

 Eskom	Strategy	Kusile Power Station
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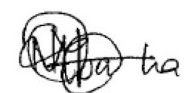
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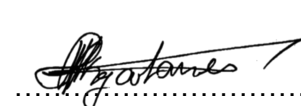
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1. Introduction

This document provides an overview of Eskom's technical evaluation criteria to be used when evaluating the tender submissions for the supply and delivery of office stationery at Kusile Power Station for a period of 5 years. The document provides annexures developed to address various aspects required to perform technical evaluations.

2. Supporting Clauses

2.1 Scope

Supply and delivery of stationery for a period of 5 years on an as and when basis.

2.1.1 Purpose

The purpose of this tender technical evaluation strategy is to define the Mandatory Evaluation Criteria, Qualitative Evaluation Criteria and TET member responsibilities for tender technical evaluation. The technical evaluation strategy serves as basis for the tender technical evaluation process.

2.1.2 Applicability

This document shall apply to the evaluation of supply and delivery of stationery at Kusile Power Station.

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 Normative

[1] 240-48929482: Tender Technical Evaluation Procedure

[2] 32-1034: Eskom Procurement Policy

2.2.2 Informative

[3] ISO 9001: Quality Management Systems

2.3 Definitions

Controlled Disclosure: Controlled Disclosure to external parties (either enforced by law, or discretionary).

2.4 Abbreviations

Abbreviation	Description
TES	Technical Evaluation Strategy

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TET	Technical Evaluation Team
SAP	Systems Applications and Products
SOW	Scope of Work
OEM	Original Equipment Manufacturer
MM	Materials Management
PO	Purchase Order

2.5 Roles and Responsibilities

Compiler	The document compiler is responsible for ensuring that this document is up-to-date and that this document is not duplication of an existing documentation, regarding the document's objectives and content.
Functional Responsibility (Senior MRP)	The Functional Responsible Person shall determine if the document is fit for purpose before the document is submitted for authorization.
Authorizer (Materials Management Manager)	The document authorizer is a duly delegated person with the responsibility to review the document for alignment to business strategy, policy, objectives and requirements. He/she shall authorize the release and application of the document.

2.6 Process for Monitoring

The primary process for monitoring will be the approval of this document, and the approval of the evaluation report post tender evaluation as set out in the 240-48929482: Tender Technical Evaluation Procedure

2.7 Related/Supporting Documents

N/A

3. Tender Technical Evaluation Strategy

To be eligible for Qualitative Evaluation, the tenderer shall meet all the Mandatory Evaluation requirements. The evaluation of tenders will be based on the tenderer's ability to meet the requirements specified in the applicable SOW. A weighted score card approach will be used to evaluate the tenders against the Employer's requirements.

3.1 Technical Evaluation Threshold

Mandatory Technical Evaluation Criteria (gatekeepers) are 'must meet' criteria. These criteria shall not be weighted, or point scored but shall be assessed on a Yes/No basis as to whether the criteria are met. An assessment of 'No' against any criterion shall technically disqualify the tenderer and shall not be further evaluated against Qualitative Criteria.

Qualitative Technical Evaluation Criteria are weighted evaluation criteria used to identify the highest technically ranked tenderer after determining that all the Mandatory Evaluation Criteria have been

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met. The Qualitative Evaluation Criteria are weighed to reflect the relevant importance of each criterion.

The minimum weighted final score (threshold) required for a tender to be considered from a technical perspective is 70%.

Table 1: Technical Scoring Methodology

SCORE	PERCENTAGE (%)	DESCRIPTION
5	100	COMPLIANT <ul style="list-style-type: none"> Meet the technical requirement(s) AND, No foreseen technical risk(s) in meeting technical requirements
4	80	COMPLIANT WITH ASSOCIATED QUALIFICATIONS <ul style="list-style-type: none"> Meet the technical requirement(s) with, Acceptable technical risks AND/OR. Acceptable exceptions AND/OR. Acceptable conditions
2	40	NON-COMPLIANT <ul style="list-style-type: none"> Does not meet the technical requirement(s) AND/OR Unacceptable technical risk(s) AND/OR; Unacceptable exceptions AND/OR; Unacceptable conditions
0	0	TOTALLY DEFICIENT/NON-RESPONSIVE

3.2 Technical Evaluation Criteria

To be eligible for evaluation the tenderer shall meet the following Gate keepers & Qualitative controls:

Table 2: Technical Evaluation Criteria Mandatory Criteria (Gate Keeper)

No.	Mandatory Technical Criteria Description	Reference to Technical Specification / Tender Returnable	Motivation for use of Criteria	Scoring Criteria Yes and No
1.	Provide the functional physical office address if it differs from the address registered on the CSD or submit a confirmation letter verifying the same.	The supplier shall: <ul style="list-style-type: none"> Write the full physical address of the office on the tender documents. Provide the office landline 	Suppliers are using cell phone numbers as business contacts. Suppliers are not reachable on cell phones, and they do not return calls. This is a challenge when	Yes: the verification results of the office and phone numbers are positive. No: when the verification results of the office and phone numbers are

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		number.	expediting.	negative. Verification includes calling the landline provided and confirming information about the supplier.
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3.2.1 Qualitative Technical Evaluation Criteria

The minimum weighted final score (threshold) required for a tender to be considered from a technical perspective is 70%. Eskom may reserve the right to reduce the functionality threshold to 60% if no tenderer meets the stipulated functionality threshold.

Table 3: Qualitative Technical Evaluation Criteria

No.	Criteria Description	Weight	Reference to Tender Returnable	Scoring Criteria
1.	Previous Experience	40%	Provide a summary report of verifiable list of stationery supplied. As a minimum to be included in the report: <ul style="list-style-type: none"> ○ Purchase order and or contract details of stationery, previously supplied. ○ Total value of the contract/s and or POs that is submitted as experience 	5 points – 5 or more purchase orders (including contracts), submitted 4 points – 2 to 4 Purchase Orders or Contracts for stationary supply 2 points - 1 Purchase Orders or Contracts for stationary supply 0 points - POs submitted not relevant to SOW and or untraceable.
2.	Proof of execution of previous work and client satisfaction report.	30%	<ul style="list-style-type: none"> ○ Stamped and signed delivery notes ○ Client referral letter for goods supplied with contact details of client. 	5 = more than 5 stamped delivery notes of purchase orders or contract mentioned as previous experience and/or authentic referral letters from a credible/traceable supplier. 4 = points – 2 to 4 delivery notes of purchase orders or contract mentioned as previous experience

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				and or authentic referral letters from a credible/traceable supplier. 2 points - 1 delivery notes of purchase orders or contract mentioned as previous experience and or authentic referral letters from a credible/traceable supplier.
				0 points – unstamped delivery notes, POs not related to experience provided/ and or, untraceable referral letter.
3.	Quality Control	20%	The tenderer shall provide a comprehensive catalogue of all stationery items proposed for supply. Suppliers are allowed to prepare and provide a tailored catalogue in line with the SOW. The catalogue must: <ul style="list-style-type: none"> Align fully with the specifications and requirements outlined in the Scope of Work (SOW). Include clear item descriptions, product codes, unit of measure, and unit prices. Indicate available packaging options (e.g., single units, packs, bulk quantities). The catalogue shall be submitted in the following formats: <ul style="list-style-type: none"> Electronic format: PDF and Excel versions for ease of reference and integration. 	5 points – catalogue with 90% or more of the stationery in the SOW. 4 points – catalogue with less than 90% but more than 60% of the stationery in the SOW. 2 points – catalogue with less than 60% but more than 30% of the stationery in the SOW. 0 points – less than 30% or no catalogue submitted.
4.	1. Delivery Performance Assurance The tenderer shall guarantee delivery performance by: <ul style="list-style-type: none"> Meeting all agreed delivery timelines 	10%	Supporting Documents for Delivery Performance Assurance: - Delivery Schedule Proposal: a detailed plan outlining standard lead times, emergency delivery timelines, and logistics arrangements - Quality Assurance and Risk	5 points – submission of ALL (4) listed requirements in support of delivery performance assurance.

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	<p>as specified in the contract and purchase orders.</p> <ul style="list-style-type: none"> Supplying accurate quantities of all listed items in accordance with the Statement of Work (SOW). Ensuring secure and reliable transportation to prevent damage, loss, or delays, thereby guaranteeing uninterrupted supply to designated delivery points. 		<p>Management Plan: Procedures for handling delays, shortages, or damaged goods and contingency plans for uninterrupted supply</p> <p>- Insurance Certificates: proof of goods-in-transit insurance to cover loss or damage during delivery</p> <p>- Health, Safety, and Environmental Compliance Certificates: a documented company policy outlining safety procedures for handling, packaging, and transporting goods.</p>	<p>4 points – submission of two (2) listed requirements in support of delivery performance assurance.</p> <p>2 points – submission of only one (1) listed requirements in support of delivery performance assurance.</p> <p>0 points – no submission of the listed requirements in support of delivery performance assurance.</p>
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3.3 TET Members

The members of the technical evaluation team are undisclosed herein to maintain confidentiality when publishing this document on the Tender Bulletin. The details will be available on the Commercial declaration records.

3.4 TET Member Responsibilities

TET Number	Mandatory Criteria and Qualitative Technical Evaluation Criteria	Designation
All TET's	Evaluation and scoring of technical submissions.	Confidential

3.5 Foreseen Acceptable/Unacceptable Qualifications

3.5.1 Risks

Table 4: Acceptable Technical Risks

Risk	Description
1.	No data sheet for relevant technical information

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Table 5: Unacceptable Technical Risks

Risk	Description
1.	Non-standard or improvised packaging is used for materials that are required to retain their original OEM packaging, to prevent damage during transit and aid clear labelling for easy identification.
2.	No expiry dates for materials that should have expiry dates.
3.	Materials with no composition information on the item (what the material is made of)
4.	Self-manufactured materials without SABs certificate.
5.	Material sourced from abroad without SABs certificate

Table 6: Acceptable Technical Exceptions / Conditions

Risk	Description
1	Accept deviation with technical qualification

Table 7: Unacceptable Technical Exceptions / Conditions

Risk	Description
1	Deviation without technical qualification not accepted

4. Authorization

This document has been seen and accepted by the signatories on the front page.

5. Revisions

Date	Rev	Compiler	Remarks
December 2025	1	Doreen Mbatha	

6. Development Team

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- Doreen Mbatha
- Ngwanaweso Modula
- Musa Ngwane

7. Acknowledgements

N/A

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