

<b>SUBJECT</b>	Minutes of Tender Clarification Meeting				
<b>TITLE</b>	<b>PROVISION OF PROFESSIONAL SERVICE FOR THE FEASIBILITY AND DETAILED DESIGN INCLUDING PROCUREMENT SUPPORT AND SUPERVISION FOR BAYHEAD AND LANGEBERG ROAD UPGRADE, AT THE PORT OF DURBAN</b>				
<b>MEETING #</b>	001				
<b>VENUE</b>	Transnet National Ports Authority, Queens Warehouse, 2 <sup>nd</sup> Floor, Queen Elizabeth Boardroom				
<b>DATE</b>	3 <sup>RD</sup> April 2024 @ 10h00				
<b>ATTENDEES</b>	Name	Company	Name	Company	
	Rory Torr	TNPA	Aphiwe Dube	Robust Consulting Engineers	
	Sanelisiwe Shozi	TNPA	Prayer	Khalfani Consulting	
	Selvan Pillay	TNPA	Hope Lekoa	MIL Engineering	
	Thutukile Sibeta	TNPA	Siyanda Masango	Malojeni Consulting	
	Rajan Chetty	TNPA	Prince Mazibuko	Plandy holdings	
	Winston Ponsamy	TNPA	Pravesh Lognath	Zutari	
	Ndumiso Zikhali	TNPA	Chris Govender	Chiefton	
	Cleaver Warikandwa	TNPA	Diren Nankumar	Xariba Enterprises cc t/a	
	Alvin Singama	TNPA		Nankhoo Consulting Engineers	
	Rapelang Mokoena	TNPA	Sboniso Masuko	SMEC South Africa	
	Salathiso Xoxo	TNPA	Shanton Poonganam	RITES Ltd- Rites Afrika	
	Thembelihle Loni	TNPA	Yashiv Dhamodar	RITES (LTD)	
	Johnny Mokheseng	TNPA	Mlungisi Makhedama	AMB Engineers	
	Nonsikelelo Dubanza	PEM Consulting Engineers	Andile Dlamini	Isiphethu Water Services	
	Thabiso Sibaya	BMK Group	Kalden Deolac	Riot Consulting	
	Nkosikhona Makhatini	ZVK Holdings	Thubelona Mhaje	Romh Consulting	
	Tatenda Mapillar	Potent Engineering Projects	Thulani Madida	Nathoo Mbenyane Engineers	
	Nokwanda Buthelezi	Nyeleti Consulting	Shiven Mudaly	Bosch Projects	
	Avela Mchunu	WSP	Reshay Takoordeen	Durapi Consulting	
	Sheperd Shabangu	HHO Consulting Engineers	Carolyn Bennet	DeltaBEC	
	Peter Davis	Hatch Africa	Bongiwe Ngcobo	SA Quest Consulting Engineers	
	Sugan Pather	BVI Consulting	R.John Butler	AfriCoast Consulting Engineers	
	Marlin Nardsen	Naidu Consulting	Jerry Mochusi	AMCE	
	Mthombisi Sishi	Lodemann			
	Riazal Khan	LA Consulting Engineers			
	Tiny Myambela	LA Consulting Engineers			
	Siboniso Hlengwa	MCJ Engineers & Project Managers			
	Prabhn Armagin	Ix Engineers			
	Mnqobi Mthethwa	Nako Tliso			
	Thando Moyo	Ensync Engineers			
	Tameron Pillay	MAP Africa Consulting Engineers			
	Sine Nyalela	MJT Consulting			
	Tsatsimpone Olifant	INGEROP SA			
<b>MINUTE</b>	<b>DESCRIPTION OF DISCUSSION</b>			<b>ACTION</b>	<b>DUE BY</b>
<b>1.</b>	<b>WELCOME &amp; INTRODUCTIONS</b>				
1.1	Welcoming of everyone present and the Transnet Team was introduced.				

<b>2.</b>	<b>SAFETY TOPIC</b>																						
2.1	<p>Safety briefing</p> <table border="1" data-bbox="284 271 1206 869"> <thead> <tr> <th data-bbox="284 271 443 293">PROCEDURE</th> <th data-bbox="443 271 612 293"></th> <th data-bbox="612 271 783 293"></th> <th data-bbox="783 271 967 293"></th> <th data-bbox="967 271 1206 293"></th> </tr> </thead> <tbody> <tr> <td data-bbox="284 293 443 501">   <b>FIRE EMERGENCY</b> </td> <td data-bbox="443 293 612 501">The person discovering the fire must notify the Emergency Co-ordinator. When the alarm is heard terminate all activities</td> <td data-bbox="612 293 783 501">Remain calm but alert. Close all doors and windows. Switch off all electrical equipment and turn off mains. Do not risk your own life Remember the fire procedural drill and evacuation routes and assembly point.</td> <td data-bbox="783 293 967 501">Avoid smoke filled areas. Follow the instructions of the Emergency personnel Only evacuate once the evacuation alarm is sounded. Be alert for falling burning objects. Cover your head and body</td> <td data-bbox="967 293 1206 501">Walk briskly, but do not run. Assist guests, visitors and the disabled. Assemble at the predetermined point for roll call. Do not return to the building unless instructed to do so</td> </tr> <tr> <td data-bbox="284 501 443 710">   <b>EVACUATION PROCEDURE</b> </td> <td data-bbox="443 501 612 710">The Evacuation Officer will order the evacuation. Remain calm and terminate all activities.</td> <td data-bbox="612 501 783 710">Immediately proceed with the Evacuation procedure. Follow the instructions of the Evacuation Officer</td> <td data-bbox="783 501 967 710">Do not make unnecessary attempts to retrieve or fetch personal belongs or valuables. Follow direction pointers to Emergency Exit. </td> <td data-bbox="967 501 1206 710">Walk briskly, but do not run. Assist guests, visitors and the disabled. Assemble at the predetermined assembly point for roll call. Do not return to the building unless instructed to do so. Do not give any information to anybody (press) except the Emergency Co-ordinator and his team.</td> </tr> <tr> <td data-bbox="284 710 443 869">   <b>MEDICAL EMERGENCY</b> </td> <td data-bbox="443 710 612 869"><b>Remain calm</b></td> <td data-bbox="612 710 783 869">Notify the First Aid Officer and Emergency Co-ordinator immediately. Report the injury immediately to the Safety Officer for on spot investigation.</td> <td data-bbox="783 710 967 869">Call Emergency services if situation dictates or instructed to do so.</td> <td data-bbox="967 710 1206 869">Ensure that the area, equipment or machine, which resulted in the injury to the person, is isolated from interference until the investigation has taken place.</td> </tr> </tbody> </table>	PROCEDURE					 <b>FIRE EMERGENCY</b>	The person discovering the fire must notify the Emergency Co-ordinator. When the alarm is heard terminate all activities	Remain calm but alert. Close all doors and windows. Switch off all electrical equipment and turn off mains. Do not risk your own life Remember the fire procedural drill and evacuation routes and assembly point.	Avoid smoke filled areas. Follow the instructions of the Emergency personnel Only evacuate once the evacuation alarm is sounded. Be alert for falling burning objects. Cover your head and body	Walk briskly, but do not run. Assist guests, visitors and the disabled. Assemble at the predetermined point for roll call. Do not return to the building unless instructed to do so	 <b>EVACUATION PROCEDURE</b>	The Evacuation Officer will order the evacuation. Remain calm and terminate all activities.	Immediately proceed with the Evacuation procedure. Follow the instructions of the Evacuation Officer	Do not make unnecessary attempts to retrieve or fetch personal belongs or valuables. Follow direction pointers to Emergency Exit. 	Walk briskly, but do not run. Assist guests, visitors and the disabled. Assemble at the predetermined assembly point for roll call. Do not return to the building unless instructed to do so. Do not give any information to anybody (press) except the Emergency Co-ordinator and his team.	 <b>MEDICAL EMERGENCY</b>	<b>Remain calm</b>	Notify the First Aid Officer and Emergency Co-ordinator immediately. Report the injury immediately to the Safety Officer for on spot investigation.	Call Emergency services if situation dictates or instructed to do so.	Ensure that the area, equipment or machine, which resulted in the injury to the person, is isolated from interference until the investigation has taken place.		
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<b>3.</b>	<b>Project Overview/Background</b>																						
3.1	<p>Bayhead Road was constructed about 60 years ago as a public road. It was a two way single carriageway. In the 1990's Bayhead Road was widened to a dual carriageway with two lanes in each direction. This was due to TNPA business growth. Langeberg Road was constructed in the 1970's. The initial geometric design was to have a dual carriageway with two lanes in each direction. The road has since been re-aligned to have three lanes into Pier 2 and one lane from Pier 2. We are faced with two problems along Bayhead and Langeberg Roads: Congestion (mostly due to heavy container trucks). Aging pavement characterized by surface failures, and aging road furniture (guardrails, signage, etc.)</p>																						
3.2	<p>This background has created the need to upgrade Bayhead and Langeberg Roads and to widen six bridges on this route: High-Level Scope of The Project: Add one in-bound lane and one out-bound lane to Bayhead Road, and re-do the layerworks. Add one lane to the North-bound carriageway along Langeberg Road, two lanes South-bound and re-do the layerworks. Upgrade and widen six bridges along this route. Note: The number of lanes will depend on the Traffic Impact Assessment (TIA).</p>																						
3.3	<p>The six bridges are: Bridge 1 – Intersection of South Coast Road and Bayhead Road Bridge 2 – Bayhead Canal Bridge</p>																						

3.4	<p>Bridge 3 – Umhlatuzana Canal Bridge</p> <p>Bridge 4 – Amanzimnyama Bridge</p> <p>Bridge 5 – Langeberg Road Over Rail Bridge</p> <p>Bridge 6 – South Coast Road Bridge</p> <p>CW displayed aerial pictorials regarding the position of the project in the country /province and Port with the relevant road intersections and layouts displayed.</p>		
<b>4.</b>	<b>Technical</b>		
4.1	<p><b>The Scope of Services includes the following:</b></p> <p>Task Order #1:</p> <p>Feasibility and detailed engineering design, environmental assessment, traffic studies and site investigations.</p> <ul style="list-style-type: none"> <li>• Review and analyse information provided by the <i>Employer</i></li> <li>• Identify Statutory and Regulatory requirements</li> <li>• Conduct visual assessment of the roads</li> <li>• Detailed design, studies and documentation</li> </ul> <p>Task Order #2:</p> <p>Procurement Support</p> <ul style="list-style-type: none"> <li>• Procurement programme</li> <li>• Responses to technical queries</li> <li>• Record all meetings and provide minutes</li> <li>• Supplier Agreements</li> <li>• Sub-Contractor Agreements</li> <li>• Tender/Contract Conditions</li> <li>• Tender Packages</li> <li>• Purchase Orders</li> <li>• Participation in the whole tender process and provide the support required by the <i>Employer</i></li> </ul> <p>Task Order #3:</p> <p>Provide a Level 3 construction monitoring service as defined within section 3.3.2(6)(d) of the ECSA Guideline Scope of Service and Tariff of Fees for Registered Persons, 2010. Please refer to the requirements in the RFP.</p> <ul style="list-style-type: none"> <li>• The <i>Consultant</i> shall, manage, administer and monitor the construction contracts and processes.</li> <li>• Preparation and coordination of procedures and documentation to facilitate practical completion of the works.</li> <li>• Assist in the development of the tender evaluation report.</li> <li>• Attending tender briefing session.</li> </ul>		
4.2	<p><b><u>Project Timelines</u></b></p> <p>The following timelines were explained as follows:</p>		

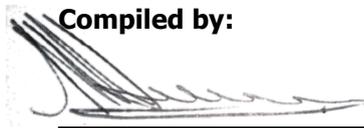
	<p><b>Task Order #1 – Feasibility detailed engineering design May 2024 - Feb 2025 (Estimated 9 months)</b></p> <p><b>Task Order #2 – Procurement Support. May 2025 - Sept 2025 (Fixed Duration 4 months)</b></p> <p><b>Task Order #3 – Level 3 Construction Monitoring and Close out Sept 2025 - August 2027 (Fixed Duration 24 months)</b></p> <p>It was emphasised that the durations for Task Order #2 and Task Order #3 are to be fixed durations and the Tenderer’s programme needs to allow for these fixed durations however Task order#1 is the duration that will be evaluated or the purposes of this RFP.</p>		
<b>5.</b>	<b>Commercial</b>		
5.1	<p><b><u>Communications</u></b></p> <ul style="list-style-type: none"> <li>• All communications whether general, commercial or technical to go via the following email address: <a href="mailto:tenderenquiriespdu@transnet.net">tenderenquiriespdu@transnet.net</a>, attention <b>Rory Torr</b> (contact details in tender document).</li> <li>• Last day for questions – <b>Five working days before the closing date. [Monday 15th April 2024]</b></li> </ul> <p>Tender Closing date: <b>23<sup>rd</sup> April 2024, Tuesday at 16h00pm (SAST).</b></p>		
5.2	<p><b><u>Uploading Submissions</u></b></p> <ul style="list-style-type: none"> <li>• The Transnet e-Tender Submission Portal can be accessed as follows:</li> <li>• Log on to the Transnet eTenders management platform website.</li> <li>• (<a href="https://transnetetenders.azurewebsites.net">https://transnetetenders.azurewebsites.net</a>)</li> </ul> <p>A detailed step by step process on how to upload the tender documents is included in the tender document.</p> <p>Tenderers are encouraged to upload their tender submissions a day before the closing date to prevent issues which they may encounter.</p> <p><u>Evaluation Methodology</u></p> <ul style="list-style-type: none"> <li>• Attendance at the clarification meeting. Tenderers are to include the signed off Proof of Attendance Certificate with their Tender.</li> <li>• Functionality, the minimum points are 60 points. The details are stated in the attached presentation.</li> <li>• Specific Goals: The details are stated in the attached presentation.</li> <li>• Price and Specific Goals</li> </ul>		
5.3	<p><b><u>Contract Data</u></b></p> <ul style="list-style-type: none"> <li>• NEC3 PSC</li> <li>• Option G</li> <li>• W1 Dispute resolution procedure</li> <li>• Secondary Options:</li> </ul>		

	<ul style="list-style-type: none"> <li>- X1: Price adjustment for inflation</li> <li>- X2: Changes in the law</li> <li>- X7: Delay damages</li> <li>- X9: Transfer of Right</li> <li>- X10: <i>Employer's Agent</i></li> <li>- X11: Termination by the Employer</li> <li>- X13: Performance Bond</li> <li>- X18: Limitation of liability</li> </ul> <p>Z: Additional conditions of the contract</p> <p>Start Date: May 2024</p> <p>Completion Date for the Whole of the Works: August 2027</p>														
<b>6.</b>	<b>Technical Evaluation Schedules</b>														
6.1	<p>Each discipline discussed the evaluation requirements for their specific discipline.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #76923c; color: white;"> <th style="text-align: left; padding: 5px;">Pre-Qualifying Quality Criteria</th> <th style="text-align: center; padding: 5px;">Total number of points</th> </tr> </thead> <tbody> <tr style="background-color: #d9ead3;"> <td style="padding: 5px;">T2.2-02 Management &amp; CVs of Key Persons</td> <td style="text-align: center; padding: 5px;">50</td> </tr> <tr style="background-color: #d9ead3;"> <td style="padding: 5px;">T2.2-03 Approach Paper</td> <td style="text-align: center; padding: 5px;">25</td> </tr> <tr style="background-color: #d9ead3;"> <td style="padding: 5px;">T2.2-04 Programme</td> <td style="text-align: center; padding: 5px;">5</td> </tr> <tr style="background-color: #d9ead3;"> <td style="padding: 5px;">T2.2-05 Previous Experience</td> <td style="text-align: center; padding: 5px;">15</td> </tr> <tr style="background-color: #d9ead3;"> <td style="padding: 5px;">T2.2-06 Proposed Organisation</td> <td style="text-align: center; padding: 5px;">5</td> </tr> </tbody> </table> <p>-Refer to Presentation for full details.</p>	Pre-Qualifying Quality Criteria	Total number of points	T2.2-02 Management & CVs of Key Persons	50	T2.2-03 Approach Paper	25	T2.2-04 Programme	5	T2.2-05 Previous Experience	15	T2.2-06 Proposed Organisation	5		
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<b>6.</b>	<b>QUESTION AND ANSWERS</b>														
6.1	<p>Q1. Page 55, Clause X1.4 (Contract Data) <b>Are staff rates fixed throughout the contract period from 2024 to 2027?</b></p> <p>A1. Yes, staff rates are fixed, but lump sum prices are subject to escalation.</p>														
6.2	<p>Q2. Design Period (May 2024 to January 2025) <b>Is the start of May realistic given that the tender is closing end of April?</b></p> <p>A2. Tender award of end of May is currently achievable, it is our best estimate although it may or may not be achieved depending on a number of variables affecting the dates.</p>														
6.3	<p>Q3. <b>What is your estimate from tender award to tender closing?</b></p> <p>A3. End of May 2024 to January 2025, however if there is a delay there will be a constant shift across the period. The earliest award is end of May 2024 and earliest completion is January 2025.</p>														

6.4	<p><b>Q4. Have you factored in the time frames for environmental and water use licenses approvals?</b></p> <p>A4. The timelines we have provided are on the basis that a basic assessment will be required.</p>		
6.5	<p><b>Q5. Have some approvals been obtained from environmental side and water and sanitation?</b></p> <p>A5. Environmental screening has been done already. We will make the screening report available. We require a basic assessment.</p>		
6.6	<p><b>Q6. Was the water use license done?</b></p> <p>A6. This item is to be confirmed.</p>		
6.7	<p><b>Q7. Do you award the entire project or task orders?</b></p> <p>A7. We award the entire project made up of all 3 task orders.</p>		
6.8	<p><b>Q8. Do you have the right not to award TO2 or TO3?</b></p> <p>A8. Yes, tender will be awarded for the full value, but TOs will be issued individually and in line with the project stages in the event that the project does not proceed for any reason.</p>		
6.9	<p><b>Q9. Why is Project Lead or Project Manager or Project Director not included in the Key Persons list?</b></p> <p>A9. Key resources are the minimum requirement, however you can add more resources to the organogram. But we will evaluate the stated key resources only.</p>		
6.10	<p>Q10. Traffic Management and Accommodation.</p> <p><b>To what level of detail are you expecting the Consultant to prepare the Traffic Accommodation Plan during construction phase versus the Contractor's responsibility?</b></p> <p>A10. The Consultant will give us a full Traffic Management Plan and the Contractor will follow that Traffic Management Plan. The output of the Traffic Study should inform the Traffic Management Plan during execution.</p>		
6.11	<p><b>Q11. Has the approval time for the Traffic Impact assessment been factored in?</b></p> <p>A11. We have a Memorandum of Understanding with eThekweni as one of our identified stakeholders on the project, they will be attending some of the meetings and so approvals are not expected to be delayed.</p>		
6.12	<p>Q12. Key Persons Evaluation (Page 39)</p> <p><b>Qualifications of Electrical Engineer are listed under Geotechnical Engineer?</b></p> <p>A12. This is a typo error, and it will be corrected.</p>		
6.13	<p><b>Q13. Score of 40% was awarded to a minimum level of experience (Page 40)</b></p> <p>A13. We will re-look at this and respond.</p>		

6.14	<p><b>Q14. Are the selected Specific Goals under acceptable evidence excluding black males and non-black females?</b>  A14. Selected Specific goals are not excluding black male, they are testifying who is covered in the three categories (black women, black youth and black disabled persons).</p>		
6.15	<p><b>Q15. Will teaming agreements, Letters of intent suffice for sub-contracting arrangements?</b>  A15. Yes, as long as you have an agreement and you submit certified copies of identification.</p>		
6.16	<p><b>Q16. TO3 refers to Level 3 Monitoring, but Level 3 Monitoring is part-time monitoring and the clause you referred to is level 4?</b>  A16. We will rectify, but what we require is full-time construction monitoring.</p>		
6.17	<p><b>Q17. Pricing Schedule, TO1 Item 1.1?</b>  A17. This is a heading. This is a numbering issue, do not price Item 1.1 or wherever it is greyed out.</p>		
6.18	<p><b>Q18. Do you have specific locations for traffic counts and surveys?</b>  A18. We will be guided by requirements of the municipality.</p>		
6.19	<p>Q19. Road widening  <b>The document states that the number of additional lanes will depend on the Traffic Impact Assessment, so what do we use for pricing?</b>  A19. Use 3 lanes for inbound traffic and 3 lanes outbound traffic.</p>		
6.20	<p><b>Q20. Do you have a construction cost estimate?</b>  A20. Yes we have one, but we are not making that available.</p>		
6.21	<p>Q21. Pricing schedule  <b>Will progressive payments be made, or will payment be made once a task has been completed?</b>  A21. We pay on completion of the task. However we will discuss to see if we can breakdown the payments further at contracting stage, with the exception of TO3 which will be on a monthly basis.</p>		
6.22	<p><b>Q22. Do we make provision for intrusive testing?</b>  A22. Yes, if you feel that the information that we will provide is not enough. This is an allowance to deal with additional geotechnical requirements.</p>		
6.23	<p><b>Q23. Do we price for the survey?</b>  A23. Yes, it will have to be priced because the survey that we have may not necessarily cover the full cross-section of the area including the areas you will be extending to.</p>		
6.24	<p><b>Q24. Is the programme inclusive of municipal approvals?</b>  A24. Yes, the programme is inclusive of municipal approvals.</p>		

6.25	Q25. <b>Duration for T02 and T03</b> A25. The Consultant will give us details of T01 in full at Level 3. T02 and T03 duration will be fixed as indicated in the RFP.		
6.26	Q26. <b>Where can we price additional resources?</b> A26. There is no specific section for pricing additional resources. This item will be clarified further.		
6.27	Q27. <b>Where do we price geometric design?</b> A27. Geometric design is part of T01.		
<b>7.</b>	<b>CLOSING</b>		
7.1	It was emphasised that all questions raised at the meeting whether answered or not should be formally issued whereby they will be formally responded to.		
7.2	The meeting was closed with the signing of T2.2-01 Certificate of Attendance at the Tender Clarification Meeting		



**Compiled by:**

**Rory Torr**  
Procurement Officer  
Transnet National Ports Authority

**Reviewed and Accepted By:**



**Cleaver Warikandwa**  
Project Manager  
Transnet National Ports Authority

**Attachments**

- **Agenda**
- **Attendance Register**
- **Presentation**