



Private Bag X9043, PIETERMARITZBURG, 3200

SCM

Inkosi Mhlabunzima Maphumulo House, 172 Burger Street, Pietermaritzburg, 3201

Tel: 033 355 8662

Maria.dewar@kzntransport.gov.za

MINUTES OF MEETING: BRIEFING SESSION

Minutes of meeting for Tender no: ZNB01832/00000/00/HOD/GEN/23T

Appointment of a Service Provider for the Provision of Infrastructure Delivery Management and Road Asset Data Collection Services in Line with DORA Requirements, for a period of 5 Years.

Date: 22 March 2023

Time: 09:00

Venue: Virtual briefing on Microsoft teams

Procedural matter	Person
Opening and welcome:	Mr. N Ludidi
Departmental Representatives: Mr. B Khumalo Ms. N Manukuza Ms. ML Dewar	Mr. N Ludidi
Bidding process	Mrs. M Dewar
<ol style="list-style-type: none"> 1. The session is being recorded for minutes purposes. 2. The department advised that due to the risks of strike that started on the 06th of March 2023 led by Nehawu, this resulted in the union members evicting all departmental staff from the premises and restricting access to the workplace. Due, to that, a decision was taken by the department to change: <ul style="list-style-type: none"> • The briefing session from being compulsory to non- compulsory; • Physical briefing session was changed to virtual platform and • the date was extended from the 16th of March 2023 to 22nd of March 2023. 3. It was further indicated that an approval was sought from the HOD to affect the above stated tender conditions to mitigate likelihood of prejudice and issues that can compromise the integrity of the process. 4. It was further confirmed that the tender will be evaluated according to the Preferential Procurements regulations of 2022. 	



KWAZULU-NATAL PROVINCE

TRANSPORT
REPUBLIC OF SOUTH AFRICA

5. The preferential procurement method applicable for this tender is 90/10 and 10 Points for Preferential procurement goal.
6. The Preferential Goals for this Tender include the following:
 - Promotion of South African Owned Enterprise - 5 points
 - Intention letters to appoint 40 unemployed youth graduates where:
 - a. 20 are women
 - b. 10 are persons living with disabilities
 - c. 10 are black Male
 - CVs are required as proof of engagement with the graduates 5 points.
7. The two enveloped procedure is a must. Only tenderers who meet the minimum functionality evaluation of 70% will be further evaluated for their financial offers. Those who do not meet 70% will be disqualified.
8. The contract has great impacts on the operations of the Department especially Transport Infrastructure. The IDMS system is a National Treasury prescript for planning, budgeting, procurement, delivery, maintenance, operation, monitoring and evaluation of network infrastructure. National Treasury in consultation with relevant stakeholders conducted a Standard for Infrastructure Procurement and Delivery Management review which resulted in a Framework for Infrastructure Delivery and Procurement Management (FIDPM). FIDPM prescribes a minimum requirement for effective governance of Infrastructure Delivery and Procurement Management. The department does not have the in-house resources to meets the above stated requirements hence the issuing of the bid.
9. The Technical requirements will be
 - a. Programme management, infrastructure- portfolio planning
 - b. Tender's Experience
 - c. Experience of Key Staff
 - d. Automated Equipment
10. There was a query raised regarding the tender closing. **The bid is to close on 30 March 2023 at 11:00am.**
11. Tender box for this Tender is situated outside and inside foyer of the Department of Transport Head Office - **INKOSI MHLABUNZIMA MAPHUMULO HOUSE, 172 BURGER STREET PMB.**

Completion of the attendance register

Meeting is non-compulsory Register is not mandatory, however, those that attended completed registration form on entering of the meeting.



KWAZULU-NATAL PROVINCE

TRANSPORT
REPUBLIC OF SOUTH AFRICA

QUESTION/COMMENT	ANSWERS
<p>Q1: Could process be reviewed as the process is onerous and may create false expectations of jobs.</p>	<p>A1: The Department is trying to address the issue of Youth unemployment and is within its mandate in requesting the Letters of intention. Department is not requesting that the graduates be employed until Tender has been awarded. Graduates need to be advised that it is conditional to the award of the Contract. There is no portal, but the Education Institutions should be able to assist the bidder.</p>
<p>Q2: Confirmation of Closing date.</p>	<p>A2: We indicate that this will be confirmed by the addendum</p>
<p>Q3: Scope of Work Page 37 C2.2 and C2.1 – is it a correct classification. Is it correct as it assumes 80Kms speed limit when SA speed limit is 80Kms</p>	<p>A3: Class of roads for these two points is incorrect should be: C2.1 Road Class1-5 C2.2 Road Class 1-3 TSD truck can go up to 80Kms Addendum will be issued.</p>
<p>Q4: Safety audits is there an option to use iRAP or RSA?</p>	<p>A4: No, the requirement is to provide Star rating which is only applicable to iRAP, this is based on the National Department of Transport PRMG Practise note 001 of 2023 requirement.</p>
<p>Q5: Schedules on Page 28 and 63 do not align kindly clarify which is correct Schedule</p>	<p>A5: Page 28 is the correct Schedule and will be corrected on Addendum</p>
<p>Q6 There is discrepancy also on Schedule on Page 8 and 10 – Descriptions do not align</p>	<p>A6: These pages will be included in Addendum.</p>
<p>Q7: Would the Department consider extending the closing time because issues requiring Addendum?</p>	<p>A7: This will be communicated through an addendum.</p>
<p>Minutes were compiled by:</p>	<p>ML Dewar - SCM</p>

Approval by officials who attended the meeting

The minutes are a true reflection of the deliberations held.			
Name	Designation	Signature	Date
Mr N Ludidi	Director: SCM	<small>Signed by:Ngaba Soga Ludidi Signed at:2023-03-28 09:58:24 +02:00 Reason:Witnessing Ngaba Soga Ludidi</small> 	26/03/23
Mr B Khumalo	TIDS		23-03-2023
Ms N Manukuza	SCM		23/03/23