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Meeting Name: NON-COMPULSORY CLARIFICATION MEETING FOR THE PROVISION OF CLEANING SERVICES FOR THE ASH AND COAL PLANT					
Date	26/07/2022	Venue		Meeting No.	1
Attendance Register					
Name	Initials	Designation and Area Represented	Name	Initials	Designation and Area Represented
1. Tshifhiwa Mandavha	TM	Strategic sourcing officer	2. Ntwanano Makhubele	NM	HOD BMS
3. Bongani Madlala	BM	SD&L Manager	4. Basi Jonas	BJ	SHEQ
5. Lucky Maponyane	LM	Site Manager - Kusile	6. Stanley Hlongwane	SH	Site Manager - Medupi
7.			8.		
Apologies Register					
1. NONE			2.		

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Business Management System

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Item	Description	Action and Progress	Responsible Person	Target Date
1	Opening, Welcome and Apologies	TM opened the meeting and welcomed everyone as well as set ground rules	Initials as per register	DD/MM/YYYY
2	Safety and Emergency Evacuation Procedure	BJ took everyone through the safety Evacuation.	BJ	
3	Fixed Agenda Items			
3.1	Objective	TM opened the meeting and welcomed everyone as well as set ground rules TM explained the purpose of the meeting which is just to provide clarity and allow bidders a chance to ask questions where they need clarity.		
3.2	Presentation	TM went through the presentation.		
4	General			
4.1	Presentation	<p>TM went through the agenda and the clarification presentation.</p> <p>TM explained the purpose of the meeting which is just to provide clarity and allow bidders a chance to ask questions where they need clarity.</p> <p>TM indicated that this is a non-compulsory clarification and attendance or non-attendance will not disadvantage any bidder,</p> <p>TM went through the commercial process and explained the details of the Invitation to tender emphasising on documents mandatory for evaluation which should be submitted at tender closing. Page 10-13 of the Invitation document.</p> <p>NEC documents- TM noted that the NEC was not uploaded and will be uploaded on both Eskom tender bulletin and National Treasury portal.</p> <p>BOQ- TM stated that bidders are allowed to submit all for four BOQ s</p>		

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		<p>or only submit the BOQ for the site they wish to bid for.</p> <p>BOQs must be completed in full, no partial pricing will be considered.</p> <p>TM urged suppliers to regularly check the tender portals for any updates and communication regarding the tender.</p> <p>SHEQ- BJ went through SHEQ requirements and an updated document will be uploaded. N.B only the numbering has been changed. Annexure B will also be uploaded under SHEQ. Suppliers may include their SHEQ files at submission close date however no supplier will be disqualified for not submitting, suppliers will be given another chance to submit as this is an objective criteria mandatory for contract awards.</p> <p>SD&L</p> <p>TM went through Annexure K which should be signed and returned at tender submission deadline.</p> <p>The prequalification; EME level 1 BBBEE Level 1</p> <p>BM clarified that there is no Subcontracting for this tender.</p> <p>Technical</p> <p>SOW- LM went through the scope of work for Kusile</p> <p>SOW- SH went through the scope of work for Medupi.</p> <p>Functionality</p> <p>NM- went through the functionality criteria. It was noted that a coma was missing in the value under Experience criteria. The correct value is R5m not R500m.</p> <p>NM- to update the document and a new document will be uploaded on both portals. <i>N.B. only changes made will be on values and detailed explanation the criteria will not be changed.</i></p> <p>Q and A</p> <p>Suppliers were afforded a chance to ask questions. Questions and</p>		
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		<p>answers are uploaded on the tender portal.</p> <p>Suppliers have until 31 July 2022 to send their questions in writing to MandavT@eskom.co.za,</p>		
5	Next Meeting	<p>Meeting was adjourned at 11:30 by Tshifhiwa Mandavha, there will be no next meeting, suppliers may send their questions in writing to the provided email.</p>		

Minutes Submitted By	Tshifhiwa Mandavha			
Approved By (Chairman)		Date	26 July 2022	

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