



PetroSA

MINUTES OF SCOPE CLARIFICATION MEETING

TENDER/QUOTATION CTT26808 – Feedstock Selection Study
For PetroSA in Mossel Bay

Meeting No.:	01	Meeting Date: 02 June 2026
Present:	Nesha Gaca– PetroSA Contracts Manager Attendees as per MS Teams	Via MS Teams
Apologies:		
Copies to:	All Tenderers	
Chair	Nesha Gaca	Scribe: Nesha Gaca
DISCUSSION		
1.	Welcome	
1.1	Tenderers were welcomed to the meeting.	
2.	Tender Submission Procedures	
2.1	A brief summary was given highlighting certain important issues when submitting a tender as follows : <ul style="list-style-type: none"> • Tenders to be submitted electronically via e-procurement system • Closing date of tender 12/06/2026 @ 10:00 	
2.2	Tenderers were informed that non-attendance of the meeting will not disqualify a tender (see item 7 on page 4 of the Tender Notice).	
2.3	Minutes of the scope clarification meeting will be issued to all tenderers present as well as posted on the e-procurement website.	
3.	Terms and Condition	
3.1	The Tenderer will be required to accept the “Terms and Conditions” as per the Draft Consultancy Contract.	
3.2	If Tenderers are unable to fulfil some of the conditions these exceptions must be clearly stated.	
4.	Evaluation of Tenders	
	Tenders are evaluated in three phases as follows:	

DOCUMENT NO.	SUB DIRECTORY	ISSUE DATE	PAGE
	CTT26808		Page 1 of 2

	<p>Pre-Qualification Phase -</p> <ul style="list-style-type: none"> • Refers to Phase 1 of the Technical Questionnaire • All information provided must be fully substantiated. <p>Disqualification Phase –</p> <ul style="list-style-type: none"> • Refers to Phase 2 of the Technical Questionnaire • Applicable to all tenders that qualified in Phase 1 • Must provide information to ALL the technical questions <p>Commercial /BEE Evaluation -</p> <ul style="list-style-type: none"> • Applicable to all tenders that qualified in Phase 2 • Will be evaluated in accordance with the Preferential Procurement Policy Framework Act of 80/20 or 90/10 (80/90 commercial and up to 20/10 for BEE status) <p>The tenderer with the highest score will be recommended for award of the contract.</p>
5.	General
5.1	No other scope clarification meeting will be held before the closing date of this tender.
6.	Technical Issues
6.1	Tenderer's proposal must cover for both options (a) and (b), i.e. for the mechanical re-instatement option and the refinery expansion option. PetroSA require the deliverables for both upfront.
6.2	PetroSA will execute various downstream studies that are dependent on this work (e.g. licensor and engineering related work as well as LP modelling).
6.3	PetroSA will not make an LP model available to the tenderers as it is not required at this stage.
6.4	The scope for tenderers does not include LP or financial modelling. Tenderers are requested to utilise the technical database to screen information, using distillation criteria as per the scope of work (cuts will be supplied to the successful tenderer). After award, PetroSA and the successful bidder will jointly agree on a screening methodology.
7.	Closure
	There being no further business to discuss, the meeting closed @ 14h55.

DOCUMENT NO.	SUB DIRECTORY	ISSUE DATE	PAGE
	CTT26808		Page 2 of 2