

BRIEFING SESSION METRORAIL GAUTENG

21 SEPTEMBER 2026

CHAIRPERSON: MPHO DUBE

DATE: 21/09/2026

TIME: 10H00 (Tuesday)

VENUE: Shosholoza Meyl Junction, 6th Floor

**APPOINTMENT OF A SERVICE PROVIDER FOR THE SUPPLY AND DELIVERY OF
SMALL PLANT MACHINERY IN THE METRORAIL GAUTENG REGION ON AN “AS
AND WHEN REQUIRED BASIS” FOR A PERIOD OF THIRTY-SIX (36) MONTHS**

RFP NUMBER:65/08/2026-GAU-PERWAY

Below are the briefing minutes and discussions held on 18 September 2026

Directors
Acting Chairperson N. Nokwe-Macamo,
Adv. S. Sethene, Adv. M. Motlogelwa,
L. Joel, N. Makaepea, M. Mukhuba, DK. Mohuba,
S. Luthuli, TN. Mpye

Group CEO
H. Emeran

Company Secretary
L. Mthayise

1. OPENING AND WELCOME

1.1 Opening and Welcome

The Chairperson, Mpho Dube, welcomed everyone at 10H00 and introduced the PRASA officials.

Attendance

- Mpho Dube (SCM Department)
- Makgwale Tshehla (SCM Department)
- Fhatuwani Sathura (End User)

2. PURPOSE OF THE RFP

The Chairperson clarified the purpose of the RFP as follows:

- To set out the rules of participation in the bid process referred to in this RFP.
- To disseminate information on the project contemplated in this RFP.
- To provide guidance to bidders on the preparation of their RFP submissions.
- To gather information from bidders that is verifiable and can be evaluated for the purpose of appointing a successful bidder.

To enable PRASA to select a successful bidder who:

- a) Is technically qualified and meets the empowerment criteria described in this RFP.
- b) Is capable of carrying all the obligations of the Contract.

3. BID TIMELINES

- Bid Issue Date: 11 September 2026
- Briefing Session: 21 September 2026 at 10H00
- Closing Date for Questions: 26 September 2026 at 16H00
- Closing Date for Responses: 30 September 2026 at 16H00
- Closing Date: 15 October 2026 at 12H00

4. COMMUNICATION CHANNELS / QUERIES AND ENQUIRIES

Queries and enquiries should be sent to:
makgwale.tshehla@prasa.com

Directors
Acting Chairperson N. Nokwe-Macamo,
Adv. S. Sethene, Adv. M. Motlogelwa,
L. Joel, N. Makaepea, M. Mukhuba, DK. Mohuba,
S. Luthuli, TN. Mpye

Group CEO
H. Emeran

Company Secretary
L. Mthayise

5. NOTICE TO BIDDERS

- Bidders are encouraged to visit the National Treasury eTender Portal and the PRASA website regularly, as updates may be uploaded from time to time.
- Questions and Answers will be uploaded to the eTender Portal and the PRASA website.

6. HOW TO ACCESS THE TENDER DOCUMENT

This RFP may be downloaded directly from the National Treasury eTender Publication Portal at www.etenders.gov.za free of charge and from the PRASA website at www.prasa.com.

7. DELIVERY INSTRUCTIONS

The bid envelopes must be hand-delivered to the PRASA Building at Shosholoza Meyl Junction and addressed as follows:

PASSENGER RAIL AGENCY OF SOUTH AFRICA

Ground Floor

Shosholoza Meyl Junction

Cnr Leyds and Simmonds Street

Braamfontein

Johannesburg

2001

Note: Bidders must ensure that they complete the submission register and obtain a receipt as proof of submission.

8. INSTRUCTIONS FOR COMPLETING THE RFP

All responses to the RFP must be submitted in sealed envelopes and boxes.

9. EVALUATION CRITERIA

Stage 1: Compliance Requirements

Directors

Acting Chairperson N. Nokwe-Macamo,
Adv. S. Sethene, Adv. M. Motlogelwa,
L. Joel, N. Makaepea, M. Mukhuba, DK. Mohuba,
S. Luthuli, TN. Mpye

Group CEO
H. Emeran

Company Secretary
L. Mthayise

Stage 1A: Mandatory Requirements

- Completed Form C (Pricing Schedule)
- Completed BOQ/Pricing
- Proof of Attendance of the Compulsory Briefing Session (Form D)

Stage 1B: Basic Compliance

- Letter of Good Standing (COID)
- Valid SARS Pin
- CSD Registration Number
- Completion of all tender documentation and annexures
- Joint Venture / Consortium Agreement (where applicable)

Stage 2: Technical / Functionality Requirements

Organisational Experience (100 Points)

Track record on similar projects previously executed with a minimum value of **Five Hundred Thousand Rand (R500 000.00)** involving:

- Supply and delivery of plant and machinery
- Tools
- Equipment

Bidders are required to submit both appointment letters and completion letters from clients on the client's official letterhead, signed and dated by an authorised representative of the client, indicating:

- Project description
- Client name
- Client contact details (email and telephone number)
- Project start date
- Project end date
- Extension of time, where applicable
- Contract value inclusive of VAT

Functionality Scoring

Similar Completed Projects	Points
No response / non-compliant	0
One (1) project	20
Two (2) projects	40
Three (3) projects	60
Four (4) projects	80
Five (5) projects	100

Total: 100 Points

Directors
Acting Chairperson N. Nokwe-Macamo,
Adv. S. Sethene, Adv. M. Motlogelwa,
L. Joel, N. Makaepea, M. Mukhuba, DK. Mohuba,
S. Luthuli, TN. Mpye

Group CEO
H. Emeran

Company Secretary
L. Mthayise

Minimum Functionality Threshold: 80%

Bidders scoring below the minimum functionality threshold will not be considered for further evaluation in terms of Price and Specific Goals.

Stage 3: Pricing and Specific Goals

- Price: 80 Points
- Specific Goals: 20 Points
- Total: 100 Points

Bids will be evaluated in terms of the **80/20 Preference Point System**.

10. PRICING AND BOQ

- Bidders are required to submit a responsive bid by completing all prices contained in the BOQ.
- Bid prices must include all associated costs such as travel, transport, labour, security, and other related costs.
- All bid prices must be inclusive of VAT at 15% and any other applicable taxes.
- Failure to submit a signed pricing schedule will invalidate the bid and result in disqualification.

11. SARS REQUIREMENTS

11.1 VAT

It is mandatory for a business to register for VAT where the estimated value of the project exceeds **R1 000 000 (One Million Rand)**.

11.2 Tax Compliance

- All bidders must be tax compliant at the time of award.
- In the case of a Joint Venture (JV) or Partnership, all parties must be tax compliant at the time of award.
- If one party is not compliant, the bid may be disqualified.

12. STANDARD BIDDING DOCUMENTS AND FORMS (SBD)

- All Standard Bidding Documents and forms must be completed and submitted with the bid document.

Directors
Acting Chairperson N. Nokwe-Macamo,
Adv. S. Sethene, Adv. M. Motlogelwa,
L. Joel, N. Makaepea, M. Mukhuba, DK. Mohuba,
S. Luthuli, TN. Mpye

Group CEO
H. Emeran

Company Secretary
L. Mthayise

- Section 4(1)(b)(iii) of the Competition Act No. 89 of 1998, as amended, prohibits collusive bidding (bid rigging) between parties in a horizontal relationship.

13. CLARIFICATIONS / QUESTIONS AND ANSWERS

Technical Evaluation Criteria under Organizational Experience

Question: Do you consider submissions for current projects?

Answer: No. Only completed projects supported by completion letters will be considered.

Question: What is the minimum value for similar previously executed projects?

Answer: A minimum value of **Five Hundred Thousand Rand (R500 000.00)**.

Question: The technical requirements stipulate a minimum threshold of R5 million, whereas the functionality criteria indicate a minimum threshold of R500 000.

Answer: The minimum threshold for functionality is **R500 000.00**. An erratum and revised documents will be issued and uploaded onto the eTender Portal.

14. GENERAL

No matters were raised under General.

Bidders must clearly provide their email addresses and contact details for communication purposes.

15. CLOSURE

The Chairperson adjourned the meeting at 11H45.



Mpho Dube
Chairperson

COMPILED BY:



Makgwale Tshehla

END USER:



Fhatuwani Sathura

Directors
Acting Chairperson N. Nokwe-Macamo,
Adv. S. Sethene, Adv. M. Motlogelwa,
L. Joel, N. Makaepea, M. Mukhuba, DK. Mohuba,
S. Luthuli, TN. Mpye

Group CEO
H. Emeran

Company Secretary
L. Mthayise