

	<b>Site Briefing Minutes: TRANSFORMER REFURBISHMENT FOR ELECTRICAL DERPARTMENT UNDER KOEDOESPOORT INFRA DEPOT RFQ: TRIM/2026/04/0798/4785/RFQ Date: 22 June 2026</b>	
A division of Transnet Ltd. Reg. No: 1990/000900/06	<b>Venue: Rant Traction SS Electrical Substation, Time: 10:30</b>	

ITEM	
1.	<b>PRESENT:</b>  The list of all representatives of TRIM and Contractors who attended the meeting is attached to the minutes.
2.	<b>WELCOME AND OPENING REMARKS:</b>  Ms Emelda Chauke welcomed everyone and declared the meeting open. Ms Nosipho Mhlamvu conducted a safety drill
3.	<b>PURPOSE OF MEETING</b>  The purpose of the meeting was to clarify the expectations and work description.
<b>DISCUSSION POINTS</b>	
	<p><b>Commercial Aspects – Emelda Chauke</b></p> <ul style="list-style-type: none"> <li>➤ Bidders are requested to read the whole tender document before they can complete, and they are requested to initial or stamp every page to ensure that they understood what they are completing.</li> <li>➤ When bidders upload their tender document on the system, they must compile table of content and upload accordingly (separate tender document, eligible returnable document and essential returnable documents) and are requested not to re-arrange the RFQ document.</li> </ul> <p><b>Part T1 - Tender Notice and Invitation to Tender</b></p> <ul style="list-style-type: none"> <li>➤ It was emphasised that the Closing date is 29 June 2026 at 10:00, please refer to page 2 of 4 under Item 2 (tender submission) under T1.1 for instruction to upload the tender document.</li> <li>➤ Bidders are required to ensure that electronic bid submissions are done at least a day before the closing date to prevent issues which they may encounter due to their internet as Transnet will not be held liable for any challenges experienced by bidders as a result of the technical challenges. Please do not wait for the last hour to upload the tender and no late submission will be accepted.</li> <li>➤ Bidders were informed that any technical or commercial issues after the closing date may be addressed to <a href="mailto:emelda.chauke@transnet.net">emelda.chauke@transnet.net</a></li> <li>➤ Bidders were made aware of Transnet 's Disclaimers from page 3-4 under Item 4.</li> <li>➤ Bidders were required to submit CSD report and SARS Tax Pin.</li> </ul>

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	<p><b>Part T1.2 Tender Data</b></p> <p>➤ There will be three stages that tender will be evaluated as per page 1 of 6</p> <p>Only those tenderers who satisfy the following eligibility criteria are eligible to submit tenders</p> <p><b>T2.2.1 Stage One</b> - Eligibility with regards to attendance at the compulsory clarification meeting:</p> <ul style="list-style-type: none"> <li>- bidders to ensure that Certificate of Attendance at Tender Clarification and Site Meeting is fully completed and signed by Transnet Official before leaving the site to confirm their attendance</li> </ul> <p><b>T2.2.2 Stage Two</b> - Eligibility in terms of the Construction Industry Development Board:</p> <ul style="list-style-type: none"> <li>- A tenderer must submit valid CIDB CRS number in order to confirm the correct and required designated grading <b>1EP or higher grade</b></li> </ul> <p><b>NB: Any tenderer that fails to meet the above stipulated eligibility criteria will be regarded as an unacceptable tender.</b></p> <p>➤ Bidders who passed stage 1 &amp; 2 will be evaluated to <b>Stage 3 Functionality/technical evaluations</b> as follows;</p> <ul style="list-style-type: none"> <li>- T2.2-2 Previous Experience. (Bidders to indicate the relevant experience and submit supporting documents e.g. completion certificates, previous Pos Transformer refurbishment only)</li> <li>- T2.2-3 Availability of Equipment and Other Resources (bidders to indicate relevant tools to execute the service.</li> <li>- T2.2-4 Management &amp; CVs of Key Persons and qualifications. (working at height certificate)</li> <li>- T2.2-5 Capacity and ability to meet delivery schedule (bidders to submit an electronic copy of the Gantt chart in Ms Word or any other compatible software and indicate how long it will take to complete the service)</li> <li>- <b>NB: If the above information not provided, it will have a negative influence on your technical evaluation scoring</b></li> </ul> <p><b>The minimum qualifying for score for functionality is 70 points to advance to next stage of price/specific goals</b></p> <p>➤ The next stage will check lowest Price as per specific goals (bidders to submit B-BBEE certificate or</p>

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	<p>sworn affidavit to check and also they must complete all annexures for local content</p> <ul style="list-style-type: none"> <li>➤ Pricing will be calculated using the lowest price quoted as the baseline, thus the lowest price quoted will achieve full scores</li> <li>➤ Bidders were requested to submit the sworn affidavit which is signed at the same date by Deponent and Commissioner of Oath and they must tick whether is Owner or Director and the company is Black Youth or Black Women entities, they must submit ID copies to support that.</li> </ul> <p><b>PART T2.1 Tender Returnable</b></p> <ul style="list-style-type: none"> <li>• Bidders are required to submit all essential returnable documents such as (proof of CSD and SARS Tax pin) on the closing date especially eligible requirement as stated under T1.2</li> </ul> <p><b>TECHNICAL ASPECTS – Nosipho Mhlamvu</b></p> <ul style="list-style-type: none"> <li>➤ The scope of service and price list and bidders viewed the site where service will be done.</li> <li>➤ Certificate of attendance for bidders was signed by Nosipho and meeting was adjourned.</li> </ul>
<b>5.</b>	<p><b>CLOSURE</b></p> <p>Meeting adjourned at 11:30 in the boardroom and bidders proceed to site for viewing of the substation.</p>

Compiled by: Emelda Chauke