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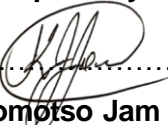
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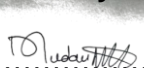
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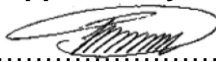
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## **1. INTRODUCTION**

This document provides an overview of Eskom technical evaluation criteria to be adopted by the Gauteng Cluster's Technical evaluation Team when evaluating the tender submissions for Substations, Office Facility Repairs and Maintenance contract.

## **2. SUPPORTING CLAUSES**

### **2.1 SCOPE**

The document covers the requirements for both the desktop and site technical evaluations (if required in specific cases). The desktop evaluation will assess elements such as skills, experience, vehicles, tools, and equipment requirements to determine compliance to the competency requirements for tenderers of the Substations, Office Facility Repairs and Maintenance contracts. In certain cases where a site evaluation is necessary, the evidence submitted in the tender for certificates, vehicles, tools and equipment and other objective documents / requirements will be assessed, and only original documentation is accepted for this verification exercise.

### **2.2 PURPOSE**

The aim of this document is to set out the minimum criteria to be used when evaluating contractors for Substations, Office Facility Repairs and Maintenance contract for Gauteng Cluster.

### **2.3 APPLICABILITY**

This document shall apply to Gauteng Cluster.

### **2.4 NORMATIVE / INFORMATIVE REFERENCES**

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

#### **2.4.1 Normative**

- [1] ISO 9001, Quality Management Systems.
- [2] Eskom Guideline 240: 70413681 (Portfolio of Evidence for Authorisation)
- [3] QM 58 – Supplier Contract Quality Requirements Specifications

#### **2.4.2 Informative**

- [4] 240-48929482 Tender Engineering Evaluation Procedure
- [5] 32-1033: Eskom Procurement and Supply Chain Management Policy
- [6] 32-1034: Eskom Procurement and Supply Management Procedure.

## **2.5 DEFINITIONS**

### **2.5.1 General**

<b>Definition</b>	<b>Description</b>
<b>Tender</b>	Refers to a written or virtual competitive offer, quotation, proposal, or expression of interest made by a supplier, in a prescribed form according to the enquiry, in response to an enquiry for the provision of assets, goods, works or services, and/or Investment Recoveries.

### **2.5.2 Disclosure Classification**

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

## **2.6 ABBREVIATIONS**

<b>Abbreviation</b>	<b>Description</b>
ISO	International Standard Organization
OU	Operating Unit
QM 58	Supplier Contract Quality Requirements Specification
M&O	Maintenance and Operations
DoL	Department of Labor
EAL	Eskom Academy of Learning
USB	Universal Serial Bus

## **2.7 ROLES AND RESPONSIBILITIES**

It is the responsibility of the relevant Eskom procurement practitioner to check with the Technical Support Department every time prior to approaching the market regarding the validity of this document.

Prospective contractors are to be professional and honest in the submission of evidence as per the requirements stipulated in this document.

All members within the Eskom technical evaluation team shall ensure that contractor ability is evaluated in accordance with this document.

### 3. REQUIREMENTS

Should the contractor fail to provide any mandatory tender returnable as stipulated in Table 1, the tender submission will be deemed non-responsive and disqualified.

All responsive tenders will be further evaluated by using the scoring framework and associated criteria as stipulated in Table 1 and 2. to determine if tenders meet the overall threshold based on the functionality criteria.

Eskom may request to conduct inspections at the company premise or Eskom selected premise during or following the evaluation process for purposes of verification.

#### 3.1 MANDATORY TENDER RETURNABLES

If any of the requested evidence stated below is not submitted and fully compliant, the tender application will be disqualified without requesting the contractor to submit outstanding documentation.

**Gauteng Cluster Technical Evaluation Criteria for Substations, Office Facility Repairs and Maintenance contract:**

**Table 1: Mandatory Requirements**

TASK / MEASURE	
Criteria	Acceptance: Yes/No
Submit a signed copy of the provided tools and equipment list in <b>Annexure B</b> used for Substations, Office Facility Repairs and Maintenance contract , indicating if the tools and equipment are owned or hired.	
Provide certified copies of training, and certified copies should not be more than 3 months old ( <b>refer to Annexure C</b> ) ( <i>all certificates must be for one person, Team Leader</i> )	
Provide validation letter for below legislative training certificates. <ul style="list-style-type: none"><li>• ORHVS level 2 HVO2</li><li>• Supervision of People in Hazardous Areas (ELW 001)</li></ul> Ensure that these trainings were acquired through Eskom accredited service providers. ( <b>refer to Annexure E</b> )	
Team leader to provide an affidavit confirming they work for the tendered company and must be certified by a Commissioner of Oaths.	
Provide valid company NHRBC certified certificate.	

### 4. Technical Evaluation

The technical returnable must be contained in a separate technical file labelled technical and indexed in a logical manner.

#### 4.1 EVALUATION OF FUNCTIONALITY THRESHOLD

**The minimum pass threshold is 85%**

**Table 2: Technical Evaluation Criteria**

**CONTROLLED DISCLOSURE**

**Eskom Gauteng Technical Evaluation Criteria for  
Substations, Office Facility Repairs and  
Maintenance**

Unique Identifier: **M&O-GAUTENG CLUSTER-  
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Item No.	Requirement	Returnable	Notes	WEIGHT 100%	ACTUAL SCORE	EVALUATION SCORING
1	Relevant Building Maintenance Experience	Company Profile	Relevant company profile submitted. Relevance refers to one or more of the following: Maintenance of buildings which includes civil works and Facilities	15%		5 years and above experience =15%
						4 years' experience = 12%
						3 years' experience =10%
						2 years' experience =6%
						1 year experience = 4%
						No experience = 0%
2	Proof of past contractual agreement/s	Certificate of completion or Task Order with contactable details from previous / current clients	Certificate of completion or Task orders received from your clients for completed work relevant to Scope of Work of this Tender	20%		1 x Certificate of completion/Task order completed = 4%
						2 x Certificate of completion/Task order completed = 8%
						3 x Certificate of completion/Task order completed = 12%
						4 x Certificate of completion/Task order completed = 16%
						5 x Certificate of completion/Task order completed = 20%
3	Project execution approach methodology	Company detailed project methodology principles applied for general maintenance and repairs on buildings and any civil works	Submit the project methodology principles that the company applies to execute works in relation to hazards identification and control measure check list templates utilised for prep work and disposal process followed for rubble and steel works removed from site	10%		Risks / Hazards Methodology = 3%
						Controls Measures procedures = 5%
						Various check list/templates for work prep & completion = 2%
4	Organisational Structure	Company Organogram	Key employees: Supervisor, Electrician, Builder, Painter, and Safety Officer	10%		Structure with all 5 Key employees = 10%
						Structure with 4 listed key employees = 8%
						Structure with 3 listed key employees = 6%
						Structure with 2 listed key employees = 4%
						Structure with 1 listed key employee = 2%
5	Pest Control Officer (PCO)Registration for Weeds	PCO registration can be for the same person who has Herbicide certificate or 2 different employees	Both certificates must not be expired as at the date of the tender closing and must be certified. Un-certified certificates will be scored "0".	15%		Pest Control Officer (PCO)Registration for Weeds = 7.5%
	Herbicides Certificate					Herbicides Certificate= 7.5%
SUB TOTAL WEIGHT				70%		

**CONTROLLED DISCLOSURE**

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No	Criteria (Minimum)	Returnable	Weighted Score	Weight	Actual Score	EVALUATION SCORING
1	Drilling machine	Tool list to indicate owned or hired. If hired a Bona fide letter should be attached	0.25%	<div>Maximum Weighting is 15%</div> <div>Individual owned tools will be weighted according to the allocated weighted scores</div> <div>And</div> <div>Individual hired tools will be half of the weighted score per item</div>		
2	Multi-meter		0.50%			
3	Phase Rotation Tester		0.50%			
4	Earth leakage Tester		0.50%			
5	Polarity tester		0.50%			
6	Crimping Tools 4PI MV		0.25%			
7	Crimping Tool LV		0.25%			
8	Barricading for live apparatus including signages		0.50%			
9	Fall arrest system		1.00%			
10	Rescue kit		1.00%			
11	Step Ladders (A frame)		0.50%			
12	Extension cord		0.25%			
13	Hammer 1800g		0.25%			
14	Bolt cutter		0.25%			
15	Suitable drills (petrol/power)		0.25%			
16	Gas welding set complete		0.50%			
17	Crowbar		0.25%			
18	Wheelbarrow		0.50%			
19	Shovel		0.25%			
20	Pick		0.25%			
21	Hand Compactors 8kg		1.00%			
22	Mechanical Compactors		1.00%			
23	Dumper		1.00%			
24	Concrete Mixer		1.00%			
25	Vibrators for concrete		0.50%			
25	Scaffolding		1.00%			
26	Steel formwork for foundations (shutters)		0.50%			
27	Compressor (with jackhammers)	0.50%				
TOTAL WEGHT				15%		

No	Criteria	Returnable	Weighted Score	Weight	Actual Score	EVALUATION SCORING
1	1 x LDV"S	Register of all vehicles with registration number. Certified copies of registration papers if owned. Agreement letter with reputable service provider if rented	7.5%	Full points for all owned vehicle		
2	1 x Staff transport vehicle e.g. (minibus or any 5 - seater or more)		7.5%	And Half points for all rented vehicle		
TOTAL WEGHT				15%		
GRAND TOTAL				100%		

**CONTROLLED DISCLOSURE**

5. AUTHORISATION

This document has been seen and accepted by:

Name & Surname	Designation
Mphathutshedzeni Mudau	Manager Technical Support Gauteng Cluster

6. REVISIONS

Date	Revision	Compiler	Remarks
Sep 2023	1	Kgomotso Jam Jam	New document

7. DEVELOPMENT TEAM

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

- Xolisa Gabela
- Mphathutshedzeni Mudau
- Kgomotso Jam Jam



8. ANNEXURE A: VEHICLE REGISTER

\_\_\_\_\_ (Company Name)

If “Owned”, provide the following required information:		A		B	C	D	E
Mandatory Vehicle	Owned or Hired (Y where appropriate)	Vehicle Registration Number as per Log Book/License Document		Name of Vehicle Owner as per License Document	Vehicle Owner’s Position in the Company (if vehicle is not in the Company’s name)	Is the Bakkie Double Cab? (Y/N)	Crane Load Lifting Capacity (in Tons)
	O	H					
Bakkie							
Staff transport vehicle							

**DECLARATION:** I hereby confirm that the vehicles list above is a true reflection of the vehicles owned or hired by my Company. I will also ensure that all vehicles will be enough to cater for multiple full teams.

Signed: \_\_\_\_\_(Company Rep)                      Date: \_\_\_\_\_

Rep Name: \_\_\_\_\_                      Tendering Company: \_\_\_\_\_

## 9. ANNEXURE B: TOOL AND EQUIPMENT LIST

Company Name: \_\_\_\_\_

No	Criteria	Tick Appropriate Box	
		OWNED	HIRED
1	Drilling machine		
2	Multi-meter		
3	Phase Rotation Tester		
4	Earth leakage		
5	Polarity tester		
6	Crimping Tools 4PI MV		
7	Crimping Tool LV		
8	Barricading for live apparatus		
9	Fall arrest system		
10	Rescue kit		
11	Step Ladders		
12	Extension cord		
13	Electricians' toolbox complete		
14	General builder toolbox complete		
15	Toolbox with general tools		
16	Hammer 1800g		
17	Bolt cutter		
18	Suitable drills (petrol/power)		
19	Gas welding set complete		

No	Criteria	Tick Appropriate Box	
		OWNED	HIRED
20	Crowbar		
21	Wheelbarrow		
22	Shovel		
23	Pick		
24	Hand Compactors 8kg		
25	Mechanical Compactors		
26	Dumper		
27	Concrete Mixer		
28	Vibrators for concrete		

I hereby confirm that the tools list above is a true reflection of the tools owned or hired by my Company.

I will also ensure that all tools will be enough to cater for multiple full teams and tools that require calibration will have valid calibration certificates before the execution of work.

Name: \_\_\_\_\_(Company Rep)

Signature: \_\_\_\_\_(Company Rep)

## 10. ANNEXURE C: PORTFOLIO OF EVIDENCE

Company Name: \_\_\_\_\_

Mandatory Requirements: Portfolio of Evidence			
		Valid	
No	Minimum Valid certificates required	Yes	No
1	First Aid Level 2		
2	Basic Fire fighting		
3	Supervision of People in Hazardous Areas (ELW 001)		
4	Risk Assessment & Pre-Task Planning PRE 002 (HIRA)		
5	ORHVS Level 2 HVO 2		
6	Environmental awareness		
7	Construction Regulation		
8	Electrical Trade Test		
9	OHS Act Overview		
10	Working at Heights and Rescue (FAS)		
Company name:		Name of employee:	Title:
Signature:		Date:	

## 11. ANNEXURE D: COMPANY DECLARATION

Company/Tenderer Name: \_\_\_\_\_

Enquiry number: \_\_\_\_\_

I, .....Hereby declare that all information provided in **Table 1** of technical evaluation criteria **M&O-GAUTENG CLUSTER-2023/09/14** is accurate, truthful, and correct. And that I am Aware that Eskom reserves a right to request validation of all information submitted for the purpose of a tender enquiry. Furthermore, Eskom has a right to take legal action or disqualify a tenderer, should that tenderer be found to have misrepresented themselves whether willfully or unwilfully.

Signature of Company Rep: \_\_\_\_\_ ID No: \_\_\_\_\_

Sworn to/affirmed before me at \_\_\_\_\_ on this the \_\_\_\_\_ day of \_\_\_\_\_  
\_\_\_\_\_(Month & Year).

Commissioner of Oaths/Justice of Peace:

..... (Commissioner's stamp, with signature and date not older than three months from the date of tender closure).