

# Clarification Questions Template

**BID NO.:** WCPK1069AR

**BID DESCRIPTION:** The Provision of Labour at Peaking Generation

No.	Document e.g Invitation/Nec/Qulaity	Section	Page	Requirement	Clarification Questions	Response / Comments
1.	General				What is the current staff complement or expected numbers at any given time?	Current staff compliment at Peaking is 557. See table 1 below for Min and Max numbers in a month. Please note these are estimates and is only a guidance.
2.	General				Is there a current contractor, and if so, will the incumbent be expected to take over the existing staff?	Yes, there is currently a service provider. The new contract however has additional resource requirements. No expectations from Eskom's side to take over resources from current contract.
3.	MANDATORY TECHNICAL EVALUATION CRITERIA	1.3.1	1		Please advise what kind of training you refer to/required	We want to see if you have a training department that deals with the assessment of technical skills and competencies of workers in your employment.
4.	MANDATORY TECHNICAL EVALUATION CRITERIA	1.4.1	1		Will an organogram suffice?	Yes, an organogram will suffice, Please note that we are looking separately at Management structures, Safety structures, Training structures and financial department structures.
5.	MANDATORY TECHNICAL EVALUATION CRITERIA	2.1.1	1		Do you require CV's or a list of names or can we submit a database showing the available skills set. As the list of required skills is big, this will be a huge file on its own	List of names with at least one CV per skill to determine the quality of staff in your employment and whether minimum requirements are met.
6.	SQM Attachment 5 - 240-12248652 List of Tender Returnables	Quality			Please explain the above and your requirements. Weighting is different for Options A & B	Weighting is insignificant, all items listed on Section A ;B;C;D and E are all compulsory. Supplier have 2 option on Section A to submit either Option 1 (Certified to latest ISO 9001 Standard) or Option 2 (objective evidence for compliance to latest ISO 9001 standard. Form A under Section E is to be completed and signed o Section A and E

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7.	QM58	Quality			Should we sign and return	QM 58 is only for supplier's reference into Quality requirements for suppliers, no need to send document back to Eskom.
8.	QCP				QCP or ITP are templates, should we return them?	Complete CQP (based on the NEC); ITP/QCP (Based on a simulated or real task order, templates according to the scope of work and provided NEC scope of work
9.	Annexure C				How do we fill in Annexure C	Suppliers need to declare their interests as well as if there are any relationships with senior members of Eskom. If there are any senior members, their details to be inputted in the table provided.  Should the supplier be employed by Eskom, this must be declared.  The questionnaire is self-explanatory and straight forward yes and no answers.  If the supplier is a Joint venture, that portion is required to be filled in, if it is not a JV it will be Not Applicable.
10.	Local Content Declaration	Annex C	1		How do we fill in Annexure C	Suppliers to declare Local content for PPE, it must be filled in whether PPE is imported by the supplier or purchased locally, this is not Annexure C however, please verify
11.	Invitation to Tender	1	16	Quality Documentation for functional evaluation	My question is whether we are supposed to just acknowledge the attached documents OR are we expected to provide details? If it is the latter, should the services for which the ITP is relevant refers to the provision of LABOUR or EXECUTION of tasks by such labour (which will be very difficult to do from supplied data).	Section C- CQP can be completed using the provided template.  Section D, QCP/ITP can be completed to reflect activities performed by Tendered of providing the requested skills starting with sourcing; advertising; shortlisting; interviewing and recommending for appointment including the internal controls for verifying qualifications and provided information.

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12.	NEC	C2.2	3	The price list Part 2	<p>Under Notes, this price list is used in assessing compensation events e.g, work outside normal working hours. However, in C1.1 page 2, you mention that overtime rates apply as per the LRA.</p> <p>Please advise what rates you require in C2.2.</p>	<p>The rates in C1.1 and C2.2 are the same rates. This is the normal hourly rate. LRA and how Eskom applies is:</p> <p>Normal Overtime at 1.5 for first 15 hours per week (Monday to Saturday) there after 1.75</p> <p>Public holidays at 1.7 unless it falls on a Sunday then at 2.0.</p> <p>Sunday at 2.0</p>																				
13.	Site information				<p>Please advise at which sites accommodation, ablution and shower facilities, canteen and portable water and electricity will be required.</p> <p>a. We need to understand the dimensions of the office space, ablutions and possible the equipment storage facility</p> <p>b. The number of facilities per site as we do not have the total staff complement per site.</p>	<p>a) See section 7 - Working on the Affected Property on the NEC contract and appendix A below for more details. Ample space will be available to put up temporary offices if need be. Drakensberg and Ingula have space constraints as the operations are underground.</p> <p>b) See section 7 - Working on the Affected Property on the NEC contract and appendix A below for more details. Total compliment for Peaking is 557. Site compliment as below:</p> <table><tr><td>ACACIA</td><td>8</td></tr><tr><td>ANKERLIG 1</td><td>49</td></tr><tr><td>ANKERLIG 2</td><td>23</td></tr><tr><td>DRAKENSBER</td><td>79</td></tr><tr><td>GARIEP</td><td>13</td></tr><tr><td>GOURIKWA</td><td>46</td></tr><tr><td>INGULA</td><td>85</td></tr><tr><td>PALMIET</td><td>42</td></tr><tr><td>PORT REX</td><td>6</td></tr><tr><td>VANDERKLOOF</td><td>11</td></tr></table>	ACACIA	8	ANKERLIG 1	49	ANKERLIG 2	23	DRAKENSBER	79	GARIEP	13	GOURIKWA	46	INGULA	85	PALMIET	42	PORT REX	6	VANDERKLOOF	11
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14.	Training/NEC				Reference to the training and competence structure required – what detail is required?	We would like to see a structure / organogram with names, roles and responsibilities within the training structure.
15.	NEC				<p>Skills screening process – what is the expectation from Eskom in respect of testing and screening for specific skills;</p> <p>a. Will a testing center required and what documents will be required to confirm competency requirements</p> <p>b. What is the lead time to supply suitable tested Artisans</p>	<p>a) That is totally up to the contractor how the screening of skills and competencies are done. We need the assurance that the resources allocated to a project has the necessary skills and competencies to perform the task we require to be done. In past we requested skilled labourers for maintenance and when they get to site they never saw or worked with tools then we had to give coaching before they could start with work. This is to prevent similar situations. When someone is sent to site and does not have the necessary skills, we would require proof how this person was vetted and found competent.</p> <p>b) Period for reply is two days. Planned outages dates are known and enough time will be given to plan. Sometimes breakdowns do occur which require the resources on short notice then the 2 day response will be required. This would be in exceptional cases.</p>
16.	NEC				What are the expectations with regards to the sedan class to enable WS to quote accordingly	Eskom require that their vehicles are fitted with ABS and airbags as a minimum. This is also the requirement for vehicle rentals. Sedan or mini-bus.
17.	Quality				Quality Control Plan / Inspection and Test Plan (QCP/ITP), is this required and the responsibility of the TES supplier, as this is usually completed by sub-contractors quoting on job specifics	QCP can be completed to reflect activities performed by Tendered of providing the requested skills starting with sourcing; advertising; shortlisting; interviewing and recommending for appointment including the internal controls for verifying qualifications and provided information.

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18.					Accommodation - will it be communal type of accommodation or accommodation will be required for Senior management team	Eskom do not provide accommodation. There is private accommodation available in the vicinity of the power stations that can be booked. Accommodation is for all resources that will be deployed to site. When permanent accommodation is in the vicinity of the power station no accommodation should be booked.
19.					Should Workforce Staffing comply to the Metal & Engineering Bargaining Council.	Not an Eskom requirement. We just want confirmation that the company comply with the LRA either by affidavit or company HR policy.
20.	Technical				It would help us as an organisation to understand the number of employees per category or the total headcount that will be required for the project for costing purposes.	Refer below
21.	Technical				Are there any TES service providers on site at the moment, if yes should we be successful in our bid will it be a section 197 transfer.	We do have a current contract in place. Transfer can be discussed with the current contractor after new contractor is appointed.
22.	ITT				Will it one or multiple service providers appointed for the project.	The enquiry will be for the whole of the service. The outcome of the enquiry will result in a single contract to a single supplier <b>OR</b> The enquiry will be for part of the service. The outcome of the enquiry may result in Multiple contracts to Multiple suppliers.
23.	Safety				In terms of the onboarding requirements: a. Is it a full medical or baseline medicals	

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					b. Security screening: SAPS clearance or the normal criminal check verification	
24.	Technical				Will there be training required / renewals: a. Work at heights b. Confined Entry Space Training c. Fire Fighting	a) Yes b) Yes c) Basic fire extinguisher training
25.	Technical				Access Control cards, does it come at a cost or granted when employees have successfully completed their inductions	Each site will deal with this differently. No cost for initial card. Costs could apply when replacement card is required.
26.	SDL&I				The standard PPE requirements specifications	240-44175132 PPE Requirements

END

Table 1

Resource	Max	Min
<b>Admin Clerk Total</b>	7	1
<b>Artisan – Boilermaker Total</b>	5	0
<b>Artisan – Coded Welder Total</b>	5	0
<b>Artisan – Control and Instrumentation Total</b>	13	0
<b>Artisan – Electrician Total</b>	19	2
<b>Artisan – Fitter &amp; Turner Total</b>	39	5
<b>Artisan – Machinist Total</b>	6	0
<b>Artisan - Painter Total</b>	4	0

<b>Artisan - Plumber Total</b>	3	0
<b>Artisan – Rigger Total</b>	10	1
<b>Artisan - Tiler Total</b>	3	0
<b>Artisan Carpenter Total</b>	3	0
<b>Assistant - Rigger Total</b>	9	1
<b>Buyer Junior Total</b>	5	0
<b>Contracts manager Total</b>	3	0
<b>Engineer C&amp;I, Elec, Mech, C&amp;I, Total</b>	4	0
<b>General Worker / Unskilled Total</b>	16	2
<b>Master Installation Electrician Total</b>	3	0
<b>Outage/Project Coordinator Total</b>	4	0
<b>Planners Total</b>	0	0
<b>Plant labeller Total</b>	0	0
<b>Project Manager Total</b>	8	0
<b>Quantity Surveyor Total</b>	7	0
<b>Safety Officer Total</b>	5	0
<b>Semi-Skilled Labour (Driver) Total</b>	2	0
<b>Semi-Skilled Labour (Electrical &amp; Mechanical) Total</b>	55	6
<b>Snr Planners Total</b>	2	0
<b>Snr Technician – Control &amp; Instrumentation Total</b>	4	0
<b>Snr Technician - Electrical Total</b>	2	0
<b>Snr Technician – Mechanical Total</b>	2	0
<b>Technician – Civil Total</b>	5	0
<b>Technician – Control &amp; Instrumentation Total</b>	20	0
<b>Technician – Electrical Total</b>	8	0
<b>Technician – Mechanical Total</b>	10	0
<b>Grand Total</b>	218	33

## 1. Appendix A

### 1.1 Health and safety facilities on the Affected Property

All *Contractor* employees and intended sub-*Contractors* must attend a compulsory induction meeting at the start of the Contract period.

The required Health & Safety files, complete with all the requirements thereto, must be submitted, completed, and approved by the local safety officer for each site before the start of the contract period (refer Section 3).

The *Contractor* will be responsible for the safety and security of his personnel, materials on site and the works.

#### 1.1.1 Acacia Power Station

**Induction requirements:** Appointment to be made with the Safety officer

**Security requirements:** No unauthorised entry - Contact Eskom employee to grant access.

**Working Times:** Mon to Thurs 07:30 – 16:45, Fri 07:30 – 12:30

**Canteen Facilities:** None

**First Aid facilities:** *Contractor* to provide their own first aider and first aid box unless agreed upon with site. Site has no Occupational Nurse

**Ablution facilities:** *Contractor* to provide their own unless agreed upon with site

**Telephone facilities:** *Contractor* to provide their own

#### 1.1.2 Ankerlig Power Station

**Induction requirements:** Appointment to be made with the Safety officer

**Security requirements:** Submit ID copies to Officer security

**Working Times:** Mon to Thurs 07:30 – 16:45, Fri 07:30 – 12:30

**Canteen Facilities:** Not available on site

**First Aid facilities:** Contractor to provide their own first aider and first aid box unless agreed upon with site. Site has no Occupational Nurse

**Ablution facilities:** Contractor to provide their own unless agreed upon with site

**Telephone facilities:** Contractor to provide their own

### 1.1.3 Drakensberg Power Station

**Induction requirements:** Appointment to be made with the Safety officer

**Security requirements:** Identity document or passport to be submitted to the *Service Manager* who will forward it to site Protective Security Services Manager for Security Clearance. This should be done prior to requesting SHE Induction.

**Working Times:** Mondays to Thursdays 07H00 to 16H15, Fridays 07H00 to 12H00

**Canteen Facilities:** Not available on site. Everyone is responsible for their own lunch. However, we have kitchen facilities which has microwave.

**First Aid facilities:** The *Contractor* adhere to General Safety Regulations 3(4). The *Contractor* provides their own first aider and first aid box.

**Ablution facilities:** Will be explained during site SHE induction

**Telephone facilities:** Will be explained during site SHE induction

### 1.1.4 Durbanville offices

**Induction requirements:** Required before work commences

**Security requirements:** No unauthorised entry - Contact Eskom employee to grant access.

**Working Times:** 7h00- 17h00

**Canteen Facilities:** None

**First Aid facilities:** Available

**Ablution facilities:** Available

**Telephone facilities:** Available

**Other:** No mask no entry, no firearms and or weapons allowed

### 1.1.5 Gariep Power Station

**Induction requirements:** OHS induction will be done once the OHS file has been accepted and audited for approval , the Eskom Contract Custodian will make arrangements with OHS Department for the date and time for Site SHE induction. Eskom will keep record and list of all contactors who attended the induction for the day . Eskom contract custodian will be required to ensure all its employees attend the Eskom induction program . No contractor will be allowed to participate in any Eskom Plant activities with no induction . All contractors are required to submit proof of medical certificate and it must valid medical certificates upon induction process and throughout the evaluation of SHE files

**Security requirements:** The *Contractor* advise employees and sub-contractors to give site Protection Services full corporation upon entry to the station. Identity documents or passports to be submitted to the *Services Manager* who will forward it to site Protective Security Manager for Security Clearance. This should be done prior to requesting SHE Induction. Eskom protection services reserve the right to deny any person access to the station who fails to corporate with protection services officers.

**Working Times:** The Site working time are as follow:

Monday to Thursday 07:00-16:15 on

1<sup>st</sup> Teatime: 10:00-10:15

Lunch: 12:00-12:30

2<sup>nd</sup> Teatime: 15:00-15:15

Friday 07:00 to 12:00

Overtime must be discussed and agreed with your Eskom Contract Custodian

**Canteen Facilities:** Canteen is not available on site. *Contractor* is responsible for their own lunch; however, we have kitchen facilities which has fridge, microwave, chairs, and tables.

**First Aid facilities:** *Contractor* to adhere to General Safety Regulations 3(4) i.e., contractors shall have one first aid box for the first 5 persons and thereafter one for every 50 or team of workers on site or part thereof. More first aid boxes shall be provided if the risks, distance between work teams or workplace requirements require it (it should be available and accessible for the treatment of injured persons at that workplace). A prominent notice or sign in a conspicuous place at a workplace (SABS 1186 approved signs to indicate location of first aid boxes), indicating where the first aid box or boxes are kept as well as the name and contact details of the First Aider of such first aid box or boxes.

**Ablution facilities:** Eskom will make provision of station based toilets and further provide mobile toilets as when required / or depending on the size of the project.

**Telephone facilities:** Subject to be explained during site SHE induction

### 1.1.6 Gourikwa Power Station

Induction requirements: To be arranged with site a week before coming to site

Security requirements: End user to notify George Jordaan and they must have I.D Copies

Working Times: 07h30-16h45

Canteen Facilities: Yes, site will provide the facilities

First Aid facilities: Contractor they must have their own first aid box

Ablution facilities: Yes, site will provide the facilities

Telephone facilities: N/A

Other:

### 1.1.7 Ingula Power Station

**Induction requirements:** OHS induction will be done once the OHS file has been accepted, the Eskom Contract Custodian will make arrangements with OHS Department for the date and time for Site SHE induction.

**Security requirements:** Identity document or passport to be submitted to your Eskom Contract Custodian who will forward it to site Protective Security Services Manager for Security Clearance. This should be done prior to requesting SHE Induction.

**Working Times:** The Site working time are as follow: Monday to Thursday 07:00-16:15 on

1<sup>st</sup> Teatime: 10:00-10:15

Lunch: 12:00-12:30

2<sup>nd</sup> Teatime: 15:00-15:15

Friday 07:00 to 12:00

Overtime must be discussed and agreed with your Eskom Contract Custodian

**Canteen Facilities:** No Canteen is available on site. Everyone is responsible for their own lunch; however, we have kitchen facilities which has fridge and microwave

**First Aid facilities:** Contractor/supplier to adhere to General Safety Regulations 3(4)

**Ablution facilities:** Will be explained during site SHE induction

**Telephone facilities:** Will be explained during site SHE induction

**Other:** Contractor or Supplier will be provided with Clients Baseline Risk Assessment and OHS Specification which he/she will use to develop the OHS file that will be submitted to site for evaluation prior to granted access to site.

#### 1.1.8 Palmiet Power Station

**Induction requirements:** OHS induction will be done once the OHS file has been accepted and audited for approval , the Eskom Contract Custodian will make arrangements with OHS Department for the date and time for Site SHE induction. Eskom will keep record and list of all contactors who attended the induction for the day . Eskom contract custodian will be required to ensure all its employees attend the Eskom induction program . No contractor will be allowed to participate in any Eskom Plant activities with no induction . All contractors are required to submit proof of medical certificate and it must valid medical certificates upon induction process and throughout the evaluation of SHE files

**Security requirements:** The *Contractor* advise employees and sub-contractors to give site Protection Services full corporation upon entry to the station. Identity documents or passports to be submitted to the *Services Manager* who will forward it to site Protective Security Manager for Security Clearance. This should be done prior to requesting SHE Induction. Eskom protection services reserve the right to deny any person access to the station who fails to corporate with protection services officers.

**Working Times:** The Site working time are as follow:

Monday to Thursday 07:00-16:15 on

1<sup>st</sup> Teatime: 10:00-10:15

Lunch: 12:00-12:30

2<sup>nd</sup> Teatime: 15:00-15:15

Friday 07:00 to 12:00

Overtime must be discussed and agreed with your Eskom Contract Custodian

**Canteen Facilities:** Canteen is not available on site. *Contractor* is responsible for their own lunch; however, we have kitchen facilities which has fridge, microwave, chairs, and tables.

**First Aid facilities:** *Contractor* to adhere to General Safety Regulations 3(4) i.e., contractors shall have one first aid box for the first 5 persons and thereafter one for every 50 or team of workers on site or part thereof. More first aid boxes shall be provided if the risks, distance between work teams or workplace requirements require it (it should be available and accessible for the treatment of injured persons at that workplace). A prominent notice or sign in a conspicuous place at a workplace (SABS 1186 approved signs to indicate location of first aid boxes), indicating where the first aid box or boxes are kept as well as the name and contact details of the First Aider of such first aid box or boxes.

**Ablution facilities:** Eskom will make provision of station based toilets and further provide mobile toilets as when required/ or depending on the size of the project.

**Telephone facilities:** Subject to be explained during site SHE induction

#### 1.1.9 Port Rex Power Station

**Induction requirements:** Appointment to be made with the Safety officer

**Security requirements:** No unauthorised entry - Contact Eskom employee to grant access.

**Working Times:** Mon to Thurs 07:30 – 16:45, Fri 07:30 – 12:30

**Canteen Facilities:** None

**First Aid facilities:** *Contractor* to provide their own first aider and first aid box unless agreed upon with site. Site has no Occupational Nurse

**Ablution facilities:** *Contractor* to provide their own unless agreed upon with site

**Telephone facilities:** *Contractor* to provide their own

#### 1.1.10 Sere Wind Farm

**Induction requirements:** OHS induction will be done once the OHS file has been accepted and audited for approval, the Eskom Contract Custodian will make arrangements with O&M Department for the date and time for Site SHE induction. Eskom will keep record and list of all contactors who attended the induction for the day. Eskom contract custodian will be required to ensure all its employees attend the Eskom induction program. No contractor will be allowed to participate in any Eskom Plant activities with no induction. All contractors are required to submit proof of medical certificate and it must valid medical certificates upon induction process and throughout the evaluation of SHE files

**Security requirements:** End user to notify the Security Supervisor and the Contractor must have I.D Copies

**Working Times:**

Monday to Thursday 07:00-16:15

Friday 07:00 to 12:00

Overtime must be discussed and agreed with your Eskom Contract Custodian

**Canteen Facilities:** No Canteen is available on site. Everyone is responsible for their own lunch. Kitchen facilities with fridges and microwaves are available.

**First Aid facilities:** *Contractor* to adhere to General Safety Regulations 3(4) i.e., contractors shall have one first aid box for the first 5 persons and thereafter one for every 50 or team of workers on site or part thereof. More first aid boxes shall be provided if the risks, distance between work teams or workplace requirements require it (it should be available and accessible for the treatment of injured persons at that workplace). A prominent notice or sign in a conspicuous place at a workplace (SABS 1186 approved signs to indicate location of first aid boxes), indicating where the first aid box or boxes are kept as well as the name and contact details of the First Aider of such first aid box or boxes.

**Ablution facilities:** Will be explained during site SHE induction

**Telephone facilities:** Will be explained during site SHE induction

#### 1.1.11 Vanderkloof Power Station

**Induction requirements:** OHS induction will be done once the OHS file has been accepted and audited for approval , the Eskom Contract Custodian will make arrangements with OHS Department for the date and time for Site SHE induction. Eskom will keep record and list of all contractors who attended the induction for the day . Eskom contract custodian will be required to ensure all its employees attend the Eskom induction program . No contractor will be allowed to participate in any Eskom Plant activities with no induction . All contractors are required to submit proof of medical certificate and it must valid medical certificates upon induction process and throughout the evaluation of SHE files

**Security requirements:** The *Contractor* advise employees and sub-contractors to give site Protection Services full corporation upon entry to the station. Identity documents or passports to be submitted to the *Services Manager* who will forward it to site Protective Security Manager for Security Clearance. This should be done prior to requesting SHE Induction. Eskom protection services reserve the right to deny any person access to the station who fails to corporate with protection services officers.

**Working Times:** The Site working time are as follow:

Monday to Thursday 07:00-16:15 on

1<sup>st</sup> Teatime: 10:00-10:15

Lunch: 12:00-12:30

2<sup>nd</sup> Teatime: 15:00-15:15

Friday 07:00 to 12:00

Overtime must be discussed and agreed with your Eskom Contract Custodian

**Canteen Facilities:** Canteen is not available on site. *Contractor* is responsible for their own lunch; however, we have kitchen facilities which has fridge, microwave, chairs, and tables.

**First Aid facilities:** *Contractor* to adhere to General Safety Regulations 3(4) i.e., contractors shall have one first aid box for the first 5 persons and thereafter one for every 50 or team of workers on site or part thereof. More first aid boxes shall be provided if the risks, distance between work teams or workplace requirements require it (it should be available and accessible for the treatment of injured persons at that workplace). A prominent notice or sign in a conspicuous place at a workplace (SABS 1186 approved signs to indicate location of first aid boxes), indicating where the first aid box or boxes are kept as well as the name and contact details of the First Aider of such first aid box or boxes.

**Ablution facilities:** Eskom will make provision of station based toilets and further provide mobile toilets as when required/ or depending on the size of the project.

**Telephone facilities:** Subject to be explained during site SHE induction