



MINUTES OF NON-COMPULSORY BRIEFING SESSION

EXPRESSION OF INTEREST: ACQUISITION OF BUILDING FOR SANAS OFFICE ACCOMMODATION

SANAS/BOA/EOI/2016-2017/01

Meeting Name	Non Compulsory Briefing session for SANAS Building
Venue	The DTI Campus- Block D, Room DT01
Date and Start time	20 June 2016 at 11:00 am

Attendees

Elsabe Steyn: (Chairperson)
 Tshepo Mokotedi: (Technical Advisor)

Secretariat: Zanele Mbiza
 Pusheletjo Mogaile

Service Providers: As per attached register

1. OPENING AND WELCOME

The Chairperson welcomed all the attendees and introduced the SANAS team and further requested attendees to sign the attendance register. The Chairperson confirmed that the briefing session is not compulsory and explained the purpose of the meeting.

The chairperson gave a brief background to the Expression of Interest (EOI) and went through the Expression of Interest (EOI).

She confirmed that this is an EOI stage and not a Bidding stage.

2. QUESTIONS AND ANSWER SESSION

QUESTIONS	ANSWERS
What were the reasons for the withdrawal of the previous tender?	As part of the tender process, SANAS obtained the services of its independent internal auditors to audit the entire tender process relating to above referred to tender. During the audit, an oversight was highlighted and SANAS was advised to cancel the previous tender and restart the closed tender process.

Will SANAS be interested in an office bigger than 3500m ² ?	The maximum size is 3500m ²
Will SANAS be interested in an office older than 10 years?	The maximum age is 10 years
What is meant by full offer to sell proposal purchase?	SANAS wants to purchase the building
Is SANAS aware that it can take up to 18 months for new development of building?	Yes
What is the immediate size offices that SANAS requires?	As per the EOL, it is 2000 m ²
Is there a specific format for submissions?	No there is no format? We require one original proposal plus one (1) e-mail copy in PDF Format.
Is it the Broker that needs to be B-BBEE compliant or is it the developer? Or Land Owner?	BBBEE requirements of the PFMA will be applied

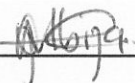
3. WAY FORWARD

Expression of Interest to be submitted at The DTI Campus, Sunnyside Block G, one original plus two copies while one PDF copy will be e-mailed to zanelem@sanas.co.za on or before 4 July 2016 before 11:00 am.

4. CLOSURE

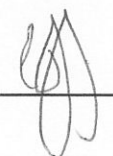
The Chairperson thanked everyone who attended the meeting. The meeting was adjourned at 11:40 am.

Secretariat: Ms Zanele Mbiza

Signature:  _____

Date: 24/06/2016

Chairperson: Dr Elsabe Steyn

Signature: _____ 

Date: 24/6/16