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**RFP TPT/2022/03/13/RFP FOR ENGINEERING AND CONSTRUCTION
MANAGEMENT SERVICES FOR SALDANHA BULK TERMINAL REFIT PROJECT
PHASE 4 – STACKER RECLAIMER 3**

**BRIEFING SESSION
DATE : 22 April 2024
TIME : 10H00
VIA : MS TEAMS**

- The RFP is for the provision of professional services to perform project and construction management of the activities involved in conducting a major refurbishment of Stacker Reclaimer 3/Tripper Car 3, at the Bulk Terminal of Saldanha.
- The major assets at the Port of Saldanha were constructed in the middle of the previous decade and are now in need of a major refurbishment to address equipment reliability.
- A separate tender for the refurbishment of Stacker Reclaimer 3/Tripper Car 3 has been issued to the market which closes 25 April 2024 to appoint a Principal Contractor. The scope of works has been included as an annexure to this RFP.

1. Project Management
2. Construction Management
3. Quality Management
4. Safety and Environmental Management (Including re-appointment of the Safety Agent)
5. Schedule Management (Planning)
6. Engineering Supervision (E,C&I, Mechanical and Structural)
7. Administrative support/Document control
8. Commissioning Management

- Senior Project Manager
- Project Manager
- Structural Engineering Supervisor
- Mechanical Engineering Supervisor
- Electrical, Control & Instrumentation Engineering Supervisor
- Construction Manager
- Health & Safety Officers x 3 (To ensure support 24/7 within regulations)
- Quality Manager
- Schedule Manager/Planner
- Commissioning Manager
- Administration/Document Controller

General

- Weekly Project Progress meetings and other stakeholder engagement meetings
- Construction management and co-ordination of all site work services
- Manage the refurbishment works carried out by the Principal 24/7.
- Issue project reports
- The Principal will be working 24/7 during the execution period. There is only the requirement on the H&S officers to work alongside the OEM during this period

Site Establishment

- Establish a site office for this contract's staff
- During site establishment H&S officer only 8hr per day

Execution period

- To cater for the 2024 shut and 2025 shut
- 24x7 – a H&S officer on duty
- Monday to Friday (10hr day) – all other resources
- Weekends (10hr day) - 1 x Project Manager, 1 x Construction Manager, 1 x Engineering Quality Manager and Commissioning Manager.

Closeout

- 1 week period. 8hr day.
- 1 x Safety Officer, Senior Project Manager, Project Manager, Document Controller and Quality Manager.

Retention Release

- 2 days. 8hr day. 12 months after the 2024 shut and again 12 months after the 2025 shut
- Senior Project Manager, Quality and Engineering Supervisors

Latest Dates indicated below - subject to change

2024 Execution Period (Key Milestones*)

Site access/establishment	15 August 2025
Start of execution of Scope of Works: start of shut	1 September 2025
Completion of execution scope or works with handover to operations for hot commissioning: end of shut	1 October 2025
Final Close-out by primary execution contractor: Completion of site de-establishment	15 November 2025
Final handover of approved data packs to Transnet	30 November 2025
Retention Payment Release for 2024 shut works	1 October 2026

2025 Execution Period (Key Milestones*)

Site access/establishment	15 August 2024
Start of execution of Scope of Works: start of shut	1 September 2024
Completion of execution scope or works with handover to operations for hot commissioning: end of shut	1 October 2024
Final Close-out by primary execution contractor: Completion of site de-establishment	15 November 2024
Final handover of approved data packs to Transnet	30 November 2024
Retention Payment Release for 2024 shut works	1 October 2025

Hot commissioning to commence when shutdown ends
 Principal Contractor site de-establishment will commence once hot commissioning has been successfully concluded.

- Endurance/Proofing test of 40 hours, under full designed load as complete operating system.
- Hot Commissioning Certificate will be signed-off and the project to be taken over by the Client/BTS on completion of endurance tests.

Mandatory Returnable

T2.2 – 1: Eligibility Criteria

1. Tenderer to be registered with CESA (Consulting Engineers South Africa) or SABTACO (South African Black Technical and Allied Careers Organisation). Tenderers to provide proof of registration with CESA or SABTACO. Failure to submit proof will result in the tenderer being disqualified. Proof of registration must be valid at the time of tender closing.

T2.2-2: Technical Evaluation Schedule – Quality Management

- Project specific **Project Quality Management Plan**
- Project specific **Quality data book index**
- **Index/List of procedures and method statements**
- **Quality Control Plans (QCPs)**
- A signed **Quality Policy** based on ISO 9001:2015
- An **Audit Schedule** for internal and external audits during the contract.

T2.2-3: Evaluation Schedule: Project Organogram Management & CV's

1. Submit the following documents as a minimum with your tender document:
 1. A comprehensive and detailed **organogram** that shows the structure and composition of their management structure involved in the *works*, inclusive of the key staff/professionals, identified in the Contract Data Part two.
 2. Detailed CV's to show that they have well qualified personnel and have the necessary skills required to carry out the services identified in the Scope of Works document by providing the following:
 - The roles and responsibilities for the *works* of each resource should be clearly stated.
 - Detailed experience in this specific construction activity and positions held, such as recent assignments inclusive of total duration with start and end dates that has a bearing on the scope of work.
 - The education, training (*inter alia* NEC3) and skills of the assigned staff in the specific sector, field, subject, etc. which is directly linked to the *works*. Qualifications (degrees, diplomas, grades) and membership of professional societies and relevant professional registrations to be attached.

T2.2-3: Evaluation Schedule: Project Organogram Management & CV's

Description	Minimum Qualification	Minimum Experience
Senior Project Manager	SACPCMP - Registered as a Professional Construction/Project Manager	10 years within similar type multi discipline projects. Minimum 5 years specific to Port Bulk Material Handling Equipment (i.e Tipplers, Stacker Reclaimers, Shiploaders)
Construction Manager	SACPCMP - Registered as a Professional Construction Manager	5 years in similar type multi discipline projects
Health and Safety Officers	SACPCMP - Registered as a Health and Safety Officer	5 years in similar type multi discipline projects
Quality Manager	BTech Quality Management	5 years in similar type multi discipline projects
Mechanical Engineering Supervisor	National Certificate: N3 in the specific discipline	5 years' experience as a site supervisor in mechanical related works.
Electrical, Control & Instrumentation Engineering Supervisor	National Certificate: N3 in the specific discipline	5 years' experience as a site supervisor in Electrical, Control & Instrumentation related works.
Structural Engineering Supervisor	National Certificate: N3 in the specific discipline	5 years' experience as a site supervisor in structural related works.
Commissioning Manager	A relevant technical qualification (mechanical, structural, electrical and/or control & instrumentation) above NQF level 4	Minimum 5 years specific to Port Bulk Material Handling Equipment (i.e Tipplers, Stacker Reclaimers, Shiploaders)

T2.2-4: Technical Evaluation Schedule: Programme

Submit hard copy and Microsoft Project 2016 electronic copy of the programme.

- A soft copy of the proposed programme in Microsoft Project 2016 is to be submitted on or before the tender closing date via a OneDrive link which will be made available to all Tenderers who submitted a tender.
- Failure to submit a soft copy of the proposed programme in Microsoft project 2016 compatible format will result in the Tenderer's programme not being evaluated and the tenderer will score zero (0) out of twenty (20) for programme.

The Tenderer's attention is drawn to core clause 31 of the NEC3 Engineering and Construction contract regarding the items to be shown on a programme.

The tenderer shall provide the proposed programme, at a minimum **Level 2/3** showing but not limited to the following:

- Ability to execute the works in terms of the *Employer's* requirements and within the required timeframe indicating, in a logical sequence, the order and timing of the construction that will take place to Provide the Works clearly indicating the capacity & capability to achieve the dates stated in the Contract Data.
- Dates when the *Contractor* will need access to any part of the Site; submission & approval process & timing for Health & Safety Files, Environmental Files and Quality Files. In addition, the Programme must clearly demonstrate the procurement process for all long lead items if applicable.
- The *Contractor* indicates how he plans in achieving the following dates and clearly demonstrates them on the schedule - Start Date, Access Date, Planned Completion, Key Dates/Sectional Completion Dates & Completion Date. In addition, the Programme clearly demonstrates adequate provisions for Time Risk Allowance (TRA). Time Risk Allowances are not float, are owned by the Tenderer, can be included in the activity duration and illustrated in the schedule in a code field or as an attachment.

T2.2-5: Technical Evaluation Schedule: Previous Experience by Tenderer

Tenderers are required to demonstrate experience and performance in comparable projects of similar size and nature by supplying the following information:

- a) A list of past and current comparable professional services contracts executed with supporting information that clearly demonstrates ability, knowledge, experience, scope of, and the successful completion of refurbishment projects of similar works specific to Bulk Material Handling Stacker/Reclaimer Equipment/Infrastructure, with the Professional Services Contracts' values being at least R5m per contract over the last 10 years.
- b) The supporting information must consist of evidence such as Reference Letters and/or Completion Certificates that shows when the experience was gained, high level scope and contract value.

QUESTIONS AND ANSWERS

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THANK YOU

