

Briefing session Meeting Minutes

DATE: 29 January 2025 Time: 11:00am-12:15 pm.

TENDER DESCRIPTION: INFORMATION IS REQUIRED TO ENABLE TRANSNET TO IDENTIFY A SERVICE PROVIDER TO ASSIST IN THE RECOVERY, UPGRADE, AND LONGTERM SUPPORT OF THE CLASS 20E, 21E, AND 22E LOCOMOTIVE FLEETS.

THEREAFTER;

THROUGH A SEPARATE "REQUEST FOR PROPOSAL" [RFP] PROCESS

TO APPOINT NATIONAL SERVICE PROVIDERS TO UNDERTAKE THE PROVISION OF RECOVERY, UPGRADE, AND LONG-TERM SUPPORT OF THE CLASS 20E, 21E, AND 22E LOCOMOTIVE FLEET OVER AN AGREED PERIOD.

PLACE: MICROSOFT TEAMS

Attendance	<p><u>Transnet Representative – Via Teams</u></p> <p>Buyisiwe Hlatshwayo Ayanda Msomi Basani Duiker Seloke Tladi Justice Ngwenyama Aaron Mabena Ditha Nkoga Mandisi Ngozi Tekan Miyambo Kameshini Pathar Joel Mathonsi Elvis Tshivhilinge Itumeleng Fanampe Tshepo Sebe Wandile Shage</p> <p><u>Others (Bidders)- Via Teams</u></p>
Opening	BH, welcomed everyone, asked Transnet participants to introduce themselves and explain their roles and responsibilities, also, thanked everyone for making time to attend the meeting.
Agenda of the meeting	BH outlined the scope of the RFI to ensure a complete understanding by the bidders to enable them to submit a comprehensive bid
Key Points (Matters)	<p><u>Presentation</u></p> <p>BH summarised the RFI requirements, to avoid any misunderstandings in the future to ensure prospective bidders gain better understanding of the terms/requirements and seek clarity where necessary and if required.</p> <p>BH- Advised bidders to put all their questions in writing for a formal response by TFR. The bidders were also advised that the minutes of the briefing session as well as the briefing presentation will be sent to bidders in attendance of the briefing.</p> <p>Bidders- required clarity regarding the technical requirements of the RFI, as such some of the questions were responded to on the spot. These questions and answers are</p>

	<p>annexed hereto as annexure I.</p> <p>BH- advised the bidders to always check the tender portal for any possible changes/ addendums that might be uploaded while the tender is on the market.</p> <p>BH- explained that all the information pertaining to the above question is also on the RFP.</p> <p>BH thanked everyone who took their time to attend the briefing session and adjourned the meeting.</p>
Action Items	<p><u>Status</u></p> <ul style="list-style-type: none"> • Transnet to share the presentation and the minutes with everyone

Minutes Compiled By:



Buyisiwe Hlatshwayo
Commodity Manager Tactical Sourcing
Date: 06 February 2025

Reviewed by:



Ayanda Msomi
Senior Manager Tactical Sourcing
Date: 7 February 2025