

	Clarification Meeting Minutes Meter moves and Meter audits EX1971DXMP	Template Identifier	240-54076329	Rev	8
		Effective Date	September 2022		
		Next review date	September 2025		
		Generation Division			

Meeting Name: The panel appointment of contractors for meter audits, collection of field data, testing and meter upgrades, change outs and Prepaid Power User (PPU & SPU) Meter Moves, change outs and upgrades for various zones within the Limlanga Cluster (Limpopo & Mpumalanga) on an “as and when” required basis over a period of three (03) years.

Date:	Time:	Venue:	Meeting No.:
21 October 2024	13h00 -15h30	Microsoft Teams	01/2025

Item	Opening and welcome and introduction
1.	Mpho opened the meeting and welcomed the attendees and informed the Tenderers that the meeting is for The panel appointment of contractors for meter audits, collection of field data, testing and meter upgrades, change outs and Prepaid Power User (PPU & SPU) Meter Moves, change outs and upgrades for various zones within the Limlanga Cluster (Limpopo & Mpumalanga) on an “as and when” required basis over a period of three (03) years. The purpose of the meeting is clarification and to make sure that when you tender, you know exactly what it is and what is expected from you from the organization. By so doing, we are going to afford you an opportunity to raise your hands. Ask for clarity where there are certain things which are not clear over. You will also be afforded the opportunity to bring your written submission asking for clarity, especially on those points whereby according to you, it is not clear.
2.	Safety Rules Safety was discussed.
3.	Verification of minutes of previous meeting/s

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	None.
4.	Action items from previous minutes
4.1	None.
5.	Discussion:
	Mpho presented the Commercial requirements as follows:
5.1	COMMERCIAL
Commercial Presentation:	
Contacts & Important dates are as follows:	
Tender number/ RFP number	E1971DXMP
Issue date	14 October 2025
Closing date and time	05 November 2025 at 10h00 a.m. South African Standard Time (SAST)
Tender validity period	120 days from the closing date
Clarification meeting (non – compulsory)	21 October 2025 at 10H00 a.m. through Microsoft Teams
Tenders are to be delivered to the following address on the stipulated closing date and time:	Tenders are to be submitted electronically via Eskom E-tendering site by the stipulated closing date and time. No late tenders will be accepted
Deadline for clarifications	30 October 2025

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Eskom representative	Mpho Mokale Mokalemr@eskom.co.za
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Step 1 - Tender submission

For Electronic Tender Submissions

The tenderer must upload the tender via Eskom Tender bulletin site on the Eskom E- tendering page. The documents need to be upload under the folder Technical, Commercial, Financial, and other.

All documents need to be submitted in a PDF format (The upload size per document is 500 megabytes and total submission is restricted to 4 gigabytes). The price list needs to be submitted in PDF and a copy in excel format. (Both PDF and excel format , this must be included)

No Zip/condense files can be uploaded

No hard copy will be accepted

If for some reason you resubmit your tender, then the latest version of the tender submitted will only be accepted and all previous submission/s will be null and void.

Please ensure that the submission status is indicated as complete.

Supplier Help Manual guide and video can be found on Eskom E-Tendering page

The tender/proposal shall be submitted as follows at tender submission deadline.:

The tender must be clearly divided into the following sections:

- Commercial (As per Commercial Tender Returnable)
- Technical (As per Technical Tender Returnable)

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- Finance (As per Finance Tender Returnable)
- SD & L (As per SD & L Tender Returnable)
- SHE (As per SHE Tender Returnable)
- Quality (As per Quality Tender Returnable)

❖ **Tender returnable**

Reference	Returnable From Suppliers	Returnable required at Tender closing (disqualifiable)*	Returnable required at Tender closing. (Non- disqualifiable) **	Returnable required prior to Contract Award.
Basic Compliance	Electronic copy of the tender in a PDF format. The price list needs to be submitted in PDF and a copy in excel format (The upload size per document is 500 megabytes and total submission is restricted to 4 gigabytes)	√		

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Annexure A	Authorisation Form	√		
Annexure B	Acknowledgement Form		√	
Annexure C	Tenderers Particulars		√	
Annexure D	Integrity Pact Declaration form		√	
Annexure E	CPA for local goods/services (if applicable)	√		
Annexure F	CPA(IG) for imported goods/services (if applicable)	N/A		
Annexure G1-G4	SBD 6.2 -Declaration certificate for local production and content and Annexures G2,G3,G4 [only applicable where designated materials are included]	N/A		
Annexure H (applicable for all suppliers including Foreign suppliers)	SBD 1- to be completed and submitted by all tenderers.			√
# Annexure I	SBD 6.1- Preference Points Claim Form in terms of PPPFA 2022 regulations		√	
Annexure J	SBD 4 – Bidders Disclosure		√	

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	Reverse e-auction training acknowledgement form (if applicable)		N/A		
	E-tendering Help Manual acknowledgement form (if applicable)			√	
	Additional Documents required in the event of JV: -	Letter of intent to form a JV/consortium or Valid joint venture agreement confirming the rights and obligations of each of the joint venture partners and their profit-sharing ratios.		√	
		Separate written confirmation that the joint venture will operate as a single business entity (incorporated) for the duration of the contract or this may be included as an obligation within the JV agreement.		√	
		Details and confirmation of a single designated bank account in the name of the JV and independent of the individual JV partners, as set out in the joint venture agreement.			√
	# Specific Goals	A tenderer's failure to submit proof that it meets the specific goals will not result in its disqualification. The tenderer will, however, be scored zero for Specific Goals for purposes of PPPFA scoring and ranking.		√	

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	Tax Clearance Certificates	A certified copy of a tax clearance certificate is required from foreign tenderers (with a footprint in South Africa but that are not registered on CSD and have not provided a SARS pin number) and local tenderers (that have not provided their SARS e-filing PIN number for verification by Eskom and/or their CSD profile / CSD number). Foreign suppliers with no footprint in South Africa must complete the SBD1 document; however, no proof of tax compliance is required.				
	Tax Evaluation Questionnaire (if services contract and was included as annexure)	Evaluation questionnaire to determine whether a company, close corporation (CC) or Trust is a personal service provider for purposes of PAYE			√	
	Compliance with Employment Equity Act	To the extent that the tenderer falls within the definition of a “designated Employer” as contemplated in the Employment Equity Act 55 of 1998, the tenderer is required to furnish the Employer with proof of compliance with the Employment Equity Act, including proof of submission of the Employment Equity report to the Department of Labour. (South African tenderers only)			√	
	CIDB (where applicable)	Valid proof of the required CIDB grading designation for the main contractor; JV and /or sub-contractor as may be required in the tender data at tender closing	N/A			

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		deadline or within 21 working days from the closing date of submission of tenders if this is agreed with the Employer				
	NEC or other Contract	NEC or other Contract, completed in full.	√			
	Pricing schedule	Completed pricing schedule (if not already submitted in the NEC or other Contract). For e-tendering price schedule needs to be submitted in <i>PDF</i> and a copy in <i>excel format</i> . The upload size per document is 500 megabytes and total submission is restricted to 4 gigabytes. (Both PDF and excel format must be submitted)	√			
	Additional documents required (ECSA/ SACPCMP/CVs/ permits/licenses/ specific registration documents (if applicable to scope of work))		√			

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		MANDATORY CONTRACTUAL REQUIREMENTS SUPPORTING EVIDENCE			
Mandatory Contractual Requirement	- Proof of valid and current CSD Registration (CSD number/CSD Report) - Any other as may be stipulated.			√	
		ADDITIONAL CONTRACTUAL REQUIREMENTS SUPPORTING EVIDENCE			
Safety	Refer to Attached Safety requirements.			√	
Quality	Refer to Attached Quality requirements.			√	
Other safety/quality documents as required per scope of works	Refer to Attached Safety and Quality requirements.			√	
Environmental	Refer to Attached Environmental requirements.			√	
Due Diligence/financial analysis	Audited Financial Statements of the tenderer for the previous 18 months, or to the extent that such statements are not available, for the last year. In the case of a joint venture or special purpose vehicle (SPV) specially formed for this tender, audited financial statements for each participant in the JV / SPV must be submitted. Start-up enterprises formed within the last 12 months are not required to submit audited financial	Not Applicable			

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	statements, but if successful in this Invitation to Tender ; will be required to furnish statements for the first year once available.			
	DOCUMENTS REQUIRED UNDER FUNCTIONALITY/TECHINICAL CRITERIA			
Functionality/Technical <i>[required for evaluation scoring]</i>	Refer to attached Functionality/Technical Requirements	√		

- Failure to submit documents listed as mandatory for evaluation will result in disqualification.
- Kindly re-visit the websites regularly to confirm if there are any changes made in the Enquiry Documents.
- All clarification questions must be made in writing and will be co –ordinated only through Commercial.
- Kindly submit documents that are mandatory for contract award at Tender stage, if possible, even though you will not be disqualified if you do not submit.

Contracts Management:

The NEC type of contract that we'll be used, being the term services contract.

The tenderer should first start by reading the scope of work. It will make much more sense and assist with completing the NEC. It will be easier to understand the pricing list or the pricing data.

The contract is rates-based contract. On the BOQ there are no quantities that are entered into, so obviously if you don't have quantities you won't be able to get to your tendered amount. It's a price list in a sense that you would just provide the price for the items, but you won't be able to have the total amount.

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X1 price adjustment for inflation will apply.

NEC document is part of the compulsory submissions, so please make sure that it is filled in properly.

NUMBER	QUESTION	RESPONSE
1.	Morganambal Mannaru 1:41:37 Is that per one unit or is the is number or what is it saying in that unit column?	A rate for one applies. M refers to the meters, NO refers to the number of item then EA refers to each.
2.	Junior 1:44:11 On our side of the invitation to tender, we do have CPA on page 37 if I'm not mistaken. So on that one, do we just write the same thing that is written on the NEC?	You have an opportunity to propose your own. The one on the NEC is Eskom's proposal. However, during negotiations we would need to standardize and have one CPA application across the entire panel.

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3.	PS and GS, the site establishment, we have cost plus 5%. Could you explain? Oh, we just write the sum of everything. We don't have to consider that cost plus 5% because I'm not sure.	The cost plus 5%, it means on the cost that you have submitted there will be a 5% that will be allowed for on those pieces.
4.	With regards to the BOQ being sent in Excel, will there be a need here?	Fill in this NEC document and you made sure that you fill in each and every rate and then that will be sufficient.
5.	Sorry, earlier on somebody asked what the number of contractors would be on this panel because there is an existing contract already. It says 30 there, but is that going to be another 30 people or 30 contractors?	This is a new contract. This is not in addition to the current contracts.

5.2	TECHNICAL Lumka presented technical requirements as follows
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Technical Presentation:

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The evaluation will be conducted in three stages i.e. Stage 1: Mandatory requirements, Stage 2: Functionality requirements and Stage 3: Site Assessments.

Functionality will be evaluated on a total weight of 100% with a minimum threshold of 90%. Tenderers need to achieve at least the minimum of the weighted score as per the table below for each function to qualify for further evaluation.

Evaluation Criteria on Functionality

Tenderers will be expected to score **90%** to proceed to the next phase.

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Mandatory Requirements

There will be no scoring linked to these requirements, the evaluator shall indicate with a Yes / No whether the requirement is met or not. Once the mandatory requirements are satisfied through an evaluation conducted by the evaluator, the technical evaluation for functionality evidence will proceed.

No.	Criteria	Evidence Required	Minimum Requirement
1	Letter of Registration as Electrical Contractor (Department of Labour-DoL) with an Installation Electrician (IE) or Master Installation Electrician (MIE).	Valid (at the time of submission) DoL (Department of Labour Certificate (Letter of Registration) in your Company Name.	The DoL Letter must be in company name or company director's name and the registration must be valid. In case of a new application then submit proof of application. If the letter has expired, then submit poof of renewal request with the expired letter.

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Functionality Requirements

Training Requirements for a Key Person or Team Leader

There are two options that a tenderer needs to comply with i.e. Option 1: Requirements of the contractor is fully authorised in any Eskom Distribution Clusters or option 2: Requirements if the contractor is not authorized in any Eskom Distribution Cluste

Training & Qualifications Requirements

Item No.	Criteria	Evidence Required	Evidence Notes	Min Qty.	Max. Score
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1	Low Voltage Authorization	Authorization certificate	• Certificate must be certified and not older than three months from the tender closing date. • Certificate must be valid at tender closing date. • It should be noted that full points (20) will be granted for a submission of x2 authorization certificates. For submission of x1 authorization certificate will then be 10 points	X2	10	
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2	Working from heights Training	Working from heights Training Certificate.	• Certificate must be certified and not older than three months from the tender closing date. • Certificate must be valid at tender closing date	X1	10	
3	Metering Training (e.g. Prepaid meters, Conventional / magnetic meters)	Metering Training Certificate (e.g. Prepaid meters, Conventional / magnetic meters)	• Certificate must be certified and not older than three months from the tender closing date. • Certificate must be valid at tender closing date.	X1	10	

Option 2: Requirements if the contractor is not authorized in any Eskom Distribution Clusters. Table 4: Training & Qualifications Requirements

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1	Pre-authorization training.	Pre-authorization training certificates: • LV Regulations • LV Operating • Basic Electric or N2 in • Electrical Engineering • Test Instrument • Supervision • HIRA or Risk Assessment. • First Aid level 2 Fire Fighting	• Certificate must be certified and not older than three months from the tender closing date. • Certificate must be valid at tender closing date. • Stated certificates should be in the same name of the employee working for the company. • Applicants are required to submit all stated certificates to score full points. In case of any missing certificate/s applicants will lose all the points. • It should be			
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			noted that full points (20) will be granted for a submission of x2 pack of certificates. For submission of x1 pack of certificates will then be 10 points			
2	Working from heights Training	Working from heights Training Certificate.	• Certificate must be certified and not older than three months from the tender closing date. • Certificate must be valid at tender closing date	X1	10	

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3	Metering Training (e.g. Prepaid meters, Conventional / magnetic meters)	Metering Training Certificate (e.g. Prepaid meters, Conventional / magnetic meters)	• Certificate must be certified and not older than three months from the tender closing date. • Certificate must be valid at tender closing date.	X1	10
---	---	---	---	----	----

Tools and Equipment

Item	Tool	Evidence Requirements		Min. Qty	Max. Score
1	Electrical Toolbox	To be verified during site assessments		1	2.5
2	Mechanical Toolbox	To be verified during site assessments		1	2.5
3	1000V Insulated LV Tools (E.g. screwdrivers, pliers etc.)	• To be verified during site assessments		1	2.5
4	Insulating Rubber Gloves, Class 0, with r.m.s rating of at least	To be verified during site assessments		1 Pair	2.5

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	1000 V (SANS 60903)					
5	Approved Face shield (ASTM F2178, GS-ET 29, EN 166 or ANSI Z 87.1.)	To be verified during site assessments		1	2.5	
6	Multimeter or Tong tester (include volts & current)	- Copy of calibration certificate is required. In case of new tool or equipment, then copy of manufacturer's test report is required. - To be verified during site assessments		1	5	
7	Earth leakage Tester	Copy of calibration certificate is required. In case of new tool or equipment,		1	5	

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		- then copy of manufacturer's test report is required. - To be verified during site assessments				
8	Phase rotation Tester	- Copy of calibration certificate is required. In case of new tool or equipment, then copy of manufacturer's test report is required. - To be verified during site assessment		1	5	
9.	Fiberglass Ladder	- Inspection record and testing record. - To be		1	5	

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		verified during site assessments			
10	Complete FAS (Fall Arrest System)	To be verified during site assessments		1 pair/ set	2.5
11	Meter verification instrument(s) e.g. Hair dryer or Load Box	To be verified during site assessments		1	2.5
12	Bolt cutters	To be verified during site assessments		1	2.5
	TOTAL WEIGHT		40	40	

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Vehicle Requirements

Item	Tool	Evidence Requirements	Evidence Notes	Min. Qty	Max. Score
1	Bakkies (fit for the job)	Proof of ownership or Proof of hiring contract / pre-approved letter	• Full Licence document showing company / owner's information. • Licence document must be certified and not older than 3 months from the tender closing date. • Proof of hiring contract / pre-approved letter from Bona Fide Vehicle Hire Companies must be submitted and it must be signed by both parties (leaser and lessee) • A tenderer is not allowed to hire from another Electrical construction Company	2 Bakkies	20

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TECHNICAL QUESTIONS AND ANSWERS

NUMBER	QUESTION	RESPONSE
1	Danie Booysen - Mabone Electric 47:27 My apologies, I think I broke up there for a second. I just want to confirm that the authorization is actually in any of the Eskom distribution clusters, not specifically Mpumalanga.	We are saying you need any authorization in Eskom. So if you've got an Eskom distribution authorization, it means you've got all the training certificates, so it can be anywhere. So if you don't have an authorization, you've got to give all the training certificates. OK. So because we know if you've got an authorization, you are trained, then it is fine. If you don't have authorization, you give us all the training certificates to show that you've got it
2.	Danie Booysen - Mabone Electric 49:08 Thank you very much. Just one more question. The calibration certificates, do they need to be certified?	The response provided during clarification meeting was Yes, all the certificates. However, after the deliberation and in line with the tender requirements. Calibration certificates does not require to be certified.
3.	Patricia Khanyile 50:07 If my person has an ORLVS, does it mean now he qualifies for those two certificates, the LV regulation and the LV operating? LV operating is training on its own. ORMVS is the regulation training like your ORHVS that you do for your	I think I get you, Patricia, but it's important that we stick to what the tender requirements are requesting. Otherwise we'll confuse the market and you have this and somebody has that. So we have standardized our requirements to be such that what we have required is what we would like to see. Correct

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	outcome three or the as you do it for your outcome one and then the LV operating is also training on its own. OK, so you want two separate certificates and OK and then.	
4.	Patricia Khanyile 51:31 And then on the day of the assessment, then that's when you'd want to see the tools and the, yes, and the calibration, OK, and the calibration certificate.	Correct
5.	Patricia Khanyile 53:02 Yes and and one last question regarding the pre authorization basic electric I see on basic electricity electric you said also N2 and then yes or N2 yes and then if a person.	Obviously when you have trade test, you have your entry. But for you to be safe, submit your N2.
6.	Danie Booysen - Mabone Electric 54:07 On page 30 it says contractual requirements. The requirement will not be evaluated during desktop evaluations, but will become a requirement before contract award specifically referring.	Yes, it is aa requirement prior to contract award
7.	Danie Booysen - Mabone Electric 54:28 To the meter calibration tool. Will this be checked on contract award or will this be checked on site inspection?	On-site inspection. When we we are calling you for the third phase of your evaluation, you will need to come with your tools and the certificate.

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8.	Junior 55:48 Good day and thank you very much. So I just have a couple of questions with regards #1 to the certificate for the prepaid or conventional meters. Is it supposed to be under an accredited ESKOM training center or any center is OK?	Any sender is OK as long as we are trained. But please, please, please, please, please S Africans, I am pleading with you. Do not fake certificates. Do not fake certificates.
9.	Junior 56:46 The other question is the test instrument. If now I have a trade test and I am actually a technician, I have an end diploma. Do I still need the test instrument certificate	That's why certain contracts are for second trade. You see, this contract was never for professionals, was designed and made for these kind of people, your and and what do you call it? People from technical colleges, so hence even when things are coming out, are coming out on that level, their level. Lets stick to the tender requirements as per the tender.
10.	The other question is the fibre ladder, which type and the length?	It's usually around 7 meters. However, Lets stick to the tender requirements as per the tender.
11.	Rudzani 1:02:16 Focus with procurement and make an addendum. The question that I wanted to ask, I wanted to ask now that we have been tendering with Eskom, you have just mentioned that we will need to submit. The calibration certificate and that is not correct. You do not submit calibration certificate. You print the document as is. You sign and show the quantities of the tools that you will be providing when you are called for the assessment.	All right, number one, I think I must respond to changing the document here. There will be changes and they will be communicated and they will be put on the tender if there's a need for the changes to be there. Whatever gets changed will be put on the tender bulletin where this tender is. Either you are here or you're not here. You will see those amendments. The amendment, yes, they are amendment. As for BSC, this contract is not for BSC. This is not a professional services contract. This is not for BSC colleagues.

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	That's when you take your calibration certificate with your tools. What you do at tendering stage is to sign the form only. So that is one thing that I wanted to mention to say, look, if you change a document here, it will be difficult because the meeting is not compulsory. Other people are not here. They're going to respond to exactly what. Is on the document. Thank you very much.	We are not changing, we are just providing clarification which would be on the tender bulletin on the both platforms for anyone who's intending to participate to could see information will be shared fairly across.
12.	Junior 1:07:11 Oh, I just wanted to ask. It's not really technical, but I just wanted to ask, is this a panel and how many people, how many contractors are needed and is it also an open tender?	Yes, it is an open tender. Yes, it is a a panel given the magnitude of the two provinces that is being covered and in terms of the number, I do not have that. From the bottom of my head, but it is definitely a panel and it is an open tender for the mere fact that it is out on the market for everyone to could see it.

5.3

SD&L

Mpho presented technical requirements as follows

SD&L Presentation

1. Local Procurement Content

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“Local Procurement Content” refers to value added in South Africa by South African resources. Where a single contract involves a combination of local and imported goods and/or services, the tender response must be separated into its components as per the Price Schedule included with the tender documents. Local procurement content is total spending minus the imported component.

Tenderers are required to submit their proposals in the table below.

Local Procurement Content	Eskom target	Tenderer Proposal
	100%	

2. Jobs.

Successful tenderers will be required to report on the number of jobs created and or retained as a direct result of being awarded this contract.

3. Skills development

Tenderers are required to submit proposals in a table below for developing the skills of unemployed candidates in the country. Skills development is intended to address Eskom's core, scarce and critical skills and the scarce and critical skills. These skills are also included in a 2020 list of occupations in high demand as stipulated in the Government Gazette 43937. Candidates shall be from all provinces in the country, and their composition shall be representative of the population demographics of South Africa.

Skill type / Occupation	Eskom target	Proposed Number of Candidates
Tenderer to advise	Tenderer to advise	

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The process of developing these skills shall involve the participation by tenderers directly and through their supply network. In certain cases, the SETA's accredited training providers can be approached to participate in developing critical and scarce skills.

Note: That these targets for skills development candidates categorically exclude Eskom employees and registered learners. The tenderers are required to take full responsibility for the total cost of developing the requisite skills, and Eskom shall not make any financial contribution towards the fulfilment of this obligation. Tenderers also are advised to approach their relevant SETAs to access grants, subsidies, and incentives as well as South African Revenue Services for tax rebates that are earmarked for skills development initiatives.

SDL&I Penalty and Performance Security

Eskom will apply a penalty of 2.5% of the Contract Value for failure to meet SDL&I obligations.

For the duration of the contract, Eskom will retain 2.5% of every invoice (excluding VAT) as security for the fulfilment of all SDL&I Obligations. The retained amounts shall only be released to the Contractor upon:

- Eskom receives the SDL&I progress report/s from the contractor.
- Fulfilment of all SDL&I obligations by the contractor.
- Submission of an approved compliance report by SDL&I Department.

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5.4	SHEQ SHEQ representatives presented the requirements as follows
SHEQ Presentations Health & Safety	

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Ref.	Eskom Health and Safety Requirements Checklist	Proof Required	
		Yes	No
Section A: OHS Legal Requirements to be met by Contractors at Tender Stage before contract award (Application of Responsive and Non-Responsive Criteria)			
1.	Develop and submit your company OHS/ SHEQ policy signed by CEO/ MD not SHE Officer. (It should have the next review date, should comply with OHS Act Section 7 and shall be aligned with ISO 45001 Policy principle standard requirements).		
2.	Submit a Valid Letter of Good Standing or equivalent, i.e., COID, FEMA or RMA. Your COID must depict the correct/ relevant nature of business, e.g., Installation, Maintenance, repairs of Electrical components etc. Copy must be certified not older than 3 months at the date and time of the tender closing.		
3.	3.1 Provide Sets of Baseline Risk Assessment (BRA), relevant to the scope of work which must address 3.1.1 Identification of SHE hazards, i.e., assessment of SHE risks related to the construction scope of work activities: and The below criteria should be applied. • Consequence rating • Likelihood rating • Risk rating, • Controls 3.2 Provide the BRA Procedure with the methodology used for the risk assessment must be submitted also detailing, review and monitoring plan shall be incorporated		
4.	Provide your Company Organogram indicating key SHE personnel including your individual general employees. (Reference should be made to specific OHSA Sections and Its related Regulations) Must have a dates and CEO Signature not SHE Officer.		
5.	Provide the following SHE Competency training certificates (All certificates should be certified and should not be certified older than three months at the time of tender closing). 5.1 First Aid Intermediate Certificate (level 2) - US 120496 and Service Provider's Department of Labour and relevant SETA/QTCO Accreditation Certificate. 5.2 Basic Fire Fighting Training- US 12484 5.3 Incident Management and RCAT Training- US 120335 5.4 HIRA Training certificate-US120330		

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	5.5 Work at heights certificate -US 229998 5.6 FAS and Rescue – US 229995		
6.	Submit Valid Medical Fitness Certificate as per your company submitted organogram, (minimum of 4, Incident investigator, Supervisor and Linesman issued by the Occupational Medical Health Services/practitioner		
7.	Provide substance abuse policy and procedure signed by Company CEO		
8.	Is the acknowledgement of Eskom's SHE rules, and requirements form (Annexure B) Fully signed and submitted by the tenderer?		
9	9.1 Provide vehicle management and driver safety procedure Including but not limited the inspection, and maintenance of vehicles used for business. Driver fitness and fatigue management 9.2 Certified copies of driver's license X2 Drivers – copies to be certified not older than 3 months from the date of the tender closing		
10	Submit Costing for Safety Health and Environmental Management Compliance Requirements as per the regulations and take note of the below aspects. Has the tenderer submitted detailed (The cost should be broken down not provided as a lump sum) costing for SHE, i.e. – based on the overall scope of work/service to be performed the generic scope of work/service risk assessment – may serve as a guideline.		
End			

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Quality

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	Supplier Quality Management: List of Tender Returnables Documents	Unique Identifier	240-12248652
		Revision	7
		Effective Date	26/01/2022
		Specification	240-105658000
Category 3 : Quality Requirements		Deliverables to be evaluated indicator = 1	
SECTION A : Quality Management System Requirements ISO 9001 Objective evidence of documented QMS that is not certified but complies with ISO 9001			
		Apply =1	
A.1 QMS Manual or a document that defines and describes the QMS and its scope		1	
A.2 Quality Policy Approved by top management.		1	
A.3 Quality Objectives Approved by top management.		1	
A.4 Control of documented information (i.e. document and record control) Clause 7.5 of ISO 9001:2015		1	
A.5 Documented information for Control of nonconforming outputs Clause 8.7 of ISO 9001:2015		1	
A.6 Documented information for Nonconformity and Corrective action Clause 10.2 of ISO 9001:2015		1	
A.7 Documented information for Internal audit Clause 9.2 of ISO 9001:2015		1	
Section A Score Option 2		7	
SECTION B : Evidence of QMS in operation (Tender Quality Requirements -Ref 240-105658000)			
		Apply =1	
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)		1	
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)		1	
Section B Score		2	
SECTION C: Contract Quality Plan Requirements (Ref 240-105658000 and 240-109253698). Draft Contract Quality Plan specific to the scope of work as described in the tender documents (Ref ISO 10005)			
		Apply (Yes=1)	
NB! Draft Contract/Project Quality Plan has important QA deliverables		1	
Section C Score		1	
SECTION D: Quality Control Plan Requirements (Ref 240-105658000 or 240-109253302) QCP /checklist/ ITP (Quality Control Plans) as per Scope of Works (Ref ISO 10005)			
		Apply = 1	
NB! Draft/ Example of an Inspection and Test Plan (ITP) or Quality Control Plan (QCP) on similar and/ or previous work done		1	
Section D Score		1	
SECTION E: User defined additional Requirements & miscellaneous (Ref 240-105658000) Customer specific requirements & other standards and required can be listed and evaluated here			
		Apply (Yes=1)	
E.1 Form A is completed and signed.		1	

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Environmental

OBJECTIVE REQUIREMENTS			SCORE		COMMENTS
			YES/NO	ACTUAL (1 OR 0)	
1.	Environmental policy	Environmental policy signed by top management (CEO / managing director), dated and version controlled. Policy must commit to compliance to all relevant legislation/laws, Pollution prevention and continual improvement.			
2.	Company organogram	Company's organogram depicting an environmental representative.			
3.	Environmental appointment letter	Appointment letter of the employee responsible for environmental issues within the company. Appointment letter to be accepted and dated.			
4.	Communication plan	Company's communication plan / procedure on what, how & when relevant environmental issues will be communicated.			
5.	Environmental Incident/complaints register	Incident/complaints register for environmental incidents			
6.	Emergency preparedness plan (EPP)	Emergency preparedness procedure/plan for environmental emergencies with emergency contact details			

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7.	Environmental Awareness Training	Valid Eskom's Environmental law certificate (within 3 years). This will be required prior to commencement of work.			
8.	Waste Management Plan	Waste management plan on how waste generated on site will be managed, to include where disposal occurs. Note: Disposal to be at licenced Municipal landfill sites			
Score				100%	

2. Closure

Mpho thanked everyone for their participation and adjourned the meeting.

Next meeting

The next meeting will be at: N/A

Signed as a correct record: _____

Chairman

Date

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