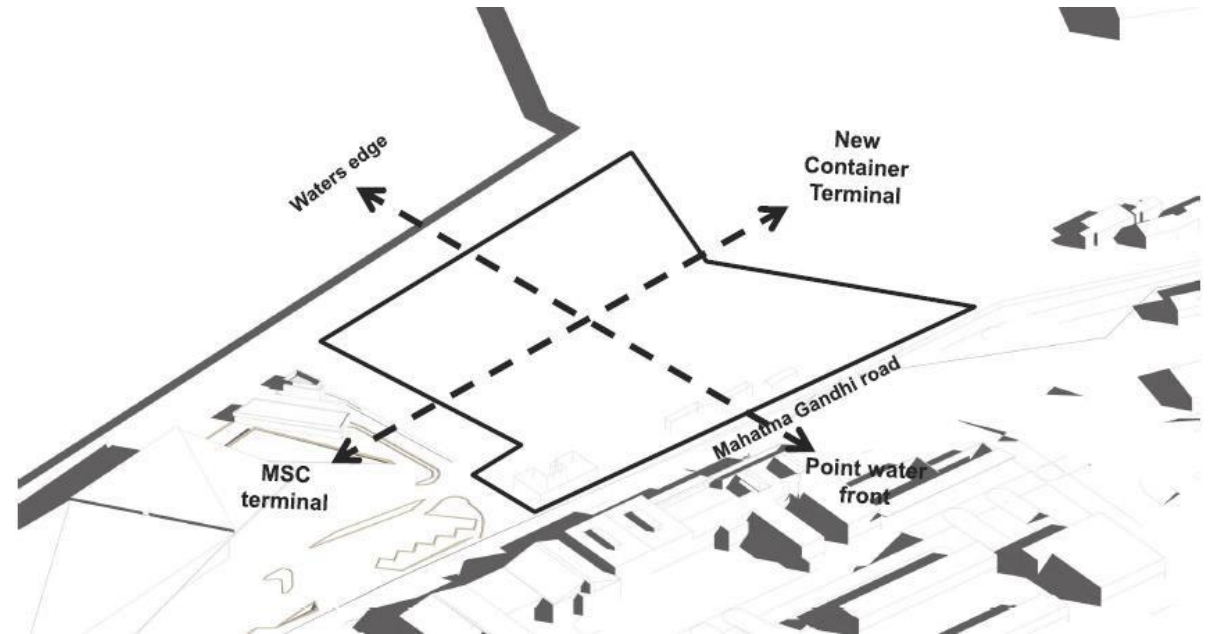
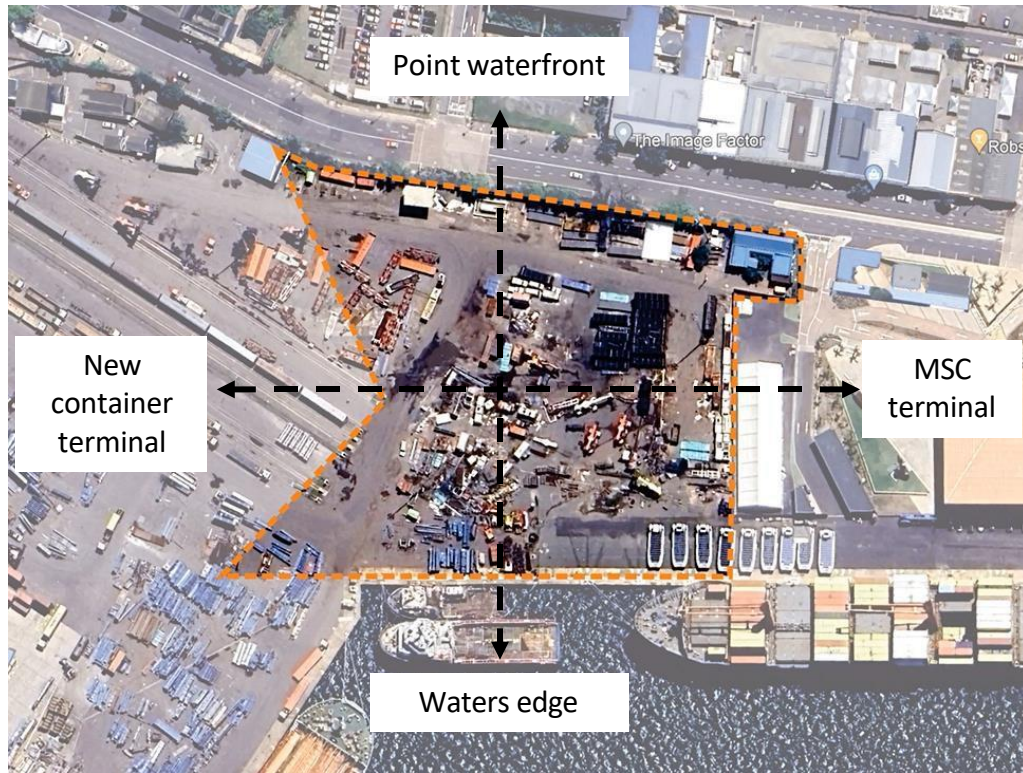
- ❑ Port of Durban (POD) administration staff were relocated from Ocean Terminal Building and Durmarine Building to Queens Warehouse and 45 Bay Terrace.
- ❑ The current administrative buildings are over capacitated, can no longer accommodate the employee's cost effectively, safely and comfortably.
- ❑ The POD employees share the buildings with Head Office, KZN-LH and Eastern Region employees, and can no longer accommodate additional staff for future needs.
- ❑ As a result, the initiation of the new administration building project has been revived to consolidate the accommodation of POD administrative staff within a single facility.



# SITE LOCATION



- At B-berth, Point Precinct, adjacent to the cruise terminal.

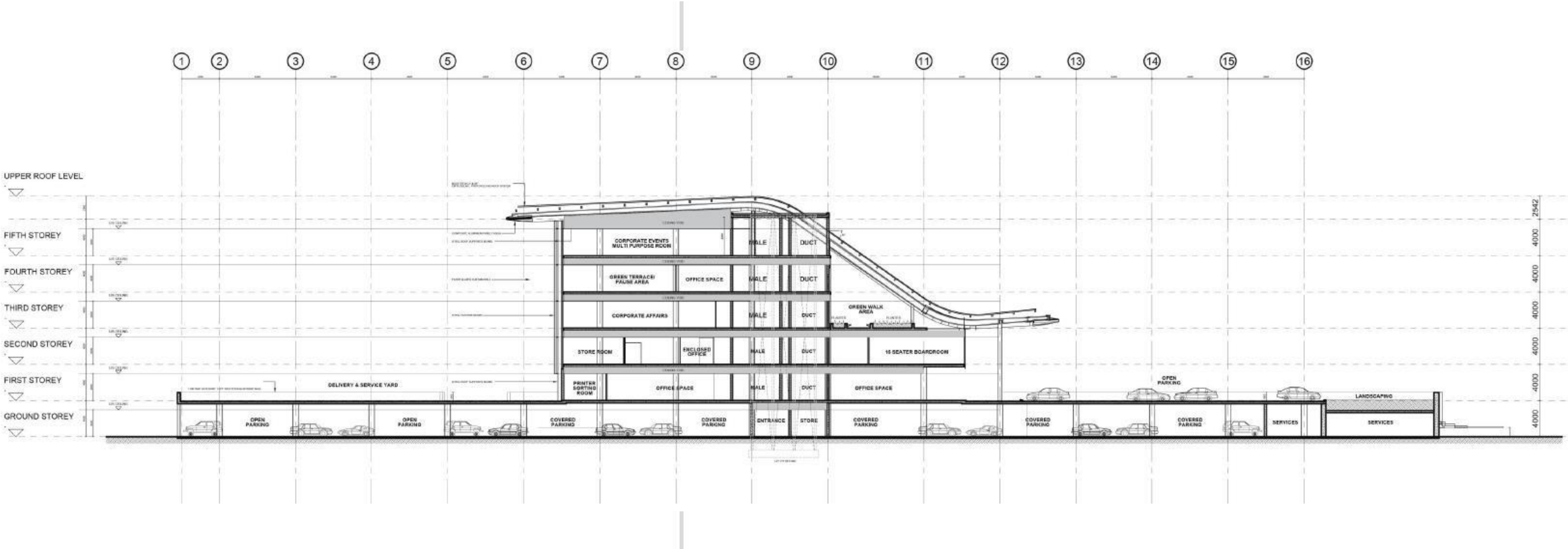




# THE "WAVE" CONCEPT



# "THE WAVE" CONCEPT – SECTION







Appointment of a *Consultant*, to further develop the concept design (“The Wave”) for the new administration building at B-Berth (Point Precinct) by providing the following: detailed engineering design for construction; traffic studies; procurement support to TNPA; and provision of construction monitoring and traffic management services during execution.

## Task Order One (1):

Feasibility and detailed engineering design (further develop and refine the concept design for execution).

- ☐ Review, validate and analyze information.
- ☐ Identify statutory and regulatory requirements.
- ☐ Conduct visual assessment of the site.
- ☐ Detailed design, studies and documentation (all disciplines).

## Task Order Two (2):

Procurement support during the procurement stages for the execution of the works.

- ☐ Respond to technical queries.
- ☐ Participate and provide support in the tender process.

## Task Order Three (3):

Construction monitoring and close-out

- ☐ Manage, administer and monitor the construction contracts and processes.

# PROCUREMENT PROCESS





# EVALUATION METHODOLOGY



## EVALUATION METHODOLOGY:

---



### ☐ **Stage 1 Step 1: Test for Administrative Responsiveness**

### ☐ **Stage 1 Step 2: Test for Substantive Responsiveness to RFP**

- Attendance of compulsory tender clarification meeting.
- Submission of proof of professional registration of the seven (7) key personnel.

## EVALUATION METHODOLOGY: *Pre-Qualification*

- ❑ **Step One - Eligibility with regards to attendance at the compulsory clarification meeting:**
- ❑ **Step Two - Proof of professional registration of the seven (7) key personnel**

No	<b>Professional Registration of Seven Key Personnel: Valid Proof of registration with registration number (certified copies must be submitted)</b>
1	<b>Architect</b> – must be currently registered with the South African Council for the Architectural Profession (SACAP) as a Pr. Arch. Provide certified copy of current valid registration with SACAP.
2	<b>Structural Engineer</b> – must be currently registered with the Engineering Council of South Africa (ECSA) – Pr.Eng or Pr.Tech. Alternatively, registrations under the International Engineering Alliance (IEA) that are recognized through the Washington, Sydney, or Dublin Accords will also be accepted. Provide certified copy of current valid registration with ECSA.
3	<b>Civil Engineer</b> – must be currently registered with the Engineering Council of South Africa (ECSA) – Pr.Eng or Pr.Tech. Alternatively, registrations under the International Engineering Alliance (IEA) that are recognized through the Washington, Sydney, or Dublin Accords will also be accepted. Provide certified copy of current valid registration with ECSA.
4	<b>Electrical Engineer</b> – must be currently registered with the Engineering Council of South Africa (ECSA) – Pr.Eng or Pr.Tech. Alternatively, registrations under the International Engineering Alliance (IEA) that are recognized through the Washington, Sydney, or Dublin Accords will also be accepted. Provide certified copy of current valid registration with ECSA.
5	<b>Mechanical Engineer</b> – must be currently registered with the Engineering Council of South Africa (ECSA) – Pr.Eng or Pr.Tech. Alternatively, registrations under the International Engineering Alliance (IEA) that are recognized through the Washington, Sydney, or Dublin Accords will also be accepted. Provide certified copy of current valid registration with ECSA.
6	<b>Quantity Surveyor</b> – must be currently registered with the South African Council for Quantity Surveying Profession (SACQSP) – Pr.QS. Provide certified copy of current valid registration with SACQSP.
7	<b>Project Manager</b> – must be currently registered with the South African Council for the Project and Construction Management Professions (SACPCMP) – Pr.CPM and/or Project Management Institute (PMI) – PMP. Provide certified copy of current valid registration with SACPCMP and/or PMI.

## STEP THREE - FUNCTIONALITY CRITERIA (*Technical Evaluation*)



- ❑ Only those tenderers who attain the minimum number of evaluation points (**70**) will be eligible for further evaluation, failure to meet the minimum threshold will result in the tender being disqualified and removed from further consideration.

Qualifying Quality Criteria	Total Number of Points
Company Previous Experience	25
CV's and Experience of Key Persons	25
Approach Paper	25
Project Programme	10
Organization and Staffing	15
<b>Total</b>	<b>100</b>



# TPPP SPECIFIC GOALS



## STEP FOUR – PRICE AND SPECIFIC GOALS

**The following preference points were allocated to selected specific goals in accordance with provision 5.7.14 of the TPPP policy**

<b>Specific Goals</b>	<b>Number of points (80/20 system)</b>	<b>Number of points (90/10 system)</b>
B-BBEE Status Level of Contributor 1 or 2	10	05
The promotion of supplier development through subcontracting a minimum of 30% of the value of a contract to South African Companies which are: I. EME or QSE 51% Black Owned.	10	05
Non-compliant and/or B-BBEE Level 3-8 contributors	0	0

## STEP FOUR – PRICE AND SPECIFIC GOALS (Cont)

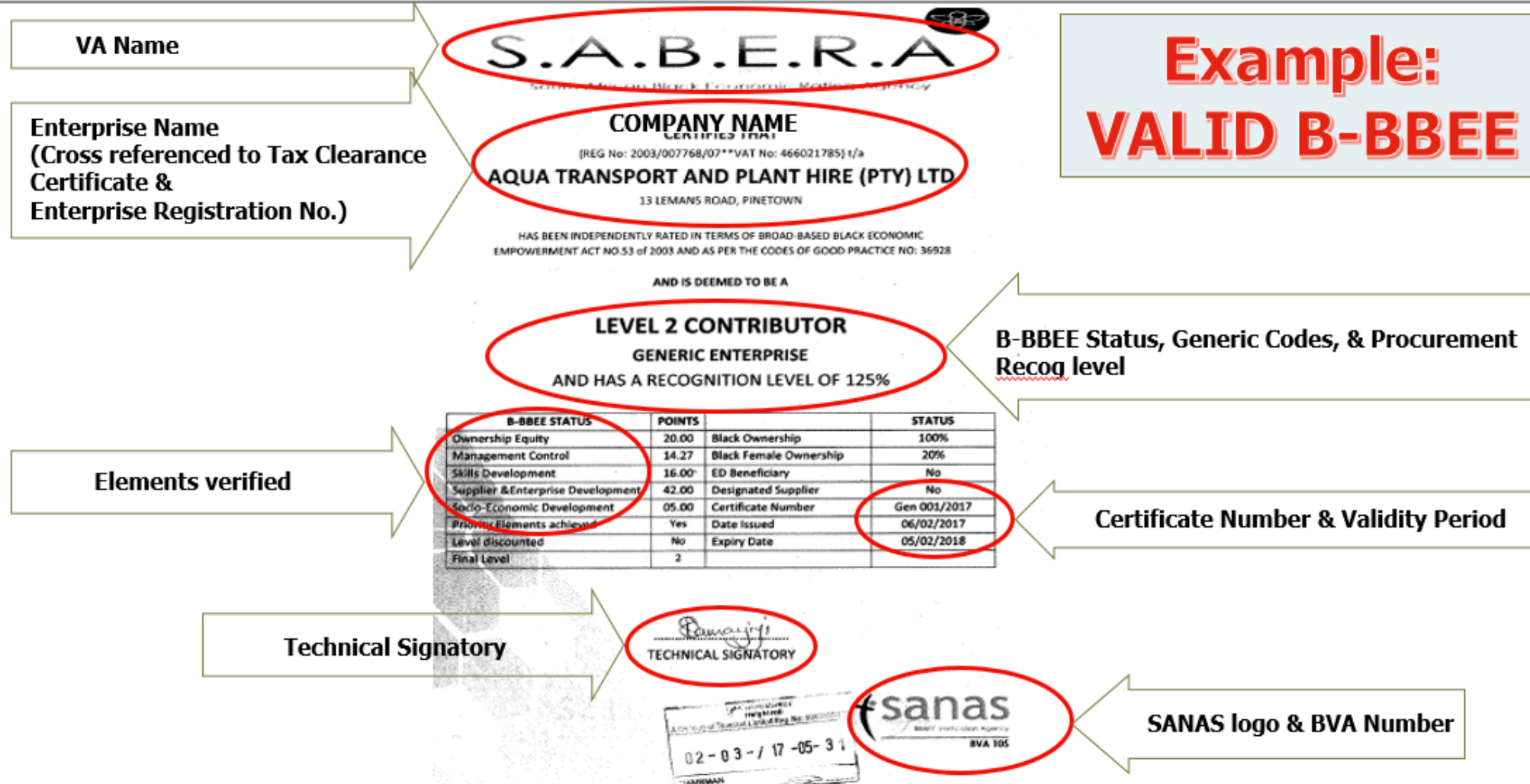
Specific Goals	Evidence Required
B-BBEE Status Level of Contributor 1 or 2	Valid B-BBEE Certificate / Sworn - Affidavit / CIPC B-BBEE Certificate (in case of JV, a consolidated scorecard will be accepted) as per DTIC guidelines.
<p>The promotion of supplier development through subcontracting a minimum of 30% of the value of a contract to South African Companies which are:</p> <p>I. EME or QSE 51% Black Owned.</p>	Sub-contracting agreements and Declaration and CIPC – B-BBEE Certificate / Sworn- Affidavit / B-BBEE CIPC Certificate as per DTIC guidelines.

**Should the evidence required for any of the Specific Goals applicable in this tender not to be provided, a tenderer will score zero (0) preference points for that particular “Specific Goal”**



# Key Pointers determining the validity of B-BBEE Certificate:

## Valid B-BBEE Certificate



**Example:  
VALID B-BBEE**

**SANAS logo & BVA Number**

# Key Pointers determining the validity of Sworn – Affidavit:



**Example:  
VALID  
SWORN  
AFFIDAVIT**

Name of deponent & ID Number

Indicate designation

Enterprise details

Indicate BO & BWO  
Tick or underlined Mngt Acc or AFS

Financial Year (dd/mm/yyyy)

B-BBEE Status Level based  
on Black Ownership

Commissioner of Oath  
signature and date

Deponent signature and date

Commissioner of Oath Certification Stamp

**SWORN A** **IE EXEMPTED MICRO ENTERPRISE**

I, the undersigned,

Full name & Surname: SUNDHRAN NAIDOO  
Identity number: 7400105131089

Hereby declare under oath as follows:

- The contents of this statement are to the best of my knowledge a true reflection of the facts.
- I am a member / director / owner of the following enterprise and am duly authorised to act on its behalf.
 

Enterprise Name	JD S W PLANT AND CIVILS CC
Trading Name	SK PLANT AND CONSTRUCTION
Registration Number	2006/037556/23
Enterprise Address	32 PARAGON PLACE INDUSTRIAL PARK PHOENIX 1905
- I hereby declare under oath that:
  - The enterprise is 100 % black owned
  - The enterprise is 0 % black woman owned;
  - Based on the management accounts and other information available on the 2016 financial year, the income did not exceed R10,000,000.00 (ten million rand);
  - Please confirm on the table below the B-BBEE level contributor, by ticking the applicable box.

100% black owned	Level One (135% B-BBEE procurement recognition)	<input checked="" type="checkbox"/>
More than 51% black owned	Level Two (125% B-BBEE procurement recognition)	
Less than 51% black owned	Level Four (100% B-BBEE procurement recognition)	
- The entity is an empowering supplier in terms of the dti Codes of Good Practice.
- I know and understand the contents of this affidavit and I have no objection to take the prescribed oath and consider the oath binding on my conscience and on the owners of the enterprise which I represent in this matter.
- The sworn affidavit will be valid for a period of 12 months from the date signed by commissioner.

Deponent Signature: [Signature]  
Date: 16 AUGUST 2016

Commissioner of Oaths  
Signature & stamp: [Signature]  
KOPIN AFRICAN POLICE SERVICE  
COMMUNITY SERVICE CENTRE

## KEY POINTERS DETERMINING THE VALIDITY OF A SWORN AFFIDAVIT (continued)

---



- ☐ Name/s of deponent as they appear in the identity document and the identity number.
- ☐ Designation of the deponent as either the director, owner or member must be indicated in order to know that person is duly authorized to depose of an affidavit.
- ☐ Name of enterprise as per enterprise registration documents issued by the CIPC, where applicable, and enterprise business address.
- ☐ Percentage of black ownership, black female ownership and designated group.
- ☐ Indicate total revenue for the year under review and whether it is based on audited financial statements or management account.
- ☐ Financial year end as per the enterprise's registration documents, which was used to determine the total revenue.
- ☐ B-BBEE Status level. An enterprise can only have one status level.

## KEY POINTERS DETERMINING THE VALIDITY OF A SWORN AFFIDAVIT (continued)

---



- ☐ Empowering supplier status must be indicated. For QSEs, the deponent must select the basis for the empowering supplier status.
- ☐ Date deponent signed and date of Commissioner of Oath must be the same.
- ☐ Commissioner of Oath cannot be an employee or ex officio of the enterprise because, a person cannot by law, commission a sworn affidavit in which they have an interest.
- ☐ In case of Joint Ventures, a Venture Agreement SANAS approved B-BBEE certificate must be submitted. The individual company sworn Affidavits/certificates will not be considered for JV's.
- ☐ Letters from the verification agency stating that the bidder is on the process of being verified will not be acceptable.
- ☐ The B-BBEE certificate/affidavit must be submitted on the date and time of closing of tender.



## FINANCIAL EVALUATION

---

- ❑ The Finance and team shall conduct financial and price evaluation to check the following:
  - Financial stability of the bidder.
  - If the bid price is market related or falls within the budget.
  - The pricing activities to be checked for any discrepancies and/or arithmetical errors.



## SUBMISSION OF DOCUMENTS

---



- ☐ Tenderers must submit all mandatory returnable document and supporting documents.
- ☐ Tenderers must submit a fully completed pricing schedule (Activity Schedule).
- ☐ Tenderers must submit a tendered price which is fixed and firm for the duration of **12 Weeks** from closing date.
- ☐ In case of a Joint Venture [JV] Bidders must submit a signed JV or agreement between the parties clearly stating the percentage [%] split of business and the associated responsibilities of each party and consolidated JV B-BEEE certificate.



## TENDER SUBMISSION (1/2)

**TENDER SUBMISSION** Transnet has implemented a new electronic tender submission system, the e-Tender Submission Portal, in line with the overall Transnet digitalization strategy where suppliers can view advertised tenders, register their information, log their intent to respond to bids and upload their bid proposals/responses on to the system.

❑ The Transnet e-Tender Submission Portal can be accessed as follows:

- Log on to the Transnet eTenders management platform website (<https://transnetetenders.azurewebsites.net>);
- Click on "ADVERTISED TENDERS" to view advertised tenders;
- Click on "SIGN IN/REGISTER – for bidder to register their information (must fill in all mandatory information);
- Click on "SIGN IN/REGISTER" - to sign in if already registered;
- Toggle (click to switch) the "Log an Intent" button to submit a bid;
- Submit bid documents by uploading them into the system against each tender selected.

## TENDER SUBMISSION (2/2)



- ❑ Tenderers are required to ensure that electronic bid submissions are done at least a day before the closing date to prevent issues which they may encounter due to their internet speed, bandwidth or the size of the number of uploads they are submitting. Transnet will not be held liable for any challenges experienced by bidders as a result of the technical challenges. Please do not wait for the last hour to submit. A Tenderer can upload **30mb** per upload and multiple uploads are permitted.
- ❑ The tender offers to this tender will be opened as soon as possible after the closing date and time. Transnet shall not, at the opening of tenders, disclose to any other company any confidential details pertaining to the Tender Offers / information received, i.e. pricing , etc.
- ❑ Submissions must not contain documents relating to any Tender other than that shown on the submission.

**Late bids or bids that are sent to an incorrect address will not be accepted.**

## CLOSING DATE AND TIME

---

TRANSNET



Closing date: **20 February 2025**

Closing time: **14H00**

Location: **Transnet e-tender management portal : [www.Transnet.net](http://www.Transnet.net)**

# TECHNICAL EVALUATION SCHEDULES





# COMPANY'S PREVIOUS EXPERIENCE

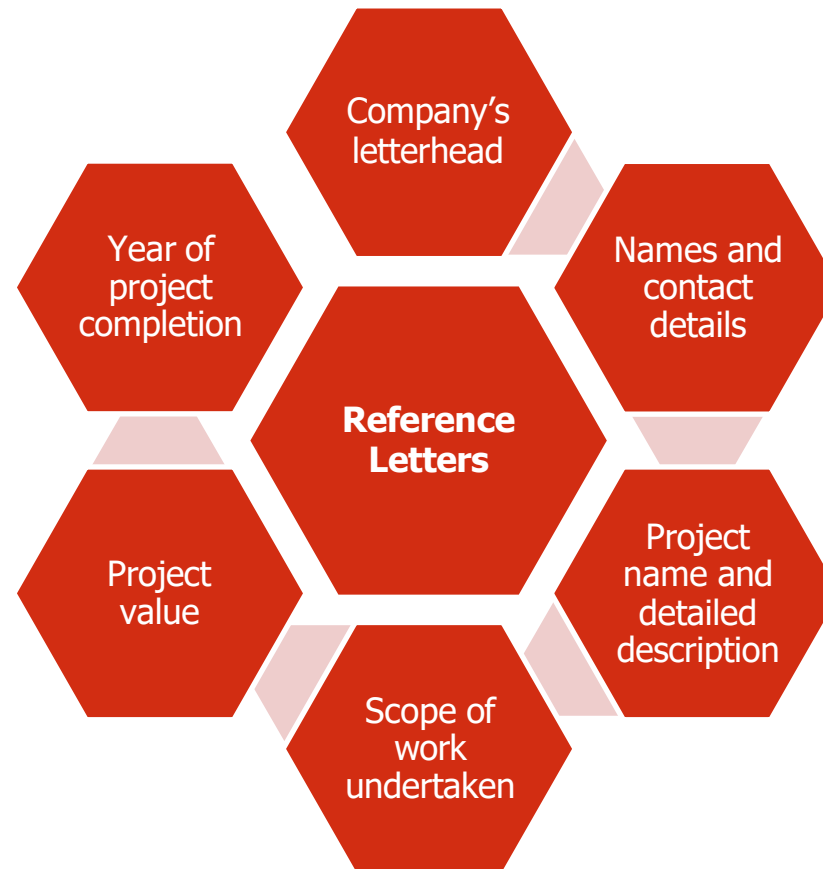


## COMPANY'S PREVIOUS EXPERIENCE [25]



Company's experience on multidisciplinary design development and detail design of a corporate multistorey office (minimum 5 storeys) and administration buildings completed in the last fifteen (15) years, or similar complex multistorey buildings such as hospitals, retail centers or large-scale projects requiring a multidisciplined engineering team.

**Reference letters received from Tenderers' sub-consultants will not be considered and evaluated for company's previous experience.**





# COMPANY'S PREVIOUS EXPERIENCE SCORING



Company's Previous Experience	
<b>No Response/ Not Acceptable (score 0)</b>	The tenderer has submitted no reference letters or reference letters that are unrelated to the multidisciplinary design development and detail design of a corporate multistorey office (minimum 5 storeys) and administration buildings in the last fifteen (15) years or inadequate information to determine the score.
<b>Poor (score 40)</b>	The tenderer has submitted one (1) or two (2) reference letters for multidisciplinary design development and detail design of a corporate multistorey office (minimum 5 storeys) and administration buildings in the last fifteen (15) years and therefore deemed to have limited experience.
<b>Satisfactory (score 70)</b>	The tenderer has submitted three (3) or four (4) reference letters multidisciplinary design development and detail design of a corporate multistorey office (minimum 5 storeys) and administration buildings in the last fifteen (15) years and therefore deemed to have satisfactory experience.
<b>Good (score 90)</b>	The tenderer has submitted five (5) reference letters for multidisciplinary design development and detail design of a corporate multistorey office (minimum 5 storeys) and administration buildings in the last fifteen (15) years and therefore deemed to have good experience.
<b>Very Good (score 100)</b>	The tenderer has submitted six (6) or more reference letters for multidisciplinary design development and detail design of a corporate multistorey office (minimum 5 storeys) and administration buildings in the last fifteen (15) years and therefore deemed to have good experience.



# CV'S & EXPERIENCE OF KEY PERSONS





## CV'S & EXPERIENCE OF KEY PERSONS [25]

Detailed CV's showing personal particulars, level of experience required for this project, including certified copies of qualifications and relevant registrations for people proposed for all identified posts for the project inclusive of minimum key people stated in the Scope of Services document. The CV should also include the name of current employer and position; and provide an outline of recent assignments/detailed experience that has bearing on the scope of work.

**Note: Only CVs of the Key People submitted in the Technical Pre-Qualification stage and Key People are also indicated in the organogram for the required roles of the project will be evaluated.**

The project team shall include properly qualified and experienced key persons who have developed the necessary skills which include but not limited to the following: **Architect; Structural Engineer; Civil Engineer, Electrical Engineer, Mechanical Engineer, Quantity Surveyor; and Project Manager.**

# CV'S & EXPERIENCE OF KEY PERSONS SCORING (EXAMPLE: ARCHITECT)



Criteria	Sub-Criteria	Criteria Matrix	Scoring	Weighting Matrix	Weighting/ Points
Evaluation Schedule: T2.2-04: Track Record (Lead Resources)				100	25
Previous experience of proposed personnel (where applicable, Professional Registration documentation). Previous experience of proposed personnel (where applicable, Professional Registration documentation).	Architect SACAP registered. (Pr.Arch)	0	No CV submitted /CV indicates <b>2 years or less</b> of experience or inadequate information to determine a score.	15%	3.75
		40%	<b>Between 3 and 9 years</b> of experience of which 2 years is after registration.		
		70%	<b>10 years</b> of experience of which 5 years is after registration.		
		90%	<b>Between 11 and 14 years</b> of experience of which 7 years is after registration.		
		100%	<b>15 years and more</b> of experience of which 10 years is after registration.		



# APPROACH PAPER



## APPROACH PAPER [25]

---



Approach paper that responds to the Scope of Services and outlines proposed approach / methodology that would be used to develop the concept design and produce the deliverables of the project. The approach paper must refer to the programme, method statement, technical approach, and provide an understanding of the project objective as well as the relevant codes of practice and approvals required.

The Approach Paper should cover the following critical aspects:

- ☐ **Outline Project Approach and Objectives**
- ☐ **Feasibility Design Development and Links to Specialist Studies**
- ☐ **Design Reviewing Process**
- ☐ **Management Tools and System**
- ☐ **Detailed Method Statement**

# APPROACH PAPER SCORING



Technical Approach and Methodology	
<b>No Response/ Not Acceptable (score 0)</b>	The tenderer has submitted no information or inadequate information to determine a score. The approach paper submitted does not cover any of the critical aspects and is generic.
<b>Poor (score 40)</b>	The approach/methodology covers one (1) or two (2) of the critical aspects required and is practical. The tenderer has misunderstood the scope of work and does not deal with the project's critical characteristics.
<b>Satisfactory (score 70)</b>	The approach/methodology covers three (3) of the critical aspects required and is tailored to address the specifics of the project objectives and requirements. The approach adequately dealt with the project's critical characteristics and is practical.
<b>Good (score 90)</b>	The approach/methodology covers four (4) of the critical aspects required and is tailored to address the specifics of the project objectives and requirements. The tenderer shows full understanding of the Employer's objectives and proposes a practical approach to address the requirements.
<b>Very good (score 100)</b>	The approach/methodology covers five (5) of the critical aspects required and is tailored to address the specifics of the project objectives and requirements. The tenderer shows full understanding of the Employer's objectives and proposes a practical approach to address the requirements.



# PROGRAMME





# PROJECT PROGRAMME [10]



The tenderer must submit a detailed Gantt chart programme (either on Microsoft Project/Primavera) that clearly sets out timelines for the project milestones, guides resource allocation, and helps manage potential project risks to provide the required services.

## Programme Structure [7]

- ☐ Level 3 Programme
- ☐ Logical Sequence
- ☐ Critical Path
- ☐ Milestones and Deliverables
- ☐ Alignment with Project Objectives

## Programme Duration [3]

- ☐ TO #1 – Feasibility and Detailed Design (10 months)
- ☐ TO #2 – Procurement Support (8 months)
- ☐ TO #3 – Construction Monitoring and Close-Out (20 months)

**Note:** The duration for TO #2 and TO #3, will remain fixed for evaluation purposes.

# PROJECT PROGRAMME SCORING



Programme Structure [7 points]		Programme Duration [3 points]
<b>No response/ Not Acceptable (score 0)</b>	The tenderer has not submitted a Gantt chart programme to evaluate the score/ Programme is not in <b>Microsoft Project/Primavera</b> .	
<b>Poor (score 40)</b>	The tenderer has submitted a proposed Gantt chart that meet one (1) or two (2) of the requirements.	The proposed duration for Task Order One (1) is more than 10 months but less than 12 months.
<b>Satisfactory (score 70)</b>	The tenderer has submitted a proposed Gantt chart that meets three (3) of the requirements.	The proposed duration for Task Order One (1) is 10 months.
<b>Good (score 90)</b>	The tenderer has submitted a proposed Gantt chart that meets four (4) of the requirements.	The proposed duration for Task Order One (1) is more than 7 months and less than 10 months.
<b>Very good (score 100)</b>	The tenderer has submitted a proposed Gantt chart that meets five (5) of the requirements.	The proposed duration for Task Order One (1) is 7 months or less.

# ORGANOGRAM





## ORGANIZATION & STAFFING [15]



An organization chart showing the proposed project team (including the key people you have identified in the Contract Data Part two, in addition to the minimum required key people stated in the Scope of Services), namely: Architect, Structural Engineer, Civil Engineer, Electrical Engineer, Mechanical Engineer, Quantity Surveyor and Project Manager. The tenderer must submit **two organograms**: one for the feasibility stage (TO #1) of the project and another for the execution stages (TO #2 and TO #3). The roles and responsibilities of each key staff member / expert should be set out as job descriptions.

The Organogram should cover the following critical aspects:

- ☐ **Hierarchy and Roles**
- ☐ **Integration and Communication**
- ☐ **Resource Allocation**
- ☐ **Specialist Resources**
- ☐ **Scalability and Flexibility**



# ORGANIZATION & STAFFING SCORING



Feasibility Organogram [8 points]		Execution Organogram [7 points]
<b>No response/ Not Acceptable (score 0)</b>	The tenderer has submitted no organogram or inadequate information to determine a score. The organogram submitted does not cover any of the critical aspects.	The tenderer has submitted no organogram or inadequate information to determine a score. The organogram submitted does not cover any of the critical aspects.
<b>Poor (score 40)</b>	The organogram covers one (1) or two (2) of the critical aspects required, therefore the organogram is deemed poor.	The organogram covers one (1) or two (2) of the critical aspects required, therefore the organogram is deemed poor.
<b>Satisfactory (score 70)</b>	The organogram covers three (3) of the critical aspects required, therefore the organogram is deemed satisfactory.	The organogram covers three (3) of the critical aspects required, therefore the organogram is deemed satisfactory.
<b>Good (score 90)</b>	The organogram covers four (4) of the critical aspects required, therefore the organogram is deemed good.	The organogram covers four (4) of the critical aspects required, therefore the organogram is deemed good.
<b>Very good (score 100)</b>	The organogram covers five (5) of the critical aspects required, therefore the organogram is deemed very good.	The organogram covers five (5) of the critical aspects required, therefore the organogram is deemed very good.

# **PART C1: AGREEMENT AND CONTRACT DATA**

## **C1.1 FORM OF OFFER AND ACCEPTANCE**

## **C1.2 CONTRACT DATA**



## PART C1: AGREEMENT AND CONTRACT DATA

---



### C1.1 FORM OF OFFER AND ACCEPTANCE

- ☐ Ensure that amount in words corresponds with amount in figures on the Pricing Schedule.
- ☐ Ensure that Form of Offer is signed by authorised person and two witnesses.



The conditions of contract (**NEC 3 Professional Services Contract**) are the core clauses and the clauses for main **Option G: Term contract**

### Dispute resolution

- Option W1: Dispute resolution procedure

### Secondary Options

- X1: Price adjustment for inflation
- X2: Changes in the law
- X7: Delay damages
- X9: Transfer of Rights
- X10: Employer's Agent
- X13: Performance Bond
- X18: Limitation of Liability
- *Z: Additional conditions of contract*



# **PRICING INSTRUCTIONS (OPTION G): ACTIVITY SCHEDULE**



## PRICING INSTRUCTION (OPTION G): ACTIVITY SCHEDULE



- ☐ The Price for Services Provided to Date is for each Task.
- ☐ The task schedule is to be read in conjunction with the Employer's Scope of Services.
- ☐ The Task Schedule provides the basis of all valuations of the Price for Services Provided to Date.
- ☐ And is based on **Tasks and/or milestones completed** as indicated on the Task Schedule.
- ☐ The Task Schedule work breakdown structure provided by the Consultant is based on the **Task Schedule provided by the Employer.**
- ☐ The Tasks listed by the Employer are the minimum Tasks acceptable and identify the specific Tasks which are required to achieve Task Completion.
- ☐ The **Consultant's detailed Task Schedule summates** back to the **Task Schedule provided by the Employer** and is in sufficient detail to monitor completion of a Task related to the Accepted Programme in order that payment of completed Tasks may be assessed.

## PRICING INSTRUCTION (OPTION G): ACTIVITY SCHEDULE



- ☐ The **Prices includes** for all **direct and indirect costs**, overheads, profits, risks, liabilities, obligations, etc. relative to the Task Order.
- ☐ **All Prices** are to include for **disbursements**, travel and accommodation expenses, office allowances, daily allowances, management fees etc. throughout the duration of the contract.
- ☐ Included separate totals for each task order.
- ☐ The **Prices listed** in the **Task Schedule** for the Task Orders are **fixed** and cannot be altered or swapped around. Task Order 1 corresponds to FEL 3 (Feasibility), while Task Orders 2 and 3 align with FEL 4 (Execution) in the Project Lifecycle Process (PLP). Funds from each task cannot be shifted from one task to another.



## PRICING INSTRUCTION (OPTION G): ACTIVITY SCHEDULE

---



- ☐ The hourly rates for salaried professional or technical staff shall not exceed rates as per DPSA.
- ☐ Payment to a director or member not providing strategic guidance in planning and executing a project or performing quality management checks shall be paid under relevant category.
- ☐ The staff rates derived from the Pricing Schedule exclude value added tax.



# TENDER CLOSING



## CLOSING DATE AND TIME



- ❑ The tender closes at the Transnet e-Tender Submission Portal: [www.transnet.net](http://www.transnet.net) on **20 February 2025** at **14:00**.
- ❑ Tenderers are required to ensure that electronic bid submissions are done at least a day before the closing date to prevent issues which they may encounter due to their internet speed, bandwidth or the size of the number of uploads they are submitting. Transnet will not be held liable for any challenges experienced by bidders as a result of the technical challenges. Please do not wait for the last hour to submit. A Tenderer can upload **30mb** per upload and multiple uploads are permitted.



# END OF PRESENTATION



# QUESTIONS AND ANSWERS SESSION:





## **ANNEXURE B - ATTENDANCE REGISTER**

## ATTENDANCE REGISTER



**Abstract**

**TENDER - TNPA/2024/11/0002/84527/RFP  
PROVISION FOR DETAILED DESIGN (FEASIBILITY) INCLUDING  
PROCUREMENT SUPPORT AND CONSTRUCTION MONITORING FOR NEW  
ADMINISTRATION BUILDING, AT THE PORT OF DURBAN**

**ATTENDANCE REGISTER**



DATE	TIME	TITLE	COMPULSORY TENDER CLARIFICATION MEETING- TNPA/2024/11/0002/84527/RFP PROVISION FOR DETAILED DESIGN (FEASIBILITY) INCLUDING PROCUREMENT SUPPORT AND CONSTRUCTION MONITORING FOR NEW ADMINISTRATION BUILDING, AT THE PORT OF DURBAN			
06 FEBRUARY 2025	10:00	VENUE	EMTATENI BOARDROOM, OCEAN TERMINAL BUILDING, PORT OF DURBAN			
NAME	DESIGNATION	COMPANY	SIGNATURE	TELEPHONE NO:	EMAIL (PLEASE WRITE CLEARLY FOR PURPOSES) CORRESPONDANCE	
R. Kampersaro	GIS	AID CONSULTING		0834263706	roy.kampersaro@grunval.com	
SUGAN PARKER	REPRESENTATIVE	B/I CONSULTING		0837727596	ADMIN@BIRKN.CO.ZA	
MATHISO GUMEDU	REPRESENTATIVE	LUNCE AFRICA QUANTITY SURVEYORS (PTY) LTD		031 566 2477	ADMIN@LEHARDS.CO.ZA	
DANIS CHARELOU	SENIL.	BOSCH PROJECTS		083 412 2653	chappeloud@boschholdings.co.za	
Sibusiso Mjumba	REPRESENTATIVE	PGA ARCHITECTS		031 584 7200	nevashni@pgaar.chitects.co.za	
Avinash Harpersad	Director	Ramgolam/Relly		0823464711	MS@Ramgolamgroup.com	
Kirsten Barnadough	Project Manager	Betts Townsend		0725851990	kirsten@btprojects.com	
Amith Sureshbabu	ACCOUNTS	IYER		083763347	amitha@iyer.co.za	
Werner Fenske	CIV ENG	Bigen Africa		0837378786	werner.fenske@bigengroup.com	
CHRIS.W. GOUWERER	DIRECTOR	UKUZA CONSULTING		082 740 4268	info@ukuza.co.za	
Ishepoiso Rakale	Safety Officer	Dynatron Group		012 000 0630	Admin@dynatrongroup.com	
Lee- anne Daniels	Secretary	nyeleti		072 082 8914	L.daniels@nyeleti.co.za	
Amers Muzo	TECHNICALS	ADOLIOS PTY LTD		+2710500 0340	tenders@adolios.co.za	
SAMUEL MURRAY	DIRECTOR	PEM CONSULTING ENGINEERS (PTY) LTD		082 387 1331	JMF@PEMTHARR.COM	
RAJEND RATHNAPPA	DIRECTOR	EUPHRA PIONEER		0844332202	rajend@reparch.co.za	
Malcolm Weaich	QUANTITY SURVEYOR	MSIMANG DETZEE ARCHITECTS		0744460711	malcolm@weaichqs.co.za	

Roberto Dalle-Vedove Engineer

spoomaker/MLC

0795034765

Roberto DV@spoomaker-ken.co.za



**TENDER - TNPA/2024/11/0002/84527/RFP  
PROVISION FOR DETAILED DESIGN (FEASIBILITY) INCLUDING  
PROCUREMENT SUPPORT AND CONSTRUCTION MONITORING FOR NEW  
ADMINISTRATION BUILDING, AT THE PORT OF DURBAN**

**ATTENDANCE REGISTER**



DATE	TIME	TITLE	COMPULSORY TENDER CLARIFICATION MEETING- TNPA/2024/11/0002/84527/RFP PROVISION FOR DETAILED DESIGN (FEASIBILITY) INCLUDING PROCUREMENT SUPPORT AND CONSTRUCTION MONITORING FOR NEW ADMINISTRATION BUILDING, AT THE PORT OF DURBAN			
06 FEBRUARY 2025	10:00	VENUE	EMTATENI BOARDROOM, OCEAN TERMINAL BUILDING, PORT OF DURBAN			
NAME	DESIGNATION	COMPANY	SIGNATURE	TELEPHONE NO:	EMAIL (PLEASE WRITE CLEARLY FOR CORRESPONDANCE PURPOSES)	
MARANKA NAIDOO	CIVIL ENGINEER	MPAMOT Africa.	<i>Maabes</i>	083 402 3166	tenders@mpamat.com	
Muhammed Ajjee	Civil Engineer	MPAMOT Africa	<i>Ajjee</i>	083 402 3166	tenders@mpamat.com	
Renisha Ntkeyi	Senior Engineer	SNEC South Africa	<i>Ntkeyi</i>	0842 093083	Renisha.Ntkeyi@smec.com	
Ntlokoza Hadebe	Civil Engineer	Ingersop South Africa	<i>Hadebe</i>	068 208 7522	tagere_tenders@ingersop.co.za	
Sonze Muzize	Manager District	Maandla dimension	<i>Sonze</i>	083 271 3035	admin@maandladimension.co.za	
Abura KEDIV	TECH	CHIEFTON	<i>KEDIV</i>	087 7002654	kandars@chiefston.co.za	
MHABISI SISIHLI	BD	LODEMANN	<i>MHABISI</i>	076 334 9887	Info@LODEMAN.CO.ZA	
Mphume Gebeshe	Civil	McPhumung	<i>Mphume</i>	089984415	mpume.dunophumung@icloud.com	
Avala Mchunu	Civil Engineer	WSP	<i>Avala</i>	083 444 8320	Pieta.Pretorius@wsp.com	
Muscat Ramabodwa	P. MANAGER	SITA ACCOUNTS PROJECT MANAGER	<i>Muscat</i>	081 205 0499	tender@sitastudio.co.za	
Kemiso Khumeng	Civil Engineer	King and Associates Engineering Projects	<i>Khumeng</i>	014 464 4482	king@kinga.co.za	
Sonele Mazibuko	Engineer	Thermbuile Consulting Engineers	<i>Sonele</i>	081 073 6677	mte@thermbuile.co.za	
Makwini Mboi	Quantity Surveyor	Excel Quantity Surveyors (PTY) LTD	<i>Makwini</i>	031 492 6355	info@excelqs.co.za	
Simangaliso Zilekazi	PM	PMST Consulting	<i>Simangaliso</i>	031 3047718	info@pmsolutions.co.za	
Yongweniwelelosi	Architect	IQ Engineering	<i>Yongweniwelelosi</i>	074552303	Mkhin.koe@iqengineering.co.za	

BERHANU BOGALE ENGINEER ZUTARI TNPAT 0786889494 berhanu.bogale@zutari.com  
Khauli Ntshela Engineer 066 46012935 khauli.ntshela@transnet

**TENDER - TNPA/2024/11/0002/84527/RFP  
PROVISION FOR DETAILED DESIGN (FEASIBILITY) INCLUDING  
PROCUREMENT SUPPORT AND CONSTRUCTION MONITORING FOR NEW  
ADMINISTRATION BUILDING, AT THE PORT OF DURBAN**

**ATTENDANCE REGISTER**



DATE	TIME	TITLE	COMPULSORY TENDER CLARIFICATION MEETING- TNPA/2024/11/0002/84527/RFP PROVISION FOR DETAILED DESIGN (FEASIBILITY) INCLUDING PROCUREMENT SUPPORT AND CONSTRUCTION MONITORING FOR NEW ADMINISTRATION BUILDING, AT THE PORT OF DURBAN			
06 FEBRUARY 2025	10:00	VENUE	EMTATENI BOARDROOM, OCEAN TERMINAL BUILDING, PORT OF DURBAN			
NAME	DESIGNATION	COMPANY	SIGNATURE	TELEPHONE NO:	EMAIL (PLEASE WRITE CLEARLY FOR PURPOSES) CORRESPONDANCE	
Ntobeko Hlongwa	C.O.O	IPC		0684942629	ntobeko.hlongwa@impaphala.co.za	
Sphamandla Hekwapo	Cost Engineer	IPC-JV		07885736558	sphamandlahekwapo@impaphala.co.za	
Fezile Pulana	Quantity Surveyor	Pulana Baxter & Partners (PBA JV)		0791527798	Fez@pba.co.za	
Theophilus Nhassego	Proc. & Admin. Manager	MAHINGA		0834681110	edwin@mahinga.co.za	
STANLEY GICHA	DIRECTOR/CEO	LENORI PROJECTS INTERNATIONAL		0824584058	stanley@lenoriprojects.com	
Siwabonga Nyathi	Design Engineer	PMA/WSP		0763856144	siya@pmaconsulting.co.za	
Tari Rumburu	QS	takegolong.com		0738210600	tari@takegolong.co.za	
Lusanda Khazayo	Pro-Serve	Pro-Serve Consulting		0126613435	lids@proservegroup.com	
Smy Maemane	DIRECTOR	SEBATA PT LTD		0690327892	maemane@sebatapty.co.za	
Monaama Nyatim	MEMBER	SWAGO ASSOCIATES		0718881882	MFO@swagocorp.co.za	
LUSANDA NGIBO	Civil Tech.	Reflective Thinking		0314626558	info@reflectivethinking.co.za	
Siba Mupfema	Civil Engr.	Masikela		03413120856	admin@masikela.co.za	

**TENDER - TNPA/2024/11/0002/84527/RFP**  
**PROVISION FOR DETAILED DESIGN (FEASIBILITY) INCLUDING**  
**PROCUREMENT SUPPORT AND CONSTRUCTION MONITORING FOR NEW**  
**ADMINISTRATION BUILDING, AT THE PORT OF DURBAN**

**ATTENDANCE REGISTER**



DATE	TIME	TITLE	COMPULSORY TENDER CLARIFICATION MEETING- TNPA/2024/11/0002/84527/RFP PROVISION FOR DETAILED DESIGN (FEASIBILITY) INCLUDING PROCUREMENT SUPPORT AND CONSTRUCTION MONITORING FOR NEW ADMINISTRATION BUILDING, AT THE PORT OF DURBAN EMTATANI BOARDROOM, OCEAN TERMINAL BUILDING, PORT OF DURBAN			
06 FEBRUARY 2025	10:00	VENUE				
NAME	DESIGNATION	COMPANY	SIGNATURE	TELEPHONE NO:	EMAIL (PLEASE WRITE CLEARLY FOR PURPOSES)	CORRESPONDANCE
Duma Mhlango	Quantity Surveyor	MLC		076 241 3563	dmhlongo@mlc-group.com	
Feuthun Mahanetsi	Office Manager	OSWOND LANG NECH CONSULTING		0834685083	feuthunm@o-l.co.za	
Neville Francis	TENDER ADMIN	CHRISTEN CONSULTING		078 800 0369	nevillefrancis1@gmail.com	
Rhumelele Mkhize	Bid & doc Mng	Globtek Consulting		0870575956	tenders@globtek.co.za	
Sibhiso Zuma	Tender Admin	KA Mognedi		0824520805	kmognedi@motsetedi.co.za	
Phetu Montwedl	Tender Admin	MMETLAKISO		0827234381	phetu.montwedl@mmetlakiso.com	
SITHUSE GUMENE	ARCHITECT	SIZA		0825456777	SITHUSE@SIZAStudio.co.za	
Ntobeko Nkunkuma	Executive Ass	Deltion Project		083 895 6080	info@deltion.co.za	
ARMSTRONG MHEMBU	ADMINISTRATOR	ZAI CONSULTING		031 303 1901	tenders@zai.co.za	
Mdu Ntuli	PM.	INGCWETI		0315691818	info@ingcweti.co.za	
Gareth Duke	ARCHITECT	TCPV ARCHITECTS		0824109429	gareth@tcpv.co.za	
THABISO MATHANYA	SR Q.S	Azadi Consulting		067 690056	info@Azadi.co.za	
Keith Govindsamy	Project Administrator	LDM Quantity Surveyors		031 207 1340	Tenders@LDMQS.co.za	
Raven Nalloo	Proj Admin	Henry Fagan		072 697 5188	Tenders@henryfagan.com	
Muhammad RANDEKE	Tender Admin	BTKM (Durban)		0847417777	muhammadr@btkm.dbn.co.za	

Gene Govinday  
 Project Admin  
 yashika  
 Mechanical  
 Ntobeko  
 Electrical  
 Beths Townsend  
 DTM  
 Muteo Consulting  
 0845579162  
 0723770200  
 083 8987890  
 geneg@btpprojects.com  
 yashika@spoorwaker-kan.co.za  
 mail@muteo.co.za



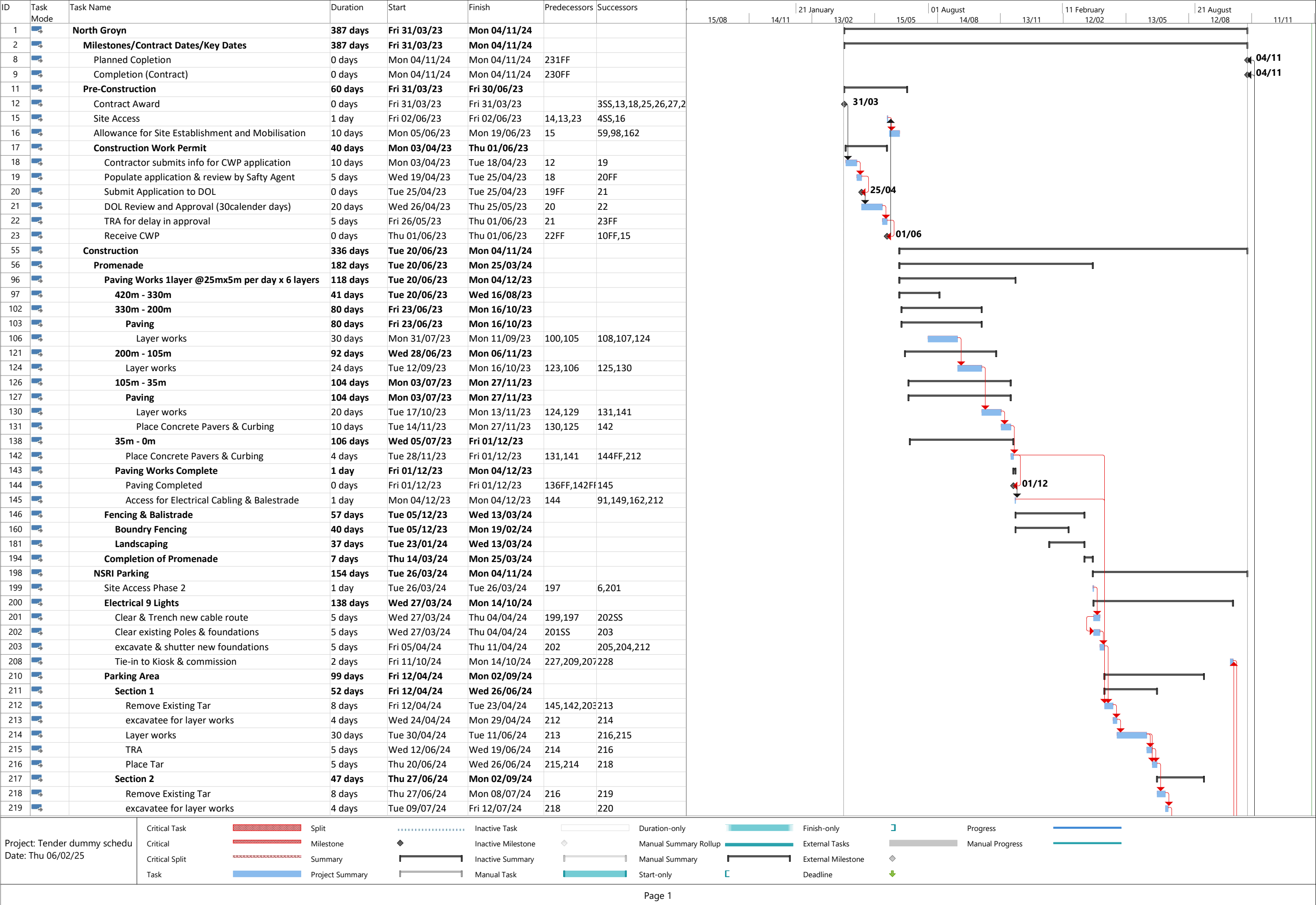
## 1. Summary

Meeting title	Briefing - New Admin Building
Attended participants	6
Start time	2/06/25, 9:51:59 AM
End time	2/06/25, 11:33:52 AM
Meeting duration	1h 41m 53s
Average attendance time	1h 17m 23s

## 2. Participants

Name	First Join	Last Leave	In-Meeting Dura	Role
Winile Xhakaza [Transnet Eastern Region]	2/06/25, 9:55:15 AM	2/06/25, 11:33:52 AM	1h 38m 36s	Organizer
Thembelihle Loni TNPA HQ	2/06/25, 9:52:02 AM	2/06/25, 11:31:47 AM	1h 39m 44s	Presenter
Ntombozuko Xama [Transnet HQ]	2/06/25, 10:03:25 AM	2/06/25, 11:18:17 AM	1h 14m 51s	Presenter
Victor Mnikathi Transnet NPA Ngqura	2/06/25, 10:10:57 AM	2/06/25, 11:18:08 AM	1h 7m 11s	Presenter
Naadiya Mahomed [Transnet NPA HQ]	2/06/25, 10:13:13 AM	2/06/25, 11:18:11 AM	1h 4m 57s	Presenter
Feroz Khan [Transnet NPA HQ]	2/06/25, 10:19:14 AM	2/06/25, 11:18:11 AM	58m 57s	Presenter

## **ANNEXURE C - PROGRAMME SCHEDULE EXAMPLE**



Page 1



