	TECHNICAL EVALUATION CRITERIA	Technology
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Title: **TECHNICAL EVALUATION CRITERIA FOR SMART SPLIT METER POLE TOP BOXES FOR CENTRAL EAST CLUSTER**

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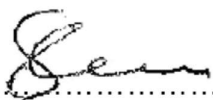
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


Shalen Goonoa

Technology Engineer

Date: 17/06/2022

Supported by




Jutas Maudu

LV Services Chairperson

Date: 20/06/2022

Authorised by



Riaz Asmal

SI Manager

Date: 2022/06/20

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1. Introduction

This document provides an overview of CentralEast Cluster technical requirements for an enquiry for the supply of smart split meter pole top boxes for outdoor use. This document provides an overview of the requirements for the different smart split meter pole top boxes and acts as an index to supplement the detailed design drawings and Eskom standard requirements.

This document defines the technical evaluation criteria that will be used in the Central East Cluster technical enquiry for smart split meter pole top boxes.

2. Supporting clauses

2.1 Scope

2.1.1 Purpose

This document provides information relating to an enquiry for the technical evaluation, acceptance, and supply of smart split meter pole top boxes for use in Eskom.

2.1.1.1 Smart split meter pole top boxes

This enquiry includes the requirements for the smart split meter pole top boxes as indicated in Table 1.

Suppliers may tender for any single item, multiple items or all the items in Table 1. However, Suppliers will only be considered for those items included in their tender.

Table 1: Smart Split Meter Pole Top Box Options

Item no	Eskom SAP #	Product Description	Eskom D-DT
1	245949	BOX, POLE TOP SMART SPLIT METER, 2-WAY, 20A	D-DT-3055 & D-DT-1042
2	670228	BOX, POLE TOP SMART SPLIT METER, 2-WAY, 60A	D-DT-3055 & D-DT-1042
3	229922	BOX, POLE TOP SMART SPLIT METER, 4-WAY, 20A	D-DT-3055 & D-DT-1043
4	245950	BOX, POLE TOP SMART SPLIT METER, 4-WAY, 60A	D-DT-3055 & D-DT-1043
5	670312	BOX, POLE TOP SMART SPLIT METER, 6-WAY, 20A	D-DT-3055 & D-DT-1044
6	670315	BOX, POLE TOP SMART SPLIT METER, 6-WAY, 60A	D-DT-3055 & D-DT-1044
7	229921	BOX, POLE TOP SMART SPLIT METER, 8-WAY, 20A	D-DT-3055 & D-DT-1045

2.1.2 Applicability

This document shall apply to CentralEast Cluster

2.2 Normative/informative references

Parties using this document shall apply the most recent edition of the documents listed in the following paragraphs.

2.2.1 Normative

- [1] ISO 9001 Quality Management Systems.
- [2] 32-1034: Eskom Procurement and Supply Chain Management Procedure
- [3] NRS 032: Service Distribution Boxes - Pole mounted types for overhead single-phase AC service connections at 230V
- [4] 240-75659760 Pole-mounted service distribution boxes for split prepayment metering standard
- [5] D-DT-3055 Buyers guide for pole top split prepayment metering kiosks
- [6] D-DT-1042 Manufacturing drawings for pole top split prepayment metering kiosks 2-way
- [7] D-DT-1043 Manufacturing drawings for pole top split prepayment metering kiosks 4-way.
- [8] D-DT-1044 Manufacturing drawings for pole top split prepayment metering kiosks 6-way.
- [9] D-DT-1045 Manufacturing drawings for pole top split prepayment metering kiosks 8-way.
- [10] SANS 60439 Low-voltage switchgear and control gear assemblies Part 5: Particular requirements for assemblies for power distribution in public networks.

2.2.2 Informative

None

2.3 Definitions

2.3.1 General

Definition	Description
Duly Authorised	A person who is given the authority to stand in the place of another.
Eskom Technical Evaluating Representative(s)	The person(s) appointed by Eskom to perform evaluation of tender submission(s) in line with Eskom requirements.
Stage	A point, period, or step in a process of evaluation
Technical Gatekeepers	These are documents that must be provided in the format prescribed at tender closing stage; failing which the tenderers will be deemed non- responsive and be disqualified without proceeding to the next stage of the technical evaluation.

2.3.2 Disclosure classification

Controlled disclosure: Controlled disclosure to external parties (either enforced by law or discretionary).

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2.4 Abbreviations

Abbreviation	Description
OEM	Original Equipment Manufacturer

2.5 Roles and Responsibilities

This document defines the technical evaluation criteria that will be used by the Central East Cluster Eskom technical evaluation team for the evaluation of smart split meter pole top boxes.

2.6 Process for monitoring

Not applicable.

2.7 Related/supporting documents

Not applicable.

3. Technical tender methodology and criteria

This document sets out the standardised Central East Cluster technical evaluation criteria and evaluation methodology for smart split meter pole top boxes for outdoor applications and includes the necessary annexures.

The technical evaluation methodology has two main parts, namely a paper evaluation (stages 1 and 2) and a factory sample evaluation (stage 3). The requirements of each stage must be met, as stipulated, for a tenderer to proceed to the next stage. A stage 3 (factory sample evaluation) will not be undertaken if a tenderer has not met the mandatory requirements or threshold for stages 1 and 2. These stages are provided in more detail in the annexures of this document.

3.1 Stage 1 and Stage 2 Paper evaluation

The paper evaluation exercise is performed by technical evaluators. The technical evaluation is a sequential process and begins with assessing the mandatory (gatekeeper) requirements of stage 1, and proceeds to the functional (scoring) requirements of stage 2 and then stage 3 (factory sample evaluation). Tenderer(s) shall only progress to the next stage if all the stipulated requirements, submitted in the prescribed form, are met before the submission deadline.

During stage 1, the required mandatory (gatekeeper) tender returnables are verified. If a tender fails to submit any of the mandatory tender returnables Eskom may terminate the technical evaluations without concluding a review of all the mandatory requirements, any further review will be at the discretion of Eskom.

A tender only fully complies with stage 1 gatekeepers, if all the stipulated mandatory documents, in the prescribed format, are met. Tenderers that did not fully comply with the stage 1 gatekeepers will be regarded as non-responsive and will be disqualified immediately and only tenders that fully comply with the stage 1 gatekeepers will be allowed to proceed to stage 2 for further technical evaluation.

During stage 2, the clause-by-clause requirements are evaluated, and a score is allocated per requirement that has been met. If there are technical deviations from the requirements these should be stated on the product technical deviation sheet clearly indicating the proposed deviation and the reason for Eskom technical consideration and potential scoring. For example: clause 3.1.3.5 from Eskom technical standard 240-75659760 has 4 requirements with a weighting of 4%. If only 2 requirements are met, a score of 2% will be allocated ($2/4 \times 4\% = 2\%$). Tenderers need to score a minimum of 80% for stage 2 in order to be considered for a factory sample evaluation.

Tenderers that do not meet the 80% threshold will be disqualified and will not be evaluated further. Stage 3 (factory sample evaluation) will only be undertaken if the tenderer meets the minimum threshold of 80% for stage 2.

3.2 Stage 3 Factory Sample Evaluation

This evaluation is performed at the Original Equipment Manufacturers' (OEM) premises to assess the manufacturing capability in order for a prospective tenderer to supply the required product. The factory sample evaluation is not confirmation or a guarantee that any contract will be entered into by Eskom and the supplier or that post contract performance has been achieved.

The evaluation team has no authority or responsibility in the decision taken by Eskom with respect to contracting for a product or a service. Any statements, intentions and/or actions expressed by the evaluation team during and after the evaluation has no effect and does not constitute any liability to Eskom with regards to contract placement or post contract performance guarantees.

3.2.1 Evaluation of Resellers, Distributors, Agents or Third Parties (not OEM)

Those tenderers that attained a minimum score of 80% in Stage 2 and who are not the Original Equipment Manufacturer (OEM) (i.e. a reseller, redistributor, agents or third parties) of the tendered product must attend a virtual meeting with Eskom, either via Microsoft Teams or alternative, to gauge the compliance of the products tendered as well as the tenderers involvement in the supply of these products to Eskom.

An assessment of the tenderer's premises may be performed at Eskom's discretion to corroborate above.

3.2.2 Scope

Eskom commercial representative(s) will arrange to visit the factory of tenderers whose submissions have met the 80% minimum threshold, however, should qualifying tenderers be non-responsive over 2 calendar weeks or if it is discovered that a factory does not exist then those tenderers will be regarded as non-responsive and will be disqualified.

At the factory, the Eskom technical evaluation representative(s) conducts the evaluation by using the checklists and the evaluation documents. The checklists are used to verify compliance to the equipment specification and the tender submission documents. At the end of this exercise, the Eskom technical evaluation representative(s) lists all the deviations or findings, if any, on the evaluation checklist or report.

All parties' representatives conduct a formal discussion of the deviations or findings in line with Eskom's requirements. Thereafter, Eskom, the tenderer/supplier and/or the OEM representatives sign the evaluation checklist/report which shall be used for concluding the technical evaluation report, where the tenderer and the OEM agree to meet the Eskom requirements to provide a 100% compliant product. All of this forms part of the contract and verification thereafter at Eskom's discretion to corroborate information.

3.2.3 Resolution of Findings

Technical deviations or findings identified during the tender technical evaluations must be addressed prior to contracting. The technical deviations or findings identified during the tender technical evaluation will be provided to the tenderer. The tenderer will be required to respond to the findings in writing and/or with samples and/or other evidence.

The time allowed for resolving the technical findings will be 2 calendar weeks from the date of communication of the requirements from Eskom's representative. A response is to be received no later than the deadline stipulated.

Eskom will engage the tenderer prior to issuing the communication to clarify the expectations and details of the return and response required. The tenderer may request further interim engagements with Eskom where further clarity is required, however if the requirements are not satisfied at the time of the deadline stipulated, the supplier will be disqualified.

3.2.4 Post Contract - First Batch Assessment and Release

After a contract has been entered into with Eskom CentralEast Cluster, an assessment of the first batch shall be performed by Eskom's technical representative at the OEM or supplier premises prior to dispatch to Eskom. This is to confirm compliance to the requirements and release of goods to Eskom, however, should any deviation or finding be identified this may be suspended pending resolution of any non-conformance(s).

3.2.5 Confidentiality

All information reviewed, observed, recorded during and reported on as a result of this evaluation will be treated as and remains confidential. The procurement team and the supplier's team will be the only parties included in communication pertaining to such information i.e., it will not be released to external parties.

3.2.6 Evaluation methodology

The evaluation will follow a documented supplier capability and capacity assessment criteria as shown in annexure C. The factory sample evaluation criteria are intended to assess the technical capabilities of the supplier and the product offered for tender, to ensure it meets the tender requirements. During the evaluation the following areas are evaluated:

- a) Confirm information submitted in technical schedules
- b) Manufacturing Methods
- c) Work practices
- d) Design practices and application
- e) Testing facility and practices
- f) Raw material procurement, storage and sub-contractor practices
- g) Site and other services

Annexure C consists of two sections.

Section 1:

A minimum threshold of 80% is required to pass the factory and practical assessment of section 1. There is a total of 33 points in section 1. These points are indicated as “Yes” and “No” questions. Each “Yes” counts 1 point and indicates that the factory complies with the requirement. A “No” counts as 0 and indicates that the factory does not comply with the requirement.

The evaluation member(s) will mark the “Yes” or “No” blocks during the evaluation to indicate compliance, or non-compliance. At the end of the assessment, all the points will be tallied and converted to a percentage. For example, if 28 out of the 33 applicable requirements were met, it will result in a percentage score of 84.85% (i.e. $28/33 \times 100 = 84.85\%$).

Section 2:

The minimum threshold for compliance to Eskom standard 240-75659760 and Eskom assembly drawings (D-DT-1042, D-DT-1043, D-DT-1044 and D-DT-1045) is 100% and must be satisfied at the factory. The factory must also have the capability to do all the routine tests and the tested sample/specimen must pass all routine tests. All product type tests must pass and be valid, be less than 10-year-old, conducted by an independent test authority before it will be accepted. If there are technical deviations from the requirements these should be stated on the product technical deviation sheet clearly indicating the proposed deviation and the reason for Eskom technical consideration and potential scoring.

Point will be allocated per requirement met in section 2 and converted to a percentage. For example, if there are 9 technical requirements and only 3 of these requirements were met the allocated score will be 33% (i.e. $3/9 \times 100 = 33\%$).

4. Requirements for the technical tender submission

4.1 General

The technical submission/technical file must be submitted as an original hard copy document and a complete copy of the original hard copy. The technical submission or technical file must be clearly marked “Technical – Original” and “Technical – Copy”. The technical submission/technical file (including drawing, test reports etc.) will only be accepted in the English language.

Any additional soft electronic copies that are submitted for the technical tender submission will only be considered in the following formats: MS Word, MS Excel and/or Adobe Acrobat PDF. The soft electronic copies must be submitted on a USB stick. The electronic/soft copy submission must be clearly labelled as “Technical”. It must be a complete copy of the original and must include the following minimum information on the external cover”.

- a) The applicable Eskom enquiry number
- b) The tenderer’s organization name
- c) The words: “Technical file – electronic/soft copy”

4.2 Format

The submission must be structured in a logical, user-friendly format. Folders must be labelled with descriptive titles and grouped together to form a logical hierarchy. Please see below an example of how folders can be labelled:

- | | |
|-----------------------------------|------------------------------------|
| [1] Complete A&B schedules | [2] Product Technical Drawings |
| [3] Test reports and Certificates | [4] Product Deviation Schedules |
| [5] Product Brochures | [6] Additional product information |

Please take the following points into consideration:

- a) Ensure (especially for the electronic submission) that submissions are submitted as separate files and not as one PDF document. Files should be saved under appropriate names.
- b) Avoid duplication of documentation that has been submitted in the technical file for evaluation.

4.3 Documentation

The technical submission must contain the following documentation as a minimum for each item tendered:

- 1) Cover letter – Containing a list of items offered and a brief summary of each item (e.g., product name, indelible markings, trademark, ratings etc.)
- 2) Completed Technical A&B schedule(s) – As per requirements of standard 240-75659760 and NRS 032.
- 3) Completed Technical Deviation Sheet(s) – As per requirements of standard 240-75659760 & NRS 032.
- 4) Completed Test report summary sheet(s) – As per requirements of standard 240-75659760 & NRS 032

- 5) Copies of test reports; clearly labelled and arranged as per the type test report summary sheet.
- 6) Training requirements (only for information) indicate if there are any training requirements for the products tendered.
- 7) Cost of training requirements (only for information) if there are any costs associated with the provision of training requirements for the products tendered.
- 8) Technical manuals, product brochures, product datasheet, product installation procedure or product technical drawings or any additional related product information.

Note: A signed letter of the agreement between the OEM and the tenderer must be submitted if the tenderer is not the OEM and if a tenderer only plans to tender for one of the products, then only one set of the above documentation is required.

AUTHORISATION

This document has been seen and accepted by:

Name and surname	Designation
Jutas Maudu	Senior Engineer, HV Plant Centre of Excellence
Shabnum Behari	Senior Engineer, Standards Implementation, KZN OU
Riaz Asmal	Standards Implementation Manager, KZN OU

REVISION HISTORY

Date	Rev.	Compiler	Remarks
June '22	1	Shalen Goonoa	Original document

DEVELOPMENT TEAM

Shalen Goonoa

ANNEXURE A – GATEKEEPERS

Stage 1: GATEKEEPERS (paper evaluation only)			
<p>The tender submission that does not meet <i>all the stage 1 gatekeepers</i> for the item tendered will be <i>immediately disqualified</i>.</p> <p>Note: *No other version of the schedules or summary sheet will be accepted as evidence for technical evaluation of this tender except the schedules and summary sheet provided with this tender with '#' representing the numbers 1 to 7 to cater for each of the items required in this tender enquiry.</p>			
Task / Measure			
Activity	Clause	Acceptance	Comments
Completed A&B schedule submitted for each of the items tendered? *	KZN22SGTC01-AB#	Yes/No	
Completed test report summary sheet submitted for each of the items tendered? *	KZN22SGTC01-C#	Yes/No	
Completed deviation schedule submitted for each of the items tendered? *	KZN22SGTC01-D#	Yes/No	
Product technical drawings (with dimensions) submitted for each of the items tendered?		Yes/No	
If the prospective tenderer is not the OEM, did the tenderer submit a signed letter of the agreement between the OEM & the tenderer?		Yes/No Or N/A	

ANNEXURE B – SCORING

Stage 2: SCORING (paper evaluation only)			
Activity	Clause reference: 240-75659760	Weighting	Score
Technical requirements			
1. Does the smart split meter pole top box comply with the requirements of NRS 032?	3.1	2%	
2. Does the smart split meter pole top box comply to the applicable requirements for service distribution boxes?	3.1.1	2%	
3. Does the smart split meter pole top box enclosure comply to the requirements?	3.1.2	5%	
4. Does the material used comply to the requirements?	3.1.2.1	3%	
5. Does the miniature circuit breaker used comply to the requirements?	3.1.3.1	5%	
6. Does the busbars used comply to the requirements?	3.1.3.2	3%	
7. Does the surge arresters used comply to the requirements?	3.1.3.3	2%	
8. Does the power cables used comply to the requirements?	3.1.3.4	2%	
9. Does the internal wiring comply to the requirements?	3.1.3.5	4%	
10. Does the cable glands used comply to the requirements	3.1.3.6	1%	
11. Does the smart split meter pole top box comply with the requirements?	3.1.3.7	1%	
12. Do the items comply with the marking, labelling & packaging requirements	3.3	10%	
Total technical requirements score to the requirements of standard 240-75659760:		40%	

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Stage 2: SCORING (paper evaluation only)			
Activity	Clause reference: 240-75659760	Weighting	Score
Tests must not be older than 10 years			
13. Resistance to impact type test	3.2	12%	
14. Degree of protection type test	3.2	12%	
15. Temperature rise type test	3.2	12%	
16. Fire retardation type test	3.2	12%	
17. Routine tests completed	3.2	12%	
Total type test score to the requirements of standard 240-75659760:		60%	
Final score to the standard of 240-75659760: Technical requirements + Test requirements score (40% + 60%):		100%	

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ANNEXURE C – FACTORY SAMPLE EVALUATION CRITERIA

GENERAL INFORMATION		
Name of Supplier:		
Name of Manufacturer:		
Registered name and full street address of the factory at which the audit and inspection is done:		
Factory representatives:		
Name:	Position:	
Name:	Position:	
Name:	Position:	
Name:	Position:	
RECEIVING/GOODS INWARDS INSPECTION AND STORAGE		
Are materials, components and sub-assemblies verified by the factory as complying with the applicable requirements?	Yes	No
Comments:		
If the factory relies on certificates of conformity of test results from suppliers, do these clearly identify the products, specifications, quantity of items, dated and signed?	Yes	No
Comments:		
Are non-conforming products/components/materials clearly identified and segregated to prevent their use?	Yes	No
Comments:		

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Are records of raw material received, kept/stored? In what format and for how long?	Yes	No
Comments:		
Is there a system in place to manage reception and allocation of raw materials?	Yes	No
Comments:		
PRODUCTION LINE INSPECTION AND ROUTINE TESTS		
Comments:		
ASSEMBLY: Do personnel have readily available up to date procedures, assembly instructions, photographs, drawings or reference samples?	Yes	No
Comments:		
PRODUCTION LINE TEST: Do personnel have readily available up to date procedures, work instructions and drawings related to the required testing to be carried out on the intermediate stage and the final product, related to conformance of the finished product?	Yes	No
Comments:		
Are the test results monitored for trends or recurrences and reported to production/quality management?	Yes	No
Comments:		
Are repaired and reworked products re-inspected in accordance with documented procedures?	Yes	No
Comments:		

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Does the "Production line inspection" and the "Routine Tests" performed by the factory sufficiently cover all the applicable requirements?	Yes	No
Comments:		
Are personnel involved in the assembly and quality control, adequately briefed on their duties and competent to perform them?	Yes	No
Comments:		
CALIBRATION OF TEST EQUIPMENT AND TESTING FACILITY		
Is all equipment used for testing calibrated?	Yes	No
Comments:		
Is the equipment provided with a label, or similar method, indicating the date of the last calibration and the due date for the next calibration?	Yes	No
Comments:		
Are records from equipment calibrations appropriate and kept by the factory?	Yes	No
Comments:		
Do the records indicate that the calibration is traceable to National/International metrology standards?	Yes	No
Comments:		
Does the factory have the capability to carry out all the routine tests?	Yes	No
Comments:		
Do test reports identify the test specimen and are they properly signed and stored?	Yes	No
Comments:		

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FACTORY CAPABILITY AND QUALITY MANAGEMENT SYSTEM		
Does the factory have a documented Quality Management System?	Yes	No
Comments:		
Does the factory regularly perform internal audits of its Quality Management System, and periodically check that all documented procedures, including those required for certification, are followed?	Yes	No
Comments:		
Are the records from internal audits and the corrective actions, where applicable, available and are they sufficiently detailed to demonstrate that the Quality Management System is effective?	Yes	No
Comments:		
COMPLAINTS/NON-CONFORMANCES		
Does the factory have a documented system for handling complaints?	Yes	No
Comments:		
Does the factory review complaints from customers or other stakeholders and take appropriate action?	Yes	No
Comments:		
Are records of the complaints and of the corrective actions taken kept?	Yes	No
Comments:		
CHANGE CONTROL		
Is there a documented procedure that covers control of products and production process changes?	Yes	No
Comments:		

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Does the procedure cover the review and approval of product or production process changes by the responsible personnel/management?	Yes	No
Comments:		
Are there provisions to ensure that changes to the product construction are accepted by competent/authorized personnel?	Yes	No
Comments:		
Is there an up-to-date parts list or similar evidence available, specifying the components/parts to be used during production of the products?	Yes	No
Comments:		
DESIGN PRACTICES		
Are designs done in-house?	Yes	No
Comments:		
Does the company have design tools and guidelines?	Yes	No
Comments:		
Is there a design process workflow system?	Yes	No
Comments:		
Is there a documented process for verification and validation of designs?	Yes	No
Comments:		
Are new designs approved and verified by competent personnel?	Yes	No
Comments:		

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Following final design approval, is there a process in place to link the new design to the manufacturing process?	Yes	No
Comments:		
Section 2		
COMPLIANCE TO STANDARD 240-75659760		
Requirements		
Compliance to general technical requirements (3.1)?	Yes	No
Comments:		
Compliance to service distribution box types (3.1.1)?	Yes	No
Comments:		
Compliance to the box requirements (3.1.2)?	Yes	No
Comments:		
Compliance to the material requirements (3.1.2.1)?	Yes	No
Comments:		
Compliance to the miniature circuit breaker requirements (3.1.3.1)?	Yes	No
Comments:		
Compliance to the busbar requirements (3.1.3.2)?	Yes	No
Comments:		
Compliance to the surge arrester requirements (3.1.3.3)?	Yes	No
Comments:		

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Compliance to power supply cables requirements (3.1.3.4)?	Yes	No
Comments:		
Compliance to internal wiring requirements (3.1.3.5)?	Yes	No
Comments:		
Compliance to cable glands requirements (3.1.3.6)?	Yes	No
Comments:		
Compliance to split meter requirements (3.1.3.7)?	Yes	No
Comments:		
Compliance to marking requirements (4.1)?	Yes	No
Comments:		
Compliance to labelling requirements (4.2)?	Yes	No
Comments:		
Compliance to packaging requirements (4.3)?	Yes	No
Comments:		

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Type tests		
Resistance to impact	Yes	No
Comments:		
Degree of Protection	Yes	No
Comments:		
Temperature-rise	Yes	No
Comments:		
Fire retardation	Yes	No
Comments:		
Routine tests	Yes	No
Comments:		

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TECHNICAL EVALUATION CRITERIA FOR SMART SPLIT METER POLE TOP BOXES

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Revision: **1**

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FINDINGS	
CONCLUSION	
RECOMMENDATION(S)	
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