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# Clarification – Meeting

## Category 3 - Quality Requirements

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## **Category 3 Quality requirement**

- 1. Section A**
- 2. Section B**
- 3. Section C**
- 4. Section D**
- 5. Section E**

## Objective evidence of documented QMS that is not certified but complies with **ISO 9001:2015**

**A.1 QMS Manual** or a document that defines and describes the QMS and its scope. **The manual to be aligned to ISO 9001:2015**

**A.2** Quality Policy **Approved** by top management.

**A.3** Quality Objectives **Approved** by top management.

**A.4** Control of **documented** information (i.e. document and record control)  
Clause 7.5 of ISO 9001:2015(**documents and record control procedure**)

**A.5** Documented information for Control of nonconforming outputs Clause 8.7  
of ISO 9001:2015 (**elimination of detected non-conformance procedure**)

**A.6** Documented information for Nonconformity and Corrective action Clause  
10.2 of ISO 9001:2015 (**root cause, prevent recurrence**)

**A.7** Documented information for Internal audit Clause 9.2 of ISO 9001:2015

## Evidence of QMS in operation

**B.1** Documented information for defined roles, responsibilities and authorities - Organization chart and Responsibility matrix (must include but not limited to **quality management function/role**) (Clause 5.3 of ISO 9001:2015)

**B.2** Documented information for Control of Externally Provided Processes, Products and Services - **Must include criteria for evaluation, selection, monitoring of performance, and re-evaluation** of external providers (Clause 8.4 of ISO 9001:2015) **(Procedure that describe how you ensure that work completed by external parties ( Sub-Contractor, Suppliers, Consultants, etc) comply with the requirements)**

## Draft Contract Quality Plan specific to the scope of work as described in the tender

*Contract Quality Plan template assist the supplier to identify and plan for meeting client's/ contract expectations/requirements for quality management*

*Reference –: Guidelines for quality plans SANS 466:2005 Edition 1 / ISO 10005:2005 Edition 2*

SUPPLIER / CONTRACT NAME	To be completed by Tenderer
ESKOM ENQUIRY / CONTRACT NO.	To be completed by Tenderer
COMMENCEMENT DATE	Leave it blank, <u>Only</u> after contract awarded
COMPLETION DATE	Leave it blank, <u>Only</u> after contract awarded

SUPPLIER / CONTRACTOR	Name	Designation	Signature	Revision
Compiled by	Rep from Tenderer			Rev 0 during tender evaluation and to change to rev 1 after contract signing
Approved by	Owner of organisation			

ESKOM APPROVAL	Name	Designation	Signature	Revision
<b>Reviewed by</b> ( <u>Project Coordinator</u> ; Site Engineer; QC	Leave it blank-completed after award			
<b>Accepted by</b> ( <u>Contract Manager/ End User/ Project Manager</u> )	Leave it blank-completed after award			



# 2 -Completion : C- Contract Quality cont..

## 1. SCOPE OF WORK

(Type in the Full description of the Works Information as described in the NEC or Fidic document)

Scope of work category ( Mark with X if any activity below is included in SOW)	Yes	N/A	Type in the scope of work in the appropriate column.
Design			
Manufacturing			
Supply and Delivery/ Transportation			
Construction/ Installation/ Maintenance			
Commissioning			
Professional services			
Other			

## 2. COMMUNICATION CHANNELS BETWEEN SUPPLIER & ESKOM

Each person on site must know their own responsibilities as well as the responsibilities of others. Each party must keep the relevant people informed. Indicate for this contract Communication Channels all quality related issues i.e. Documentation/ Supplier Representative details and contacts - E-mails; Minutes of Meetings; Fixed Control Meeting; /Weekly Progress Meetings & reporting;. All documentation shall be submitted per the contract agreement).

## 3. ORGANOGRAM

(Include scope of work /contract related organogram showing designations with roles and responsibilities/ outputs, which shall include the QA and QC functions with all personnel responsible for management of activities/processes during execution or delivery of product. Team member's responsibilities and qualifications necessary to fulfill stated duties Work verification (e.g., who is responsible for carrying out a task, as well as who is responsible for checking the work)

## 4. INDEX OF INTERFACING DOCUMENTS (PROCESSES; STANDARDS; CODES & SPECIFICATIONS)

List of Supplier's core processes to be used for executing scope of work / List of Documents to be used on this contract - Work Instructions Processes; policies; procedures applicable to the scope of work; Industry standards; specifications; drawings applicable to the scope of work.

Name of document	Type	Revision

## 5. A LIST OF SUPPLIERS & SUB-SUPPLIERS

(for raw specific raw material/ required components; list all possible services/material to be sourced or services to be outsourced)

Material components to be purchased

# Section D

**Draft/ Example of an Inspection and Test Plan (ITP) or Quality Control Plan (QCP) on similar and/ or previous work done**

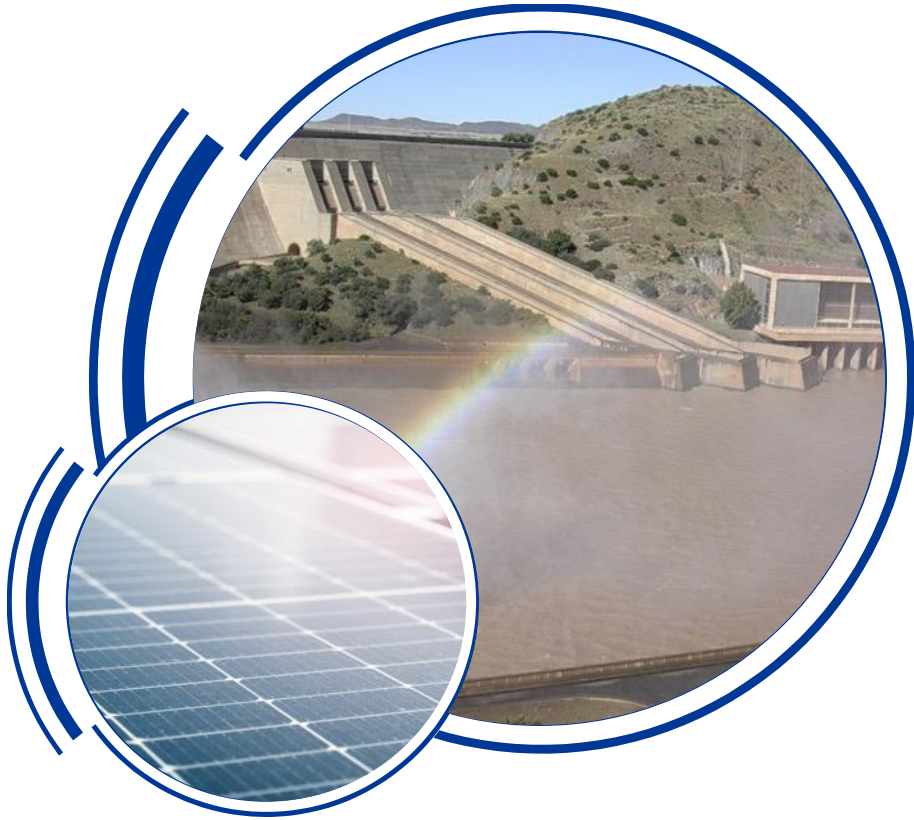
Contract / Order Number		CORP-XXXX / 46000XXX		Subcontractor Order Number				QCP Number		1		Page 1 of		1 of 2	
Scope of Work		Manufacturing of XXXX		Item/ Plant/ Material Description		XXXXXXXXXX		Rev Number		1		Date		XXXXXXXXXX	
Quality Control Plan Approvals		Name		Signature		Intervention Point Legend (KEY)									
Contractor /Supplier		To be completed		To be completed		Hold Point		AP - Document Requires Approval		T1 – 100% Testing		A1 – 100% Inspection			
Subcontractor (where applicable)										T2- Sample Testing		A2- Sample Inspection			
Eskom						Witness Point		W1 – 100% witness		W2 - Sample witness					
Approved Inspection Authority (AIA)						Document Review		IN - Document Requires for information only		R1- 100% Document Review		R2- Sample Document Review			
(Where applicable)						Surveillance (S)									
						Verification (V)									
Activities			Intervention Point		Category	Inspection and Test Method			Supplier Inspection		Eskom Inspection		Records		
No	Description / Requirement	Date	Supplier	Eskom	S=Statutory / N= Non-statutory	Method	Controlling document	Acceptance Criteria	AIA/ NOBO	Internal/ TPI	AIA/NOBO	Internal/ TPI			
1	Activity 1		W2		N	Visual	Checklist	Conformance							
2	Activity 1		R2		N	Visual	Checklist	Dimensions							
3	Activity 1		T2		N	Testing	Checklist	Functionality							
4	Activity 1		T1		S	NDT	Checklist	Regulatory							
5	Activity 1		A1		N	Measuring	Checklist	Dimensions							
6	Activity 1		AP		S	Measuring	Checklist	Dimensions, Approval on Conformity, Functionality, ect							

# Section E - Form A

SECTION A (TENDERER)	ENQUIRY/ CONTRACT No:	Complete here				
	ENQUIRY/ CONTRACT DESCRIPTION	Complete here				
SECTION B (ESKOM)	CLAUSES OF 240-105658000 SPECIFICATION	CLAUSE DESCRIPTION				INDICATE WITH (X) AS APPLICABLE OR (-) IF NOT APPLICABLE
	CLAUSE 3	PRE-CONTRACT AWARD QUALITY REQUIREMENTS				X
	CLAUSE 4	(*Select Only Applicable Category). NB: Not more than one category must be selected. Also indicate whether site assessment is applicable.				
		Category 1 (refer to clause 3.5.2 of 240-105658000)				-
		Category 2 (refer to clause 3.5.3 of 240-105658000)				-
		Category 3 (refer to clause 3.5.4 of 240-105658000)				X
		Category 4 (refer to clause 3.5.5 of 240-105658000)				-
	CLAUSE 5	Main Supplier and Sub-supplier Capability and Capacity Assessment (refer to clause 3.6 of 240-105658000)				-
		POST-CONTRACT AWARD				
		Contract Execution (refer to clause 3.7.1 of 240-105658000)				X
		Supplier Quality Performance Monitoring Phase (refer to clause 3.7.2 of 240-105658000)				X
		STANDARD CONDITIONS				
	CLAUSE 6	Eskom Rights of Access (refer to clause 3.8.1 of 240-105658000)				X
		Eskom Rights to Information (refer to clause 3.8.2 of 240-105658000)				X
		Preservation (refer to clause 3.8.3 of 240-105658000)				X
		Quality Audits Related Conditions (refer to clause 3.8.4 of 240-105658000)				X
		Management of Nonconformities and Nonconforming Outputs Identified by Eskom (refer to clause 3.8.5 of 240-105658000)				X
		SPECIAL PROCESSES (REFER TO CLAUSE 3.8.6 OF 240-105658000)				X
SECTION C (ESKOM)	CLAUSES OF ISO 9001 STANDARD	ISO 9001 STANDARD CLAUSE DESCRIPTION	INDICATE WITH AN (X) AS APPLICABLE OR (-) IF NOT APPLICABLE	QUALITY PRINCIPLES	ISO 9001 STANDARD PRINCIPLE DESCRIPTION	INDICATE WITH (X) AS APPLICABLE OR (-) IF NOT APPLICABLE
	CLAUSE 4	Context of the Organisation	X	PRINCIPLE 1	Customer focus	X
	CLAUSE 5	Leadership	X	PRINCIPLE 2	Leadership	X
	CLAUSE 6	Planning	X	PRINCIPLE 3	Engagement of people	X
	CLAUSE 7	Support	X	PRINCIPLE 4	Process approach	X
	CLAUSE 8	Operation	X	PRINCIPLE 5	Improvement	X
	CLAUSE 9	Performance Evaluations	X	PRINCIPLE 6	Evidence based decision making	X
	CLAUSE 10	Improvement	X	PRINCIPLE 7	Relationship Management	X
SECTION D (ESKOM)	ESKOM'S QUALITY REPRESENTATIVE	NAME	DESIGNATION	DATE	SIGNATURE	
SECTION E (TENDERER)	TENDERER'S QUALITY REPRESENTATIVE	NAME	DESIGNATION	DATE	SIGNATURE	
		Complete and sign here				



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Thank you