



**Independent Communications Authority of South Africa**

350 Witch-Hazel Avenue, Eco Point Office Park

Eco Park, Centurion.

Private Bag X10, Highveld Park 0169

Telephone number: (012) 568 3000/1

**MINUTES OF THE COMPULSORY BRIEFING SESSION FOR ICASA 27/2022  
WHICH WAS HELD AS FOLLOWS:**

Date : 15 JULY 2022  
Place : VIRTUAL MS TEAMS MEETING  
Time : 09:00 – 10:00

**Present:**

<b>Name and Surname</b>	<b>Initials</b>	<b>Office</b>
Ms. Chantelle Brink	CB	Manager: SCM
Mr. David Molapo	DM	Senior Manager: Strategy and Programme Management
Ms. Akhona Klaas	AK	BAC Coordinator: SCM
Ms. Ovayo Tyani	OT	Finance Graduate
<u>Service Providers</u>		<u>See attached attendance register</u>

**Presenters:**

~~Ms. Chantelle Brink~~

Ms. Ovayo Tyani

Mr. David Molapo



**Independent Communications Authority of South Africa**

350 Witch-Hazel Avenue, Eco Point Office Park

Eco Park, Centurion.

Private Bag X10, Highveld Park 0169

Telephone number: (012) 568 3000/1

No.	Items
1.	<p><b>Opening and Welcome</b></p> <p>CB opened the meeting and welcomed all members.</p>
2.1	<p><b>OT:</b> The aim, objective and conditions of a briefing session is to inform bidders as well as relevant stakeholders about ICASA's bidding processes and procedures.</p> <p>Supply chain management is using the following legislation, acts and delegation, amongst others. The Constitution of Republic of South Africa, PPPFA, PFMA, treasury regulations framework for supply chain management and national treasury SCM practice notes, ICASA's Supply Chain Management Policy and the BBBEE</p> <p>Bids will be subject to supply chain management conditions as follows:</p> <ul style="list-style-type: none"> <li>• The Preferential Procurement Regulations, 2017 pertaining to the Preferential Procurement Policy Framework Act, Act No 5 of 2000.</li> <li>• In accordance with this Act, bidders are required to submit original and valid BBBEE Status Level Verification Certificates or certified copies thereof together with their bids, to substantiate their BBBEE rating claims.</li> <li>• The 10 points claimed for BBBEE Level will be split in accordance with the SBD 6.1 documents as per the evaluation criteria.</li> </ul>



**Independent Communications Authority of South Africa**

350 Witch-Hazel Avenue, Eco Point Office Park

Eco Park, Centurion.

Private Bag X10, Highveld Park 0169

Telephone number: (012) 568 3000/1

- Bidders who do not submit BBBEE Status Level Verification Certificates or are non-compliant contributors to BBBEE do not qualify for preference points for BBBEE but should not be disqualified from the bidding process. They will score points out of 90 for price only and zero (0) points out of 10 for BBBEE
- Bidders should submit certified copies of BBBEE or alternatively submit an original BBBEE certificate per bid
- EME – Exempted Micro Enterprise AND QSE MUST submit original or certified copy of sworn affidavit not a copy of copy

**Required Documentation:**

- One Original Copy of Technical and Pricing submission
- Three copies of each submission
- One USB with two folders, one folder for technical response and one for pricing
- ID documents of Directors (Certified)
- Company registration documents
- Company profile
- Tax compliant
- Certified Copy of BBBEE Certificate or sworn affidavit original or certified copy for EME and QSE not copy of copy

**Reasons for Disqualification:**

- Bidders who submit incomplete information and documentation as per the requirements of this RFB.
- Bidders who submit uncontactable references
- Bidders who are not registered on the Central Supplier Database



**Independent Communications Authority of South Africa**

350 Witch-Hazel Avenue, Eco Point Office Park

Eco Park, Centurion.

Private Bag X10, Highveld Park 0169

Telephone number: (012) 568 3000/1

	<ul style="list-style-type: none"> <li>• Bidders who submitted information that is fraudulent, factually untrue or inaccurate, for example memberships that do not exist, BBBEE credentials, experience, etc.</li> <li>• Mandatory requirements are applicable before commencement to functionality</li> <li>• Bidders who do not meet the cut-off mark (70 POINTS) on functional/technical requirements as stipulated in this RFB.</li> <li>• Bidders who do not provide the required number of bid responses <u>i.e.</u>, one (1) original hard copy, three (3) hard copies and one (1) electronic copy (on USB) in PDF format.</li> <li>• Bidders that submit un-bound tender documents</li> <li>• Bidders who have been blacklisted as per the National treasury database.</li> <li>• Bidders who do not comply with the special conditions or any other condition set out in the bid document</li> <li>• Bidders who submit their proposals after 11:00</li> </ul> <p>Closing date: 1 August 2022 Time: 11:00</p> <p><b>Proposals must be submitted to:</b></p> <p>TENDER BOX Block C, Reception 350 Witch-Hazel Avenue, Eco-Park, Centurion</p>
<p><b>2.2</b></p>	<p><b>Q/A</b></p> <p><b>Pammy Magorosi:</b> Is the submission a two-envelope system?</p> <p><b>Chantelle Brink:</b> It is a two-envelope submission system, one for the technical response and one for pricing.</p>



**Independent Communications Authority of South Africa**

350 Witch-Hazel Avenue, Eco Point Office Park

Eco Park, Centurion.

Private Bag X10, Highveld Park 0169

Telephone number: (012) 568 3000/1

<p><b>3</b></p>	<p><b>David Molapo</b> presented on the Terms of References and the Bid Evaluation Criteria that was advertised on the ICASA website and on e_Tender.</p> <p>DM: The expected deliverables from the bidders is for ICASA to get the following modules</p> <ul style="list-style-type: none"> <li>• Module 1: Quality of Service (QoS)</li> <li>• Module 2: Traffic &amp; Tariff Tracker</li> <li>• Module 3: International Voice Gateway (IVG) Monitoring</li> <li>• Module 4: Electronic Equipment (Mobile Device) Compliance System</li> </ul>
<p><b>3.1</b></p>	<p><b>Q/A</b></p> <p><b>Petrus Janson:</b> I have a question about the associate membership to GSMA and I believe a couple of us which don't have the associate membership we are being excluded to participate in this endeavour and we are requesting ICASA to reconsider this clause to allow the ICT entities to respond so that ICASA can have the South African and International participation who do not belong to the GSMA.</p> <p><b>David Molapo:</b> Our intention is to ensure that we get a bidder that is part of the <del>International</del>international area of experts because ICASA does not sit within a vacuum, it sits within the international sphere of things and that being the case we felt it prudent for us to make sure that this becomes one of the requirements. It was not in any way or intention to exclude anyone. This system is something that should not</p>



**Independent Communications Authority of South Africa**

350 Witch-Hazel Avenue, Eco Point Office Park

Eco Park, Centurion.

Private Bag X10, Highveld Park 0169

Telephone number: (012) 568 3000/1

	<p>compromise the country, ICASA and the people that we serve as ICASA. That's why really we have that requirement there.</p> <p>Petros Janson: Thank you for your feedback, however, I still maintain that ICASA needs to consider the broader communities to participate</p>
<b>3.2</b>	<p><b>General</b></p> <p><b>CB:</b> We will be uploading the presentations <del>and also</del> and the Minutes of this meeting and the attendance register on the website and if there are any changes to the terms of reference or any additional information, please monitor the ICASA's website for any further notifications.</p> <p><u>Bidders must introduce themselves and the company that they are representing if they did not include their details in the chats.</u></p>
<b>10.</b>	<p><b>Closure</b></p> <p>CB adjourned the meeting at 09H41.</p>

Formatted: Line spacing: 1.5 lines