
	Meeting Minutes <b>Template</b> Clarification meeting.	Template Identifier	240-54076329	Rev	8
		Effective Date	September 2022		
		Next review date	September 2025		
		Generation Division			

Meeting Name: Clarification Meeting			
Date:	Time:	Venue:	Meeting No.:
10 June 2025	10h00-12h00	Ms Teams	01/2025

Item	Subject & salient points	Decisions & Action items	Responsibility	Target date DD/MM/YYYY
1.	<b>Safety and Emergency Evacuation Procedure</b>	All members were requested to be aware of their surroundings and make sure they are safe.	ALL	10.06.2025
2.	<b>Opening:</b> 2.1 Welcome 2.2 Apologies and quorum 2.3 Adoption of the Agenda	Everyone was welcomed by Constance Ndhlovu to the meeting. Brian Mokoena apologised No agenda		
3.	<b>Declaration of interest</b>	Not applicable		
4.	<b>Verification of minutes of previous meeting/s</b>	Not applicable	Not applicable	Not applicable
5.	<b>Action items from previous minutes</b>	Not applicable	Not applicable	Not applicable
5.1	Meeting No.	Not applicable	Not applicable	Not applicable

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	Action Item No.			
6.	Matters for approval	Not applicable		
6.1	Commercial: Invitation	<ul style="list-style-type: none"> <li>• CN explained the invitation as follows :</li> <li>• The invitation is for the supply and delivery of arc Flash Project.</li> <li>• She said the issued date was 22 May and the closing date is 03 July 2025.</li> <li>• The reference number is E1294GXMPARN and the submission will be online.</li> <li>• CN explained that the submission at the tender office is not permissible.</li> <li>• She further stated that the clarification meeting not compulsory.</li> <li>• She stated that the all the relevant/ mandatory documents to be submitted are attached as indicated.</li> <li>• Documents marked not applicable are not applicable.</li> <li>• CPA for foreign goods is not applicable.</li> </ul>		

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		<ul style="list-style-type: none"><li>Designated material is are applicable as the arc flash is 100% local content under clothing and textile.</li><li>CN stated that Eskom representative is Constance Ndhlovu and can be contacted on <a href="mailto:Ndhlovcr@eskom.co.za">Ndhlovcr@eskom.co.za</a> or 013-297-9684</li><li>1.3 Enquiry number is E1294GXMPARN.</li><li>Enquiry is an open tender.</li><li>1.6 all items must be tendered on. Failure to tender on all price the tender will be deemed commercially non-responsive. The tender will be awarded to one supplier.</li><li>CN explained under the 2.1 ( tender eligibility), Tenderer to be eligible to submit a tender they .</li><li>Must not be on national sanction list</li><li>Not submit more that one tender as a JV or individually</li><li>Must clearly state that they are jointly liable as a JV</li><li>Must not have conflict of interest</li></ul>		

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		<ul style="list-style-type: none"><li>• Must not be signed by non authorised persons (owner to appoint formally the authorized person)</li><li>• Must not be on national restricted list</li><li>• Must not be on tenderers defaulters list</li><li>• Must not sub-contract 100% of the scope.</li><li>• 2.2- 2.5 Closing date 03 July 2025. Late tender will not be accepted.</li><li>• 2.9. the tenders to be submitted online (e-tendering as per the instruction send with the invitation) before the closing date of 10H00. The tender closing date was not stated on the first page of the invitation, but it was confirmed that the closing date is 10H0-0am</li><li>• CN further stated that the uploading of documents must be .PDF and one excel format of the price list completed in full.</li><li>• 2.12. tender validity is 120 days from the closing date.</li><li>• 2.15 the meeting is non-compulsory.</li></ul>		

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		<ul style="list-style-type: none"><li>2.16. Clarifications to be send up to 5 working days before tender closing date. i.e., excluding weekend. <b>25 June 2025</b></li><li>2.22 Alternative tenders are not allowed. Suppliers to quote as per specification.</li><li>2.32. Cataloguing is not applicable.</li><li>2.33 Provision for security is not applicable.</li><li>3.4 tenders will not be opened tenderers to request from tender office for opening</li><li>3.5 Prices will not be read out</li><li>3.9. Tenderers to meet the eligibility criteria.</li><li>Submit complete commercial, financial, and technical tender.</li><li>Ensure all the mandatory submission are submitted.</li><li>3.10 tenderers who does not submit the mandatory requirements will be disqualified.</li><li>Functionality requirements are applicable.</li></ul>		

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		<ul style="list-style-type: none"><li>3.14 Price evaluation will be inclusive of VAT.</li><li>Arithmetical errors will be communicated to the supplier for acceptance.</li><li>Prices will exclude contingencies.</li><li>Conditional discounts will be excluded.</li><li>Unconditional discounts will be included.</li><li>Eskom use NPV for evaluations.</li><li>3.16 Price will be out of 80 and B-BBEE will be out of 10 points</li><li>3.16-3.17 valid and completed B-BBEE certificate to submitted attender closing date to not get zero points on B-BBEE.</li><li>3.18 The onhective criteria are applicable – 100% local content</li><li>3.19 we will not use e auction.</li><li>CSD is a Contractual mandatory submission, Supplier to be always tax compliant during evaluation stage. Suppliers to propose on SDL&amp;I undertakings and not leave black. Is it</li></ul>		

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		<p>not mandatory but required before contact award.</p> <ul style="list-style-type: none"><li>• 2 years Audited or independently reviewed financial statements to be submitted.</li><li>• PIS score certificate to be submitted with the tender.</li><li>• ITA34C for financial year 1 and financial year 2 to be submitted.</li><li>• The financial statements are valid for 18 months</li><li>• Contractual requirements are not a disqualification criterion however required for contract award.</li><li>• Tenderers to read conditions of the contract</li><li>• CIBD requirements are not applicable.</li><li>• The NEC will be updated with the quantity for Safety to each and the rearranging of quantities and Unit. NEC to be uploaded.</li></ul>		

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6.2	SDL&I Contractual requirements	<ul style="list-style-type: none"> <li>As stated, tenderers to propose however they can and not leave it blank</li> <li>CN further explained that the SDL&amp;I requirements are applicable supplier to complete Skills Development, Job and procurement spent</li> <li>The 2,5% penalty was explained.</li> </ul>	Constance Ndhlovu	
6.3	Technical	<p>Technical evaluation criteria</p> <ul style="list-style-type: none"> <li>DM sated that the tenderer must provide the proof of testing laboratory Compliance with the requirements. The standard is provided. The proof of compliance to the requirements of ASTM F1959.in the form of test report.</li> <li>Assurance of quality product report is required</li> <li>. Suppliers to provide a report or basically on that one if the tender is a distributor or an agent of the OEM, the following is required. A copy of the contract agreement.</li> </ul>	Dyke Magabane	

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		<p>or license is required for submission with the tender or a copy of original signed letter with the OEM for the distribution of the ASTM F1959. copy of the contract agreement lends with or license with OEM indicating duration of the contract which must match. The Eskom contract duration.</p> <ul style="list-style-type: none"><li>• And then the copy of original signed distribution letter with the OEM indicating the duration which must match the Eskom contract. So this is three years, so that is supposed to be 3 years.</li><li>• DM stated that in terms of the catalogue of all arc flash productive clothing Equipment. The color photo catalogue displaying the following items and then submit a submission of the catalogue printed in colors. On the PPE, the jacket. In the trouser suppliers should show us if it's going to be blue and the balaclavas, normally they are white.</li></ul>		

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		<ul style="list-style-type: none"><li>On the catalogue. So, it should at least show us how the indications of the colors and then on the face, protective equipment, gloves,</li></ul> <p>So, this is the equipment that you're supposed to provide us. Is the balaglove, the hood and then and the face. Protective equipment, which is the class. The hand protective equipment, which is gloves and then and the jacket, the trouser and then a mechanical durable garment for construction, and then a number of washing cycles of which this one, the number of washing it should be normally it will be on your PPE at the back. Or it must be attached there so that they can mark on the number for shippens and it must. At least the box must not exceed that 120 cycles, and the marking and labels. The label on the back, it should state how you mark them on the back of that. So, the jacket normally has, or it will have an attached. Label. Which are you mark but they must not</p>		

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		<p>make it exceed those 120 twenty cycles. That's very critical.</p> <p>A photo of a labelling will be sent and of the color.</p> <p>The color will be royal blue or Navy Blue</p> <p>Clarification on the minimum is 120 cycles. The wash must not exceed the 120 cycles. Only 120 ticks.</p> <p>The publication of names of bidders will be published.</p> <p>Category 4 is changed from 40 to 50 energy and above.</p> <p>Category 2 changed to minimum of 12. 8 is no longer applicable.</p> <p>Material of the Arc suits is inherent , non bombastic material.</p>		

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		<p>Safety file is a It's t a collection of documents related to health and safety within a workplace. It is basically the requirement of the safety requirements that the supplier needs to submit. It will also include things like.</p> <p>The appointment letters</p> <p>The letter of good standing and also the competencies it varies based on the scope of work. but it related to all the safety related, including medicals as well. The tenderer needs to give a price for safety file year one and (year 2 and year 3).</p> <p>Why is the cost price involved. There might be safety related trainings that will be required. The price must include that as well.</p> <p>If the suppliers are using the consultant for safety file, it will include the stationeries. It will be covered under costing for health and safety.</p>		

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		The color is royal blue and the suppliers must comply to the specification and the picture will be sent.  Specification to be uploaded		
6.4	Quality	Tenderers to submit quality requirements as stated.  Clarifications should be sent to Constance Ndhlovu  The list to be uploaded on the bulletin	No representative	08.08.2024
6.5	Safety	Tenderers to submit safety requirements as stated.  <b>Annexure B:</b> All procedures applicable to this project must be listed and send to the contractors, then the contractors must acknowledge them by signing the Annexure B	Makwena Poopedi	

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		<ul style="list-style-type: none"><li>• <b>Health and Safety Plan/ OHS Manual:</b> Site, activities or project documented plan in accordance with the clients' requirements, the plan must be scope or project specific</li><li>• <b>Baseline OHS risk assessment:</b> Basically, means OHS hazards and risks that are identified and assesses before the inception of a new project and commencement of operations</li><li>• <b>Valid letter of good standing or equivalent:</b> Registration with the Compensation Commissioner or a licenced mutual company or an equivalent of it</li><li>• <b>Proof of OHS competency:</b> Person who in respect to the work that has to be done, has the required</li></ul>		

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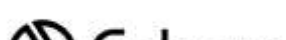
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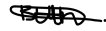
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		training, knowledge and experience and where applicable, qualifications relevant to that work or task.		
7.	Matters for information/Noting	Not applicable	Not applicable	Not applicable
7.1	Heading for agenda item	Not applicable	Not applicable	Not applicable
8.	General	Minutes to be published		
9.	<b>Closure</b> <i>[state whether the meeting was terminated, adjourned or postponed and at what time]</i> <b>Next meeting</b> <b>Not Applicable</b>	Meeting closed		

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Signed as a correct record:



18.06.2025

Chairman

Date

**NOTES:**

- 1: This template may be transferred to an excel format for ease of use, provided that the content hereof is retained unaltered.*
- 2: The attendance register is to accompany the minutes of the meeting.*

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