



TENDER BRIEFING SESSION

(Non-compulsory)

TNPA/2023/11/0021/51386/RFP:

APPOINTMENT OF A SERVICE PROVIDER FOR THE REVIEW OF THE TRANSNET NATIONAL PORTS PLAN AND ASSOCIATED DEVELOPMENT STRATEGIES FOR A PERIOD OF TEN (10) MONTHS

Date : 06 March 2024 10:00am

Venue : Microsoft Teams

AGENDA

Agenda Item	Presenter
1. Welcome and Introduction	Pfarelo Netshiongolwe
2. Meeting Rules	Pfarelo Netshiongolwe
3. Background	Cacisa Kalane
4. Scope of Work	Cacisa Kalane
5. Tender Evaluation Methodology	Rapelang Mokoena/ Pfarelo
5.1 Evaluation Steps	Pfarelo Netshiongolwe
5.2 Pricing and Delivery Schedule	Cacisa Kalane
5.3 Returnable Documents	Pfarelo Netshiongolwe
6. Tender Submission	Pfarelo Netshiongolwe
7. Questions & Answers	

1. WELCOME AND INTRODUCTION

Meeting Purpose and Objective

- The purpose of this meeting is to clarify the Request for Proposal: **RFP No TNPA/2023/11/0021/51386/RFP** advertised on the on the Transnet and National Treasury e-Tender Portals.
- The objective of this meeting is to ensure that Transnet National Ports Authority's objectives related to the service requirement is well understood.
- To report any fraud, tip-offs anonymous: **0800 003 056** or **transnet@tip-offs.com**

2. MEETING RULES

- Attendees to remain muted during the presentations.
- All questions to be raised after the presentation.
- Attendees must make use of the hand raise function on MS Teams to be acknowledged if they have a question to raise.
- TNPA will endeavor to answer all questions during the session, however all answers to be responded to in writing and issued with briefing session minutes.
- Questions to be followed-up by email to **TNPAtenderenquiries1@transnet.net** by no later than close of business, Friday, 15 March 2024 at 12:00pm. Use the Tender reference number as subject.
- No information will be repeated during the session for the benefit of those who join the session late.



BACKGROUND & SCOPE OF SERVICE



3. BACKGROUND

In line with section 11 of the National Ports Act (2005) which stipulates that the Port Development Plans must be prepared and periodically updated. To align with the provisions of section 11 and 12 of the National Ports Act (2005), TNPA has resolved to prepare a comprehensive revision of the National Ports Plan (NPP) for all South African ports namely:

- 1) Richards Bay;
- 2) Durban;
- 3) East London;
- 4) Ngqura;
- 5) Port Elizabeth;
- 6) Mossel Bay;
- 7) Cape Town; and
- 8) Saldanha Bay.

The NPP objectives for all South African commercial ports are to:

- a) Successfully develop a National Ports Plan that is consistent with national and international strategies.
- b) Align with actual market conditions, the long-term Ports vision and assess the existing infrastructure, port capacity, port operations, corridors, and the entire logistics value chain.

4. SCOPE OF SERVICE

The scope of this RFP is to appoint a service provider for the review of the Transnet National Ports Plan and associated development strategies.

The scope of service comprises of the nine (9) work packages:

- 1) Executive summary of the 2024 NPP.
- 2) Demand projections analysis based on market conditions for each cargo type.
- 3) Development of National Development Strategies for each cargo type.
- 4) Development of regional socio-economic studies.
- 5) Identification of environmental sensitive areas, identification of fatal flows.
- 6) Development of Traffic Management Plan for Western, Eastern and Central Region.
- 7) National Port Development Implementation Plan.
- 8) National Port Investment Plan.
- 9) Port Development Framework Plan for each port.

Refer to **section 3.1** of the RFP document for the detailed scope of service.

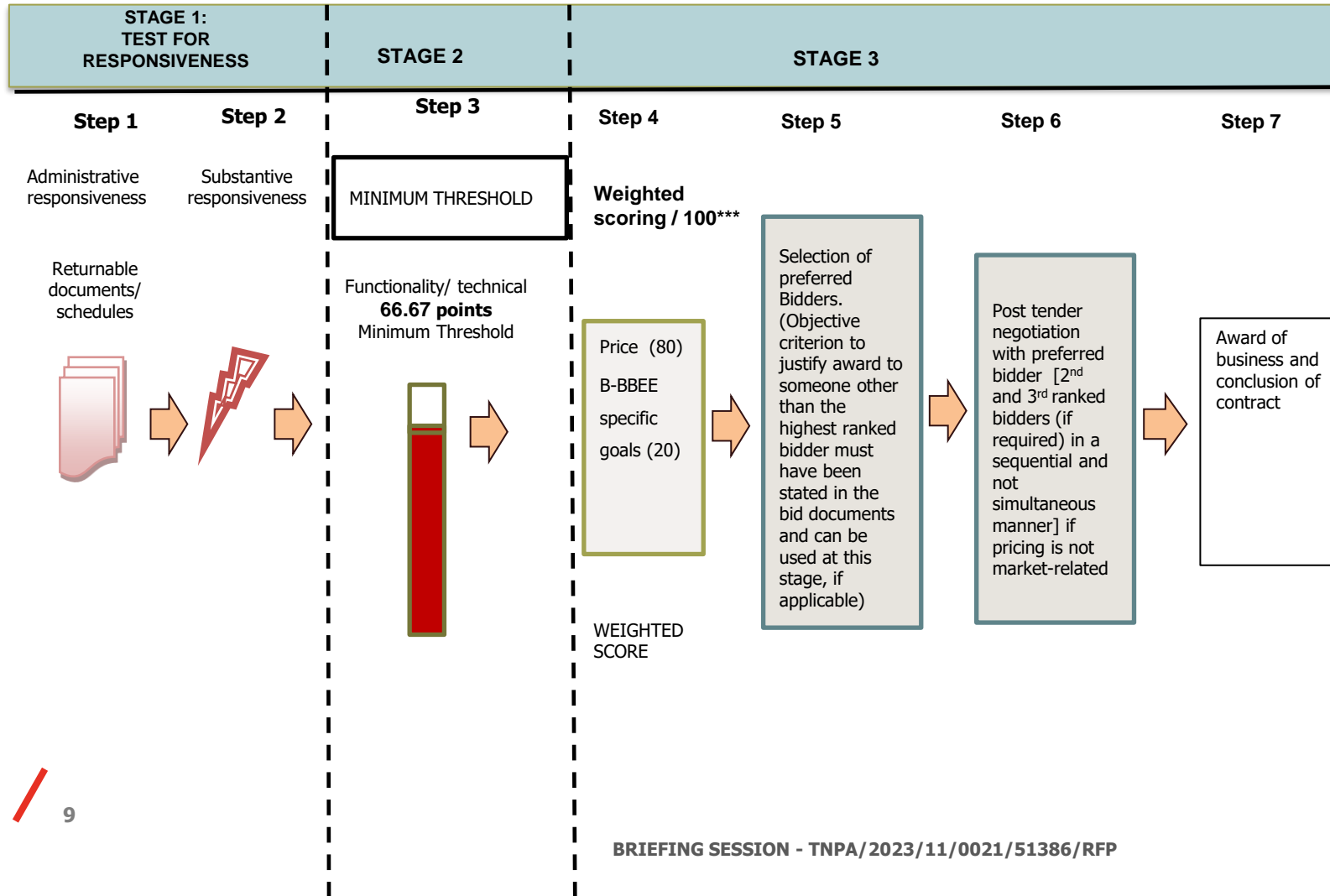


TENDER EVALUATION METHODOLOGY



5. EVALUATION METHODOLOGY

Transnet will utilise the following methodology and criteria in selecting a preferred Service Provider:



5.1 EVALUATION STEPS

Step One: Test for Administrative Responsiveness

The test for administrative responsiveness will include the following:

Administrative responsiveness check	RFP Reference
<ul style="list-style-type: none"> Whether the Bid has been lodged on time 	<i>Section 1 paragraph 3</i>
<ul style="list-style-type: none"> Whether all Returnable Documents and/or schedules [where applicable] were completed and returned by the closing date and time 	<i>Section 5</i>
<ul style="list-style-type: none"> Verify the validity of all returnable documents 	<i>Section 5</i>
<ul style="list-style-type: none"> Verify if the Bid document has been duly signed by the authorised respondent 	<i>All sections</i>

Step Two: Test for Substantive Responsiveness

The test for substantive responsiveness to this RFP will include the following:

Check for substantive responsiveness	RFP Reference
<ul style="list-style-type: none"> Whether any general and legislation qualification criteria set by Transnet, have been met 	<i>All sections including Section 2 paragraphs, 2.2, 6, 11.2, General Bid Conditions clause 20</i>
<ul style="list-style-type: none"> Whether the Bid contains a priced offer as prescribed in the pricing and delivery schedule 	<i>Section 4</i>
<ul style="list-style-type: none"> Whether the Bid materially complies with the scope of service and/or technical specifications given 	<i>All Sections</i>

5.1 EVALUATION STEPS

Step Three: Minimum Threshold 66.67 points for Technical Criteria

Technical evaluation will be conducted out of 100 points. The technical evaluation criteria for is attached hereto as **Annexure A**.

5.1 EVALUATION STEPS

STEP FOUR: Evaluation and Final Weighted Scoring

Price evaluation will be conducted out of 80 points.

a) Price Criteria [Weighted score 80 points]:

Evaluation Criteria	RFP Reference
<ul style="list-style-type: none"> Commercial offer 	<i>Section 4</i>

Transnet will utilise the following formula in its evaluation of Price:

$$PS = 80 \left(1 - \frac{Pt - Pmin}{Pmin} \right) \text{ Where:}$$

Where:

Ps = Score for the Bid under consideration

Pt = Price of Bid under consideration

$Pmin$ = Price of lowest acceptable Bid

5.1 EVALUATION STEPS

STEP FOUR: Evaluation and Final Weighted Scoring

b) Specific Goals [Weighted score 20 points]

- Specific goals preference points claim form
- Preference points will be awarded to a bidder for attaining the specific goals requirements in accordance with the table indicated in Section 3.1 of the specific goals Claim Form.

SUMMARY: Applicable Thresholds and Final Evaluated Weightings

Thresholds	Minimum Threshold
Desktop Technical Evaluation	66.67

Evaluation Criteria	Final Weighted Scores per category of items
Price	80
B-BBEE - Specific Goals	20
TOTAL SCORE:	100

Transnet Preferential Procurement Policy Specific Goals

- The following preference point system will be applicable to this bid:
- The 80/20 system for requirements with a Rand value of up to R50 000 000 (all applicable taxes included); and
- The following specific goals will apply for this transaction.

Selected Specific Goals	Number of points (80/20 system)
B-BBEE Status Level of Contributor 1 and 2	10
30% Black Women Owned Entities	5
+50% Black Youth Owned Entities	5
Non-compliant and/or B-BBEE Level 3-8 contributors	0



Transnet Preferential Procurement Policy Specific Goals Acceptable Evidence

Specific Goals	Acceptable Evidence
B-BBEE Level of contributor (1 or 2)	B-BBEE Certificate / Sworn- Affidavit / B-BBEE CIPC Certificate (in case of JV, a consolidated scorecard will be accepted) as per DTIC guideline
30% Black Women Owned Entities	Certified copy of ID documents of the Owner(s) which are 30% owned by Black women
+50% Black Youth Owned Entities	Certified copy of ID Documents of the Owners and B-BBEE Certificate / Sworn- Affidavit / B-BBEE CIPC Certificate (in case of JV, a consolidated scorecard will be accepted) as per DTIC guideline

Key Pointers determining the validity of a sworn affidavit

- 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.
- 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.

Key Pointers determining the validity of a sworn affidavit (Cont.)

- Valid B-BBEE certificate from SANAS accredited verification agency, CIPC B-BBEE certificate or BBEE sworn affidavit complying with the following requirements.
- 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.

Valid B-BBEE Sworn Affidavit

**Example:
VALID
SWORN
AFFIDAVIT**

Name of deponent & ID Number

SWORN A [] EXEMPTED MICRO ENTERPRISE

I, the undersigned,

Full name & Surname	SUNDHRAN NAIDOO
Identity number	7406165131089

Enterprise details

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	D S W PLANT AND CIVILS CC
Trading Name	SK PLANT AND CONSTRUCTION
Registration Number	2006/037956/23
Enterprise Address	32 PARAGON PLACE INDUSTRIAL PARK PHOENIX 2004

**Indicate BO & BWO
Tick or underlined Mngt Acc or AFS**

- 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 rands);
 - Please confirm on the table below the B-BBEE level contributor, by ticking the applicable box.

Financial Year (dd/mm/yyyy)

B-BBEE Status Level based on Black Ownership

100% black owned	Level One (135% B-BBEE procurement recognition)	<input checked="" type="checkbox"/>
More than 51% black owned	Level Two (120% B-BBEE procurement recognition)	<input type="checkbox"/>
Less than 51% black owned	Level Four (100% B-BBEE procurement recognition)	<input type="checkbox"/>

Commissioner of Oath signature and date


Commissioner of Oaths
Signature & stamp

Deponent Signature: 
Date: 16 August 2016

Deponent signature and date



Commissioner of Oath Certification Stamp



Valid B-BBEE Certificate

COMPANY NAME

**Example:
VALID CIPC B-BBEE**

dtic logo



CIPC logo



**B-BBEE CERTIFICATE
FOR
EXEMPTED MICRO ENTERPRISES**

Issued by the Companies & Intellectual Property Commission (CIPC) on behalf of the Department of Trade and Industry. Based on the Financial Statements/Management Accounts and other information available on the latest financial year-end, the annual Total Revenue was R10,000,000.00 (Ten Million Rands) or less.

This Certificate serves as an Affidavit in terms of Code Series 000, Section 4.5 of the Amended Codes 2013.

Bar code with tracking number



Bar code with enterprise number

B-BBEE LEVEL 1 CONTRIBUTOR: 135% PROCUREMENT RECOGNITION

Certificate number

Certificate Number: 9367024328

CIPC Watermark

% of BO, BWO & TWO

Total Number of Shareholders: ONE (1) SHAREHOLDER(S)
Number of Black Shareholders: ONE (1) BLACK SHAREHOLDER(S)
Number of White Shareholders: ZERO (0) WHITE SHAREHOLDER(S)
Black Ownership Percentage: 100% BLACK OWNERSHIP
Black Female Percentage: 100% BLACK FEMALE OWNERSHIP
White Ownership Percentage: 0% WHITE OWNERSHIP

B-BBEE Status & Proc Recog Level

Date of issue & expiry date

B-BBEE Status: B-BBEE LEVEL 1 CONTRIBUTOR: 135% PROCUREMENT RECOGNITION
Date of Issue: 01-June-2022
Expiry Date: 31-May-2023

- Unemployed black people not attending and not required by law to attend an educational institution and not awaiting admission to an educational institution: 0%
- Black people who are youth as defined in the National Youth Commission Act of 1996: 100%
- Black people who are persons with disabilities as defined in the Code of Good Practice on employment of people with disabilities issued under the Employment Equity Act: 0%
- Black people living in rural and under developed areas: 0%
- Black military veterans who qualify to be called a military veteran in terms of the Military Veterans Act 18 of 2011: 0%

Reg. Number & Enterprise Name

ENTERPRISE INFORMATION

Registration number: 2017 / 267673 / 07
Enterprise Name: JOEL MARK (PTY) LTD
Registration Date: 19-June-2017
Enterprise Type: Private Company
Enterprise Status: In Business

Physical Address
the dti Campus - Block F
77 Meintjies Street
Sunnyside 0001

Postal Address: Companies
P O Box 429
Pretoria
0001

Docex: 256
Web: www.cipc.co.za
Contact Centre: 086 100 2472(CIPC)
Contact Centre (International): +27 12 394 9500





Valid B-BBEE Certificate

VA Name

Enterprise Name
(Cross referenced to Tax Clearance Certificate & Enterprise Registration No.)

Elements verified

Technical Signatory

S.A.B.E.E.R.A.
South African Black Economic Empowerment Agency

COMPANY NAME
CERTIFIES THAT
(REG No: 2003/007768/07**VAT No: 466021785) t/a
AQUA TRANSPORT AND PLANT HIRE (PTY) LTD
13 LEMANS ROAD, PINETOWN

HAS BEEN INDEPENDENTLY RATED IN TERMS OF BROAD-BASED BLACK ECONOMIC EMPOWERMENT ACT NO.53 of 2003 AND AS PER THE CODES OF GOOD PRACTICE NO: 36928

AND IS DEEMED TO BE A

LEVEL 2 CONTRIBUTOR
GENERIC ENTERPRISE
AND HAS A RECOGNITION LEVEL OF 125%

B-BBEE STATUS	POINTS		STATUS
Ownership Equity	20.00	Black Ownership	100%
Management Control	14.27	Black Female Ownership	20%
Skills Development	16.00	ED Beneficiary	No
Supplier & Enterprise Development	42.00	Designated Supplier	No
Socio-Economic Development	05.00	Certificate Number	Gen 001/2017
Priority Elements achieved	Yes	Date issued	06/02/2017
Level discounted	No	Expiry Date	05/02/2018
Final Level	2		

**Example:
VALID B-BBEE**

B-BBEE Status, Generic Codes, & Procurement Recog level

Certificate Number & Validity Period

SANAS logo & BVA Number

5.1 EVALUATION STEPS

STEP FIVE: Objective Criteria (if applicable)

- Transnet reserves the right to award the business to the highest scoring bidder/s unless objective criteria justify the award to another bidder. The objective criteria Transnet may apply in this bid process include:
 - Award of business to a bidder who did not score the highest points on Price and B-BBEE Specific goals, should the price of that highest bidder be underquoted and is not market related.

5.1 EVALUATION STEPS

STEP SIX: Post Tender Negotiations (if applicable)

- Respondents are to note that Transnet may not award a contract if the price offered is not market-related. In this regard, Transnet reserves the right to engage in PTN with the view to achieving a market-related price or to cancel the tender. Negotiations will be done in a sequential manner i.e.:
 - first negotiate with the highest ranked bidder or cancel the bid, should such negotiations fail,
 - negotiate with the 2nd and 3rd ranked bidder (if required) in a sequential manner.
- In the event of any Respondent being notified of such short-listed/preferred bidder status, his/her bid, as well as any subsequent negotiated best and final offers (BAFO), will automatically be deemed to remain valid during the negotiation period and until the ultimate award of business.
- Should Transnet conduct post tender negotiations, Respondents will be requested to provide their best and final offers to Transnet based on such negotiations. Where a market related price has been achieved through negotiation, the contract will be awarded to the successful Respondent(s).

5.1 EVALUATION STEPS

STEP SEVEN: Award of business and conclusion of contract

- Immediately after approval to award the contract has been received, the successful bidder will be informed of the acceptance of his/their Bid by way of a Letters of Award. Thereafter the final contract will be concluded with the successful Respondent.
- A final contract will be concluded and entered into with the successful Bidder at the acceptance of a letter of award by the Respondent.

5.2 PRICING AND DELIVERY SCHEDULE

The pricing schedule is attached hereto as **Annexure B**. Respondents are required to fully complete the pricing schedule.

- a) Respondents are to note that if the price offered by the highest scoring bidder is not market-related, Transnet may not award the contract to that Respondent. Transnet may-
 - (i) negotiate a market-related price with the Respondent scoring the highest points or cancel the RFP;
 - (ii) if that Respondent does not agree to a market-related price, negotiate a market-related price with the Respondent scoring the second highest points or cancel the RFP;
 - (iii) if the Respondent scoring the second highest points does not agree to a market-related price, negotiate a market-related price with the Respondent scoring the third highest points or cancel the RFP.

If a market-related price is not agreed with the Respondent scoring the third highest points, Transnet must cancel the RFP.

- b) Prices must be quoted in South African Rand inclusive of VAT.
- c) Any disbursement not specifically priced for will not be considered/accepted by Transnet.
- d) ***To facilitate like-for-like comparison bidders must submit pricing strictly in accordance with this pricing schedule and not utilise a different format. Deviation from this pricing schedule could result in a bid being declared non-responsive.***
- e) Respondents, if awarded the contract, are required to indicate that their prices quoted would be kept firm and fixed for the contract duration. [Not to be confused with bid validity period Section 2, clause 1].

5.3 RETURNABLE DOCUMENTS

a) Mandatory Returnable Documents

Respondents are required to submit with their bid submissions the following Mandatory Returnable Documents, and also to confirm submission of these documents by so indicating [Yes or No] in the tables below:

MANDATORY RETURNABLE DOCUMENTS	SUBMITTED [Yes/No]
Section 4 : Pricing and Delivery Schedule	

5.3 RETURNABLE DOCUMENTS

b) Returnable Documents used for Scoring

Respondents are further required to submit with their Proposals the following **Returnable Documents Used for Scoring** and also to confirm submission of these documents by so indicating [Yes or No] in the table below:

RETURNABLE DOCUMENTS USED FOR SCORING	SUBMITTED [Yes or No]
Respondent’s valid proof of evidence to claim points for compliance with Specific Goals’ requirements as stipulated in Section 9 of this RFP	
Bidder’s response to Technical Evaluation Criteria Annexure A	
Valid proof of Respondent’s compliance to B-BBEE requirements stipulated in Section 9 of this RFP (Valid B-BBEE certificate or Sworn- Affidavit as per DTIC guidelines)	

5.3 RETURNABLE DOCUMENTS

c) Essential Returnable Documents

Over and the above the requirements of section (a) and (b) mentioned above, Respondents are further required to submit with their Proposals the following Essential Returnable Documents and also to confirm submission of these documents by so indicating [Yes or No] in the table below:

ESSENTIAL RETURNABLE DOCUMENTS & SCHEDULES	SUBMITTED [Yes or No]
In the case of Joint Ventures, a copy of the Joint Venture Agreement or written confirmation of the intention to enter into a Joint Venture Agreement	
SECTION 1 : SBD 1	
SECTION 5 : Proposal Form and List of Returnable documents	
SECTION 6 : Certificate of Acquaintance with RFP, Terms & Conditions & Applicable Documents	
SECTION 7 : RFP Declaration and Breach of Law Form	
SECTION 9: B-BBEE Preference Claim Form	
SECTION 10: Protection of Personal Information	
Central Supplier Database (CSD) Report	
SARS Tax Compliance Pin	



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TENDER SUBMISSION



6. TENDER SUBMISSION

Closing date: 20 March 2024

Time: 16:00 PM

Proposal 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.

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

- Log on to the Transnet eTenders management platform website/ Portal (<https://transnetetenders.azurewebsites.net>) Please use Google Chrome to access Transnet link/site);
- 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.
- No late submissions will be accepted. The bidder guide can be found on the Transnet Portal <https://transnetetenders.azurewebsites.net>
- Tenderers must ensure the titles of the documents intended for upload does not contain special characters, e.g. #, %, etc. The use of special characters will result in document upload failure.

7. QUESTIONS AND ANSWERS



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THANK YOU

