

REQUEST FOR PROPOSAL [RFP] No TNPA/2023/11/0015/49564/RFP

DESCRIPTION: ESTABLISHMENT OF AN APPROVED PANEL OF SERVICE PROVIDERS TO BE APPOINTED AS OPERATOR(S) OF LAST RESORT OF TNPA PORT TERMINAL/FACILITY OPERATIONS FOR A PERIOD OF THREE (3) YEARS AS AND WHEN REQUIRED, AS A TRANSITIONAL MECHANISM UNTIL NEW TERMINAL OPERATOR(S) ARE APPOINTED THROUGH THE SECTION 56 PROCESS

BRIEFING NOTE 4 OF 4

Questions Posed After Briefing Session	
Question	Answer
<p>1. By requesting actual existing operational risk assessments, TNPA has fundamentally changed the evaluation criteria it has detailed in Annexure A. Because it's not just the plan that is being asked for, it's now the plan plus everything that is being done to implement the plan. Please can TNPA confirm that the Technical Evaluation Criteria has changed for item 3 (Occupational Health and Safety) and that evidence of the implementation of the Health and Safety Plan is required in addition to the originally specified criteria of a signed Health and Safety Plan?</p>	<p>There is no fundamental change on the Technical criteria since it had originally requested a signed off Health and Safety Plan and demonstration of how the aims of the company's Health and Safety Policy are being achieved.</p>
<p>2. If this is the case, could TNPA kindly specify which documents/evidence of health and safety plan implementation is required to be submitted for the other 9 elements of Technical Evaluation Criteria item 3? ie what documentation is required for:</p> <ul style="list-style-type: none"> a) Emergency management plan. b) Procuring and implementing systems and services for the prevention, monitoring, detection and extinguishment of fires or explosions; c) Medical Surveillance Program; d) Permit to Work System; e) Incident reporting procedure; f) Safe Operating Procedures, Work Instructions and standards of housekeeping; 	<p>Bidders must demonstrate how the aims of the company's Health and Safety Policy are being achieved on the listed elements.</p>

Questions Posed After Briefing Session	
Question	Answer
<p>g) Issuance of Personal Protective Equipment (PPE) register, the expectation of its use, including for Third Party Contractors;</p> <p>h) Safety management of visitors and contractors;</p>	
<p>3. Following from the questions above. With specific reference to TNPA's answer to question 2 in briefing note 3. The answer now says 'proof of training' is required. Whereas the original technical evaluation criteria in Annexure A only required a Health and Safety plan, which would include a plan/details of the training that is to be undertaken. As TNPA is now requesting 'proof of training' please advise:</p> <p>a) What training does TNPA would like to see proof for? There are 3 different elements of training in the specified in point 3j) under Annexure A – Training for Health and Safety Appointees, on site duties training and inductions?</p> <p>b) What period must training records be provided for?.</p> <p>c) What is form of documentation pr other evidence is considered adequate proof of training?</p> <p>d) Who must training records be provided for? We have thousands of employees so it will be far more practical to provide training records for a sample, rather than all employees. If this is acceptable, what size should the sample be? .</p>	<p>a) Proof of training of SHE Appointees, evidence of SHE Induction training, evidence of SOP training or a detailed Health and Safety training plan if training has not been conducted.</p> <p>b) All training records provided need to be valid.</p> <p>c) Certificates and attendance registers</p> <p>d) TNPA is requesting proof of training of SHE Appointees and Health and Safety induction records in light of the large numbers sited a sample will also suffice.</p>
<p>4. Please can you clarify why the documents above are still classified as Essential Returnable? Given that TNPA has now said in the answers that they are for reading/noting only and it is a requirement to return a signed Certificate of Acquaintance? Surely these documents should be removed from the list of Essential Returnable Documents – just as was done for the COIDA certificate when TNPA determined it was not required at this stage of the RFP?</p>	<p>The documents are classified as essential documents for bidders to acknowledge that he/she has made himself/herself thoroughly familiar with all the conditions governing this RFP. Therefore , it is a requirement to sign and return the certificate Acquaintance.</p>