



forestry, fisheries
& the environment

Department:
Forestry, Fisheries and the Environment
REPUBLIC OF SOUTH AFRICA

MINUTES FOR DFFE-T024 (24-25)

COMPULSARY INFORMATION SESSION

DATE: 13 NOVEMBER 2024 **VENUE:** MICRO SOFT TEAMS **TIME:** 11:00 – 12:00

CHAIRPERSON:

Mr Aiden Bowers

MINUTES OF COMPULSORY INFORMATION SESSION INTERESTED BIDDERS – TITLE: DEPARTMENT OF FORESTRY, FISHERIES AND THE ENVIRONMENT (DFFE), INVITES SUITABLY BIDDERS FOR THE APPOINTMENT OF A HAZARDOUS MATERIALS (HAZMAT) SPECIALIST COMPANY (SERVICE PROVIDER) TO PROVIDE A TURNKEY SOLUTION FOR THE CLEAN-UP AND REHABILITATION OF THE LICHTENBURG (BIESIESVLEI) WASTE TYRE DEPOT FOLLOWING A FIRE INCIDENT

NO	ITEM	DISCUSSION	DECISION	COMMENTS
1.	OPENING AND WELCOME	The chairperson officially opened the meeting and welcomed all members in attendance. Introduction by everyone was concluded.	Noted	None
2.	PRESENT/ ATTENDEES AND APOLOGIES	No apologies tendered. Information provided by attendees via MS Teams chat function were as follows: <ul style="list-style-type: none">• Mr. Aiden Bowers(Chairperson)• Mr. Karabo Mmekoa (SCM Support)	Noted	None



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NO	ITEM	DISCUSSION	DECISION	COMMENTS
		<ul style="list-style-type: none"> Attendance Register of bidders is attached. 		

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3.	PURPOSE OF THE MEETING	The purpose of the meeting is to provide clarity, the scope and extent of work to be conducted by prospecting bidders to provide a turnkey solution for the clean-up and rehabilitation of the Lichtenburg Waste Tyre Depot following a fire incident.	Noted	None
4.	INTRODUCTION AND BACKGROUND OF THE PROJECT	<p>The chairperson gave an overview in so far:</p> <ul style="list-style-type: none"> Scope of work Provided an interpretation of each of the different phases of the project that prospective bidders would need to address <p>Upon completion of the overview session an opportunity for comments / questions and or project clarification was provided.</p>	Noted	None
5.	INTRODUCTION AND EXPLANATION OF TENDER PROCESS AND EVALUATION	<p>Mr. Karabo Mmekoa (SCM)</p> <ul style="list-style-type: none"> Proceeded with presentation in so far, the bid documents and bidding process 	Noted	None



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NO	ITEM	DISCUSION	DECISION	COMMENTS
		<ul style="list-style-type: none"> Presentation displayed and interpreted bid submission requirements, returnable documents and elaborated on the Four (04) phases of Evaluation Criteria. Upon completion of the explanation session an opportunity for comments / questions and or clarification was provided. 		
7	QUESTIONS CLARIFICATION.	<p>FOR</p> <p>Q – With regards to mandatory requirements “Proof of compliance/registration for the transportation of hazardous material (with applicable local authority), Can you please explain that part for me?</p> <p>A – Depending on where you operate from your local authority, you would need to register with them if you're going to be transporting hazardous goods. So we just need to make sure that you're compliant if you are going to use your own transport & that you have all the relevant approvals from your local council.</p> <p>Q – My question is how do we know the total volume of the area and the damages that we have to remove?</p> <p>A – We didn't have a Pre-environmental assessment where we quantified the amount of waste. That's why we're calling this a turnkey solution and we do in the</p>		



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		<p>document allow tenderers to go to the site and do an evaluation themselves and obviously specify what they're basing their tender on.</p> <p>Q – There are 2 pricing schedules attached namely SBD 3.3 & the actual pricing schedule Annexure A, Which one should we initially utilize?</p> <p>A – We want you to fill in the pricing schedule and the total price should be then tendered on the SBD form. The pricing schedule breaks it down by activity and that's what we need you to price on.</p> <p>Q – On the issue of the applicable local authority, is it an authority in Lichtenburg or it can be a local authority from where I'm operating?</p> <p>A – The local authority in which your business is based that you have a registration with. If you're going to outsource or subcontract, then give proof that the person going to transport the hazardous waste has the requisite approvals in place.</p> <p>Q - With regards to the e-mail that we needed to</p>		



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		<p>arrange a site visit, I see here on page seven, they've given a direct contact.</p> <p>A - Rather go through the tenders email and then we will direct you to the relevant official. Whatever queries also need to go through the tenders e-mail address so that we have a single point of responsibility.</p>		
6.	CLOSURE	<p>The chairperson thanked all attendees their time and presence and for their contribution and SCM will publish minutes and presentation, meeting adjourned at 11:50 am.</p>	Meeting was adjourned	None