





REQUEST FOR PROPOSAL FOR THE PROVISION OF NATIONAL PHYSICAL SECURITY FOR TRANSNET PROPERTY (TP) FOR A PERIOD OF TWELVE (12) MONTHS

Minutes for the Non- Compulsory Briefing Session

Project Name:	TP/2026/03/0002/113792/RFP REQUEST FOR PROPOSAL FOR THE PROVISION OF NATIONAL PHYSICAL SECURITY FOR TRANSNET PROPERTY (TP) FOR A PERIOD OF TWELVE (12) MONTHS	
Meeting Venue:	Team Meeting	
Date and Time of Briefing Session:	Friday, 19 June 2026: • 11:00 am to 13:37 pm	
Transnet Employees in attendance:		
Ayanda Mkhize (AM)	Senior Specialist: OD SCM Governance Risk, Group Supply Chain Management	
Cwayita Nyeli (CN)	Senior Manager - Strategic Sourcing, Supply Chain	
Jersey Themba (JT)	Senior Buyer, Supply Chain	
Tshifhiwa Nephalama (TN)	Supervisor: Security, Facilities Management	
Hugo Howard (HH)	National Security Manager, Security	
Tenderers in attendance:		
A total number of 347 tenderers attended		
Item	DESCRIPTION	Responsible person
1. Welcome and Introduction:	CN, welcomed all attendees to the non-compulsory tender briefing stating the tender number and description, also requesting that the meeting be recorded. CN went on to introduce the meeting agenda, followed by a request for all Transnet employees to introduce themselves. CN advised bidders to share their contactable contact details for information share purposes.	CN
2. Safety Brief:	AM remaindered all attendees of the importance to observing all their safety protocols and evacuation procedure in case of an emergency.	AM
3. Meeting rules:	Meeting rules were shared by JT.	JT
4. Background:	HH presented the background of the tender as shared on the RFP.	HH
5. Scope of Work:	TN presented the background of the tender as shared on the RFP.	
6. Tender Evaluation Methodology:	CN presented the first two evaluation stages and handed over to TN to present the pre-qualification Annexure C1 requirements as per Substantive.	CN/TN

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	<p>TN shared information on all that is required under pre-qualifications Annexure C1 moving on to the technical evaluation criteria Annexure C.</p> <p>TN presented the pricing schedule Annexure E for Inland Region as per advertised to the RFP.</p> <p>CN advised bidders informed to thoroughly read the notes on Section 4: Pricing and Delivery Schedule.</p> <p>CN continued to present the rest of the evaluation process as advertised in the RFP.</p> <p>CN presented the returnable documents and indicating the mandatory, returnable documents used for scoring and essential returnable documents as advertised on the RFP.</p>	
7. Master Service Agreement:	<p>CN presented the following sections of the Master Service Agreement:</p> <ul style="list-style-type: none"> • Contractual aspects • Price adjustments • Penalties • Challenges and consequences 	CN
8. Tender Submission:	<p>JT presented the tender submission information and emphasised on the submission of bids before the closing date.</p>	JT
9. Questions and Answers:	<p>CN facilitated the questions and answers and indicated that all questions and answers will be provided as Appendix A</p>	CN/ ALL
10. Closing:	<p>CN thanked everyone for attending the non- compulsory briefing session and closed the meeting. She emphasised to attendees that all answers to questions will be shared via email to those who attended and, all advertised platforms.</p>	CN
<p>Closing and approval of minutes:</p> <p>Minutes complied by:</p> <p> Name and Surname: Jersey Themba Designation: Snr Buyer Date: 24 June 2026</p> <p>Minutes approved by:</p> <p> Name and Surname: Cwayita Nyeli Designation: Senior Manager - Strategic Sourcing Date 24 June 2026</p>		