

 <b>Eskom</b>	<b>Report</b>	<b>Technology</b>
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Title: **TECHNICAL EVALUATION  
CRITERIA FOR THE  
PROCUREMENT OF VARIOUS  
PADLOCKS FOR THE WESTERN  
CAPE OPERATING UNIT**

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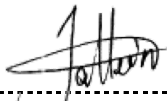


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## **1. Introduction**

This document has been developed to set the standard technical evaluation criteria to be used when performing technical evaluations on the tender submissions. This covers the technical evaluation of the master padlocks and master keys for Eskom's Western Cape Operating Unit. It has clauses developed to address various aspects required to perform the technical evaluation. It has been developed based on the Eskom specifications or standards as well as the Western Cape operating unit specific requirements.

This document contains both the evaluation criteria used for the documentation evaluation and sample evaluation. In addition it contains the questions which are required for the technical scoring purposes.

## **2. Supporting clauses**

### **2.1 Scope**

The document covers the criteria for the evaluation of the Master padlocks and master keys for Eskom's Western Cape Operating Unit.

#### **2.1.1 Purpose**

The document addresses the standard documented technical evaluation criteria to be used when evaluating the tender submissions for the Master padlocks and master keys in line with the WCOU requirements and it is applicable to all the technical evaluations for the related tender submissions.

#### **2.1.2 Applicability**

This document shall apply throughout Eskom's Western Cape Operating Unit.

### **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 National document(s)**

- [1] ISO 9001 Quality Management Systems.
- [2] SANS 1533 Padlocks.
- [3] SANS 9227 Corrosion tests in artificial atmospheres – Salt spray tests:

#### **2.2.2 Eskom document(s)**

- [4] D-DT-6050 Master Padlocks and Master keys
- [5] 240-70500896 Standard for Master locks and keys for Electrical and related equipment
- [6] 240-70500880 Standard for the control and application of locks and issue of master keys
- [7] 240-170001064 Governance rules and processes for managing the technical evaluated an accepted products (TEAP) database in Eskom distribution

#### **2.2.3 Informative**

- [8] N/A

### **2.3 Definitions**

#### **2.3.1 General**

Definition	Description
<b>Eskom Evaluating Representative(s)</b>	The person(s) appointed by Eskom to perform the evaluation of tender submission(s) in line with the Eskom requirements.

### **2.3.2 Disclosure classification**

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

## **2.4 Abbreviations**

Abbreviation	Description
<b>SI</b>	Standards Implementation Department
<b>WCOU</b>	Western Cape Operating Unit

## **2.5 Roles and responsibilities**

All Eskom employees and/or appointed bodies involved in the procurement of master padlocks and keys shall ensure that the project deliverable meets the requirements of these technical evaluation criteria. Any deviation from these requirements shall constitute non-conformance, unless it was in advance agreed to by a delegated Specialist and is based on sound engineering judgement.

All suppliers of the master padlocks and keys to Eskom must be conversant with the requirements of this standard, and shall comply with the requirements. No deviations will be accepted and suppliers shall ensure that they obtain clarity where required and obtain all supporting information or documents necessary to comply with this document.

## **2.6 Technical evaluated an accepted products**

Eskom reserves the right to place the technically compliant products on the product database upon it meeting the threshold set for technical/functional evaluation.

Eskom reserves the right not to perform a technical/functional evaluation on a product that has been added to the product database as this product has previously been found to be technically compliant.

## **2.7 Process for monitoring**

The master padlocks and keys acceptance shall be based on fully compliant submission of documents, samples and where necessary the factory assessment, and proving manufacturing capability and capacity during factory evaluations.

## **2.8 Related/supporting documents**

Refer to clause/ section 2.2.

## **3. Requirements**

The evaluation methodology will include two main parts:

- Documentation evaluation (consisting of 2 phases), and
- Sample evaluation.

Eskom reserves the right and may request to conduct factory assessments and witnessing of any of the applicable tests as part of this evaluation process.

### 3.1 Documentation Evaluation

The documentation evaluation exercise is performed by the Eskom evaluating representatives. This initial part of the evaluation starts when submissions are opened and assessed for the first time.

During the documentation evaluation; fully compliant units in accordance with this document and the listed applicable document will be required. Failure to submit and comply with the requirements specified in these documents will lead to immediate disqualification.

The documentation evaluations are meant for establishing if all the key tender deliverables are met. The documentation evaluation will consist of two sections:

**Level 1: Mandatory technical evaluation requirements deliverables (Gate-keeper),**

**Level 2: Scoring**

The Level 1 mandatory gate-keeper constitute a total of 80% of the total technical evaluation score, while the level 2 submission requirements constitute 20% of the technical evaluation score.

The tender submission must meet all the level 1 gate-keeper (mandatory technical evaluation requirements). Failure to meet all the mandatory requirements will result to a score of 0% of the 80% (listed above); thus a tenderer can only obtain 0% or 80%, and nothing in between for level 1 mandatory gate-keeper requirements. Equation 1 shows how the technical evaluation score will be calculated.

Technical evaluation score = 80% (level 1 mandatory gate-keeper requirements) + 20% (level 2 submission requirements) (1)

**Note:** Only a 100% compliant score achieved at level 1 and 2 equates to full compliance. Any score below 100% of level 1 mandatory gatekeeper requirements will result to immediate disqualification. Tenderers that do not score 100% for scoring (level 2) will be expected to be fully compliant before possible contract award.

No	Criteria	Standard and Clause	Acceptance: Yes/No
1	Are completed Technical Schedules B submitted in the provided format?	Technical Schedules A and B  Technical Schedule B shall be completed in full by the supplier. No blank spaces/to be confirmed allowed	
2	Copies of type test reports submitted?	SANS 1533	
3	Are drawings and product codes submitted and complied?  Detailed drawings with dimensions and markings	240-70500896	
4	Has type testing been performed and passed at an accredited Test facility?  Provide proof	Provide proof of accredited facility	
5	Letter of guarantee that the keyway is registered and unique to Eskom	240-70500896 Clause 3.1.1.2.5	
6	Letter of guarantee that the keyway designs will become the property of Eskom on contract conclusion		
7	Letter of undertaking regarding key blanks distribution and management	240-70500896 Clause 3.1.1.3 (e)	
8	Has a <b>Contract Quality Plan</b> been submitted that includes measures of resolving <b>Technical Quality issues</b> (e.g. defects and the management of non-conformances)	240-70500896 Clause 3.1.1.1	

**Table 1: Level 1 - Technical Tender Returnables (Gate Keeper)**

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Any one "NO" on the above scores will result in the supplier being disqualified

Note: Any score below 100% of level 1 mandatory gatekeeper requirements will result to immediate disqualification.

No	Criteria	Standard/Clause	Question	Weight	Comply: Yes/No
1.1	Padlocks - General	SANS1533 4.1	Are the padlock a Type – CP	2.5	
1.2	Padlocks - General	SANS1533 4.2	Are the padlock Category 2	2.5	
2.1	Padlocks - Casing	240-70500896 3.1.1.2.2 a)	Are the Casing Construction compliant (material and thickness)	3	
2.2	Padlocks – Casing	240-70500896 3.1.1.2.2 b)	Are the dimension of the casing compliant - Width - Height - Thickness/Depth	4	
2.3	Padlocks - Casing	240-70500896 3.1.1.2.2 c)	Are the casing colours compliant	3	
3.1	Padlocks - Shackle	240-70500896 3.1.1.2.3 a)	Are the shackles material compliant	5	
3.2	Padlocks - Shackle	240-70500896 3.1.1.2.3 a)	Are the shackles dimension compliant - Diameter - Length [Open / Locked] - Width	5	
4.1	Padlocks - Mechanism	240-70500896 3.1.1.2.4 a)	Are the mechanisms of the Pin Tumbler cylinder type	2	
4.2	Padlocks – Mechanism	240-70500896 3.1.1.2.4 a)	Are the minimum number of key pins compliant	2	
4.3	Padlocks – Mechanism	240-70500896 3.1.1.2.4 b)	Are the number of anti-pick mushroom pins 4 or more?	2	
4.4	Padlocks – Mechanism	240-70500896 3.1.1.2.4 c)	Are the number of anti-pick plates/wafers 3 or more	2	
4.5	Padlocks - Mechanism	240-70500896 3.1.1.2.4 d)	Are the mechanism Pre-lubrication	2	
4.6	Padlocks – Mechanism	240-70500896 3.1.1.2.4 e)	Are the Pin Spring material phosphor bronze	2	
4.7	Padlocks – Mechanism	240-70500896 3.1.1.2.4 f)	Are the shackle locking a dual stainless steel bolt mechanism	2	
4.8	Padlocks – Mechanism	240-70500896 3.1.1.2.4 g)	Are the shackle spring nickel coated 304-grade stainless steel	2	

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No	Criteria	Standard/Clause	Question	Weight	Comply: Yes/No
5.1	Padlocks – Keyways	240-70500896 3.1.1.2.5 c)	Are keyways cascaded in accordance with 240-70500896	10	
6.1	Keys	240-70500896 3.1.1.3 a)	Are the Keys manufactured from Brass	3	
6.2	Keys	240-70500896 3.1.1.3 b & c)	Are the Keys uniquely coded	3	
6.3	Keys	240-70500896 3.1.1.3 e)	Letter of undertaking regarding key blanks submitted	4	
7.1	Testing	SANS 1533 6.1	Visual inspection	5	
7.2	Testing	SANS 1533 6.2	Tension test	5	
7.3	Testing	SANS 1533 6.3	Locking test	5	
7.4	Testing	SANS 1533 6.4	Thickness test for plating	5	
7.5	Testing	SANS 1533 6.5	Adhesion test for plating	5	
7.6	Testing	SANS 1533 6.6	Test for corrosion resistance [SANS9227 (16h exposure)]	5	
8.1	Quality Assurance	240-70500896 3.1.1 a)	Are the records of acceptances tests and test results available for inspection?	2	
8.2	Quality Assurance	240-70500896 3.1.1 b)	Are the Contract Quality Plan (including handling of non-conformances) submitted and compliant?	2	
9	Documentation – Outline drawings (including markings)		Has an outline drawing been submitted	5	

**Table 2: Level 2 - Scoring**

### 3.2 Sample Evaluation

The samples shall be requested and submitted following the documentation evaluation exercise for those tenderers who passed the desktop documentation evaluation. Samples will be evaluated for conformance to the requirements.

Any new prospective suppliers who is accepted to supply on this tender, shall be required to issue free of charge a pre-determined amount of keys prior to any orders being placed by Procurement. The requisite amount of keys shall be determined by the Technical Support section of the Maintenance and Operations prior to possible tender award.

### 4. Authorization

This document has been seen and accepted by:

Name and surname	Designation
Deidre February	Manager: SI WCOU
Sandile Faltein	Manager: Technical Support / Chair: WCOU PNOG

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## **5. Revisions**

<b>Date</b>	<b>Rev.</b>	<b>Compiler</b>	<b>Remarks</b>
Mar 2020	1	B Olivier	New document.
Nov 2024	2	B Olivier	Content references updated Authorization updated 2.6 TEAP clause added

## **6. Development team**

The following people were involved in the development of this document:

- Barto Olivier Senior Technician, SI WCOU

## **7. Acknowledgements**

- Jason Blaauw Senior Engineer, SI ECOU