

Minutes of Mandatory Scope Clarification Meeting

Tender: CTT 26925 Saturation Dive System Refurbishment

Date: 19 August 2026

Time: 10h00 -12h30 (Approx.)

Platform: Physical/ Microsoft Teams / Site Clarification Meeting

Chairperson: Velaphi Gumede

Technical Lead: Kgabo Rapelego

Attendees:

Name	Organisation	Role
Velaphi Gumede	PetroSA	Sourcing & Contracts Consultant / Meeting Chairperson
Kgabo Rapelego	PetroSA	Technical Lead / End User Representative for Saturation Dive System Refurbishment Project
Shivan Naidoo	Unique Hydra	Tenderer Representative
Jaco Bester	Unique Hydra	Tenderer Representative
Albie Bergh	Unique Hydra	Tenderer Representative
Thanduxolo Stengana	AMSOL	Tenderer Representative
Andre Basson	OSC Marine	Tenderer Representative
Faiek Fredericks	OSC Marine	Tenderer Representative
Mike Jessop	OSC Marine	Tenderer Representative
Awethu Matibane	Unique Hydra	Tenderer Representative

1. Opening and Welcome

Velaphi Gumede welcomed attendees and confirmed that the meeting formed part of the **mandatory scope clarification process** for the Saturation Dive System Refurbishment Tender. Attendance at the briefing and subsequent site inspection was confirmed as mandatory for participation in the tender.

2. Procurement Process and Tender Administration

Key Points Discussed

- Tender submissions must be made exclusively through the PetroSA procurement portal. Email submissions will not be accepted.
 - Tenderers were advised to regularly monitor the PetroSA portal for any tender bulletins, amendments, or clarifications.
 - Meeting minutes and any future communication will be circulated to attendees.
 - The original tender closing date was noted as **09 September 2026 at 13:00**.
 - PetroSA outlined its evaluation process:
 - Pre-qualification stage.
 - Technical/compliance assessment.
 - Commercial evaluation.
 - Due diligence.
 - Procurement Committee approval.
 - Contract negotiations (recommended tenderer)
 - Contract award.
 - B-BBEE requirements:
 - Minimum Level 4 Contributor or EME or QSE.
 - Valid SANAS-accredited B-BBEE certificate or qualifying affidavit required.
 - Tender evaluation will be conducted on an **80/20 preference point system**, unless the tender value exceeds R50 million, in which case a **90/10 system** would apply.
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3. Scope of Work Presentation

Refurbishment Options

Tenderers were advised that two execution options are available:

1. Refurbishment of entire or partial systems in Mossel Bay.
2. Relocation of entire dive system from Mossel Bay to Cape Town Harbour then to the contractor's workshop for refurbishment.

Logistics Support by PetroSA

- **For Option 1** - PetroSA will provide lifting services in Mossel Bay harbour for the few items the successful vendor intends to relocate to Cape Town by road transport
- **For Option 2** - PetroSA will lift and transport the entire dive system from Mossel Bay to Cape Town Harbour using one of its vessels. The vessel to be docked at a berth booked and paid for by the service provider. Lifting from the vessel onto road transport from harbour to service provider yard is part of the service providers responsibilities.

Major Scope Elements

The following activities were highlighted:

Chambers

- Repair of areas affected by wall-thickness loss.
- ABS has indicated that weld repairs will not be accepted.
- Affected sections must be cut out and replaced with new plate material.

Utilities and Hoses

- Inspection and refurbishment/replacement of hoses and utility lines.
- Review of threaded chamber connection points and rectification where required.

Winch and Hydraulic System

- Complete inspection and refurbishment of hydraulic systems.
- Assume PetroSA to free issue winch new winch wires
- Hydraulic cylinder for band breaks to be replaced.
- Electrical cables between the winch deck and the various system to be megger-ed and only replaced if failed insulation test.

Procurement of Replacement Parts

- PetroSA expressed preference for contractors to procure replacement materials and components directly at a cost plus percentage mark-up basis.
 - PetroSA to compile and share with bidders defects list or items that must be assumed for complete replacement.
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4. Installation and Integration Requirements

Following refurbishment, the successful contractor will be required to:

- Install the system onto the selected vessel.
- Integrate all equipment and utilities.
- Conduct commissioning and testing.
- Design, fabricate and install any required interface platform.
- Liaise with vessel classification authorities regarding all the design and installation on the vessel.
- Complete stability assessments and certification requirements.
- Employ the services of marine architecture for the needed services including vessel stability analysis for the final dive system layout.

The vessel onto which the system will ultimately be installed has not yet been procured. PetroSA expects the vessel procurement process to be concluded while refurbishment activities are underway. Upon securing the vessel PetroSA shall share its details. In the meantime bidders to quote PetroSA based on the previous system layout and vessel details.

5. Technical Questions and Responses

Documentation

PetroSA confirmed that:

- Historical installation information will be shared where available.
- Previous ABS survey reports and IMCA audit information will be provided to assist tenderers.

Regulatory Compliance

The refurbished system must comply with:

- ABS requirements.
- IMCA requirements.
- Relevant IMO regulations.
- Applicable South African regulatory requirements.

Vessel Integration

- PetroSA indicated preference for a vessel with a moon pool arrangement.

- Previous vessel layouts and information may be shared to assist tenderers with proposals.

Testing

- Factory Acceptance Testing (FAT) may be performed during refurbishment.
 - Full integration and operational testing will be conducted after installation on the vessel.
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6. Commercial Clarifications

Payment Terms

- Tenderers may propose milestone-based payment structures.
- Advance payment requests may be included in proposals.
- Payment terms will form part of commercial negotiations and evaluation.

Cost Plus Arrangements

- Known refurbishment requirements should be priced in the tender submission.
- Unknown defects identified during execution may be managed through a cost-plus mechanism.
- Tenderers were advised to clearly state cost-plus provisions in their proposals.
- PetroSA to compile and share with bidders defects list or items that must be assumed for complete replacement.

Tender Submission Documentation

Tenderers were requested to:

- Clearly label all supporting documents.
 - Avoid submitting large, unstructured files.
 - Organize technical and commercial information in a logical and easily reviewable format.
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7. Tender Portal Guidance

PetroSA clarified that:

- Tenderers may save work and return to submissions before final submission.
- Multiple revisions may be submitted prior to closing.
- Only the last submitted version will be evaluated.

- A confirmation notification must be received to verify successful submission.
- All tender questions and fields must be completed before submission.

8. Agreed Actions

Action	Responsible Party
Circulate meeting minutes to attendees	PetroSA
Provide attendee contact register	Attendees
Share ABS survey information and available audit records	PetroSA
Consider issuing a known defects list for tender pricing consistency	PetroSA Technical Team
Process tender closing date extension for approval	PetroSA Supply Chain
Conduct physical site/system inspection following meeting	All Attendees

9. Tender Closing Date Extension

Following discussions, attendees requested additional time to prepare comprehensive submissions after the site inspection.

Agreement reached:

- Tender closing date to be extended by approximately two weeks, from 09 September 2026 to 23 September 2026. This extension has since been approved by PetroSA Group Supply Chain Manager, this tender now closes on **23 September 2026**, at **13h00**.

10. Closure

The Chairperson thanked all attendees for their participation and encouraged suppliers to submit any further technical or procurement-related queries through the designated tender communication channels. The meeting concluded with arrangements to proceed to the physical inspection of the saturation dive system.