

APPOINTMENT OF A SERVICE PROVIDER FOR CONSULTING SERVICES FOR PROVISION OF GENERAL MODELLING AND WATER RESOURCE EVALUATION



DRAFT MINUTES OF THE MEETING HELD 07 NOVEMBER 2025 ON MS TEAMS, AT 11H00

Present

Ms B Tshabalala	Procurement Administrator
Mr G Mnisi	Project Procurement Specialist
MR C Hasenjager	Project Manager
Mr T Nditwani	DWS

Apologies

None

1. ADMINISTRATION

1.1 OPENING AND WELCOME

The Chairman welcomed all present and declared the meeting opened. It was announced that the meeting was compulsory. Mr C Hasenjager as the Project Manager of the client department was requested to lead the discussions.

2. Matter for Discussion

CONSULTING SERVICES FOR PROVISION OF GENERAL MODELLING AND WATER RESOURCE EVALUATION SERVICES FOR ALLOCABLE WATER QUANTIFICATION AND TO SUPPORT INTEGRATED WATER RESOURCE PLANNING OF NWAMITWA DAM

The following was discussed:

- The commercial aspects with regards to the logistics of tender process covering e.g. time, date and place for tender closing, seeking clarity before closing date and etc.

- The TCTA company profile summary was provided to the bidders to ensure they understand who TCTA is and also give the base of the procurement need hence the project.
- The overview of scope of work was provided affording bidders to ask any questions for clarity or raise the concerns that they have which is related to the project affecting the possibility of submitting the proposal.
- Bidders were asked to put their company details on the chat box in order for TCTA to know who attended the meetings
- Mr C Hasenjager took the bidders to the scope of work and opened the floor for Questions.

❖ **Questions from the bidders**

- We see that in most of the personnel qualifications RP Engineer is required. Are you prepared to take other type of qualifications?
 - Bidders need to respond as per qualification stated and should a bidder fail to propose personnel as per the stated professional qualifications, no points will be awarded.
- Is this RFB still the same as the other RFB TCTA issued before?
 - Most sections of the RFB are still the same except for the more specialists provided under the personnel experience and few adjustments in the criteria and that for any bid process that fail to successfully appoint a bidder, it is subjected to SCM continuous improvement.
- Are we going to be given the tender briefing presentation and how do we register our attendance
 - Yes, and bidders were referred to presentation to presentation side dealing with the attendance register

3. CLOSURE

It was first confirmed that the bidders do not have questions or points of clarity, the after all were thanked for attending the meeting and meeting was closed at 12:54

Secretary

Date

Chairperson

Date