

Meeting Name: Non-Compulsory Briefing Session: The Upgrade of Fire Sprinkler Systems, Hydrants Systems and Foam Bladder Tanks Replacement Project at the O.R. Tambo International Airport: ORT6622/RFP/2021

Meeting Called By: Sekwati Nkwana

Venue: The Meeting was held via Microsoft Teams

Date: 10 September 2021

Time: 11:00am

Present:

Name & Surname	Role
Sekwati Nkwana	Chairperson
Matlaledi Saboshego	Technical
Gideon Dibane	Technical

MEETING MINUTES

ITEM	DISCUSSION POINT	DATE	WHO
1	<ul style="list-style-type: none"> - Sekwati welcomed the attendees to the meeting and introductions were conducted - Sekwati informed bidders to forward him their email addresses and make sure that their e-mail addresses are clear as they will be needed for further communication - Sekwati presented the following information on the tender document: <ul style="list-style-type: none"> o 3 stages of the evaluation process (Stage 1 Pre-Qualification Criteria, Stage 2 Mandatory Requirements and Stage 3 Price and BBB-EE evaluation) o Submission instruction and tender timelines emphasized that the closing date for submission of queries is the 28th of September 2021 at (16h00PM) and the closing date for bid submissions is the 05th of October 2021 at (12H00 PM). No late submissions will be accepted. - Sekwati highlighted that all bidders must submit their original bid document and a copy of the original. The copy must include all documents in the original bid document - Sekwati made it clear to bidders that the tender will be closed at the O.R. Tambo International Airport and tenders must be placed inside Tender Box C. - Sekwati informed bidders that all queries must still be directed to sekwati.nkwana@airports.co.za - Matlaledi presented the following to bidders in detail: <ul style="list-style-type: none"> o Scope of Work, Functionality Criteria, and the Pricing BOQ o Matlaledi recommended that bidders attend a physical site inspection at O.R. Tambo International Airport. Matlaledi to avail himself on the 13th, 14th, 20th and 21st of September 2021 for the site inspection. o Matlaledi provided bidders with his contact details for bidders to arrange with him for a site inspection. Bidders will only communicate with Matlaledi specifically for the site inspection ONLY. The site inspection is not compulsory, but it would be wise for bidders to attend. Matlaledi also mentioned that the temporary permit will cost about R700.00 and that bidders will incur this cost. 		ALL

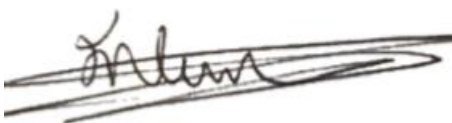
	<p>Matlaledi made it clear that Bidder's note that the tender document under product specification for foam tanks, the product specification states that the foam tank must be 1500 litres; and that is not the case. The foam tanks on-site are of different sizes as stated in the list of foam tanks on the schedule of equipment.</p> <p>The following questions were posed by bidders and answers provided by ACSA Technical:</p> <p>Question: Please confirm the site inspection dates as well as the duration of the site inspection. The site inspection dates will be the 13th, 14th, 20th, and the 21st of September 2021</p>		
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ACTIONS

<u>Description</u>	<u>Responsibility</u>	<u>Due date</u>
<ul style="list-style-type: none"> - Bidders to submit queries by the 28th of September 2021 (16H00) 	Bidders	28 September 2021
<ul style="list-style-type: none"> - Bid submission by the 05th of October 2021 (12H00pm) 	Bidders	05 October 2021

<u>Conclusion</u>
Meeting was closed at 12H15pm

MINUTES CONFIRMED AS A TRUE REFLECTION OF THE PROCEEDINGS



Sekwati Nkwana (Chairperson)