

The clarification meeting for the provision of laboratory services for the preparation, analysis and reporting of results for contract coal and limestone samples for Primary Energy on an "as and when required" basis for a period of three years: Enquiry no. MWP2505GX



Presented by: Primary Energy

Date: 23 April 2024



Description	Time allocated (minutes)	Responsibility
1. Welcome, opening and apologies	5	Rakgomo Setshedi
2. Introduction, Eskom Team and Agenda	5	Rakgomo Setshedi
3. Commercial	5	Rinny Matlou
4. Safety and Health	5	Eric Mohlodine
5. Environment	5	Sanele Magubane
6. Supplier Development Localisation & Industrialisation (SDL&I)	5	Phinda Ndabula
7. Technical	20	Livhuwani Mazibuko
8. Questions	20	All

- The objective of this session is to present and clarify the enquiry document (Enquiry No: MWP2505GX) for the provision of laboratory services for the preparation, analysis and reporting of results for contract coal and limestone samples.
- Eskom Representative and contact person
- Name : Rinny Matlou
- E-mail : matlourc@eskom.co.za
- Landline : +27 11 800 5452
- Enquiry closing Date : 07 May 2024
- Enquiry closing time : 10:00 am (SAST)
- Enquiry Price : Free of Charge
- **All enquiries during and after the tendering process shall be directed to the buyer as stipulated in the enquiry document MWP2505GX**

- The tender/proposal shall be submitted as follows:
 - ❖ one (1) complete original file;
 - ❖ one (1) complete hard copy of the original file and additional soft copy maybe included in the submission. Hard copies take precedence over the soft copies

- Where a tenderer does not submit a one complete hard copy of the original tender at the tender deadline, the tenderer will be disqualified.

- The original and complete hard copy of the tender must be clearly divided into the following sections:
 - Commercial (As per Commercial Tender Returnable)
 - Technical (As per Technical Tender Returnable)
 - Finance (As per Finance Tender Returnable)
 - SDL&I (As per SDL& I Tender Returnable)
 - Safety Health Environment and Quality (As per Tender Returnable)

- Tenderers are advised to submit the tender in the above order

BASIC COMPLIANCE

Basic compliance of the RFP are:

Mandatory documents/information required as stipulated in the Tender Returnable section of the respective Invitation to Tender;

Meet eligibility criteria

Submit one (1) complete original file and one (1) complete hard copy of the original file

Central Supplier Database (CSD) number

A tenderer who does not submit the above documents will be deemed non-responsive.

FUNCTIONALITY

Technical weightings = 100

Overall minimum threshold for qualification is 70%

NB: Tenderers who do not meet the above threshold of 70% will not be evaluated further

This functionality evaluation criteria will be used to evaluate suppliers' technical capability in terms of the services tendered for. Tenderers that are qualified from this process will be subjected to the next stage of due diligence.

Price & Preference

- All tenders will be evaluated and scored in accordance with the PPPFA
- Suppliers will be ranked by applying the preferential point scoring based on the 90/10 (for estimated values above R50M inclusive of VAT).
- B-BBEE status will be scored out of 10 points in accordance with PPPFA. If a tenderer fails to submit proof of B-BBEE status level, the tenderer will not be disqualified. The tenderer will be awarded points for price (out of 90) and will score 0 points for B-BBEE level/status (out of 10)
- Prices will be scored out of 90 points in accordance with PPPFA.
- Eskom will then add the score from Pricing and the B-BBEE level together and rank the suppliers from the highest to the lowest.

Contractual Requirements

- SHEQ,
- SD&L
- Financial Analysis

Please Note:

Contractual requirements are not evaluation criteria. They are required to be met and assessed after the evaluation and ranking of the tenders.

Safety Requirements

Health and Safety requirements



1	COIDA – Valid letter of good standing or proof of application issued by the Compensation Fund (COID) or a licenced mutual company
2	Company's SHE policy, signed by CEO or the most senior person in the company. The submitted policy must comply to OHS Act Section 7
3	Health and Safety Plan based on the scope or proposal - (must address the project /scope of work OHS risk(s) and aligned with the health and safety specification or requirements)
4	Baseline Risk Assessment (BRA) of activities based on the scope or proposal - Identification, assessment and management of OHS risks related to the scope of work. The methodology used for the risk assessment must be provided together with the BRA.
5.	Annexure G: Signed acknowledgement form for Eskom's OHS, legal and other requirements to be submitted by the tenderer (form will be provided by Eskom)
	Costing for Health and Safety management Has the tenderer submitted detailed costing for OHS (the cost should be broken down not provided as a lump sum).
	OHS appointments & Competency - Consider scope of work, risks, OHS plan and applicability. The following will be required as minimum <ul style="list-style-type: none">▪ Safety officer▪ First aider▪ SHE representatives▪ Risk assessor▪ Incident investigator
	Please note: All successful company will be required to submit safety file for approval to PED safety department before they start the work

Supplier Development, Localisation and Industrialisation (SDL&I)

- ❖ Tenderers are required to submit a valid B-BBEE certificate
- ❖ Valid B-BBEE certificate is a sworn affidavit or SANAS accredited certificate
- ❖ **Letters from Accountants will not be accepted.**
- ❖ EME/QSE companies can submit an affidavit as proof of BEE
- ❖ Joint Ventures must submit a BEE certificate for the JV not individual certificates.

- ❖ Tenderers must declare the amount of work that will be subcontracted and the B-BBEE status of the subcontractor.
- ❖ Preferential points will be awarded against a valid B-BBEE certificate issued by either a SANAS accredited agency or a signed affidavit.

Category	Eskom's requirements	Tenderer's proposal	Tenderer's comment
Skills development: the following level of skills need to be developed: <ul style="list-style-type: none"> • Expert skills • Skilled • Unskilled • Other 	Technicians - 20		
Job Creation: the following level of jobs need to be created: <ul style="list-style-type: none"> • Managerial positions • Expert jobs • Skilled jobs • Unskilled jobs 	Supplier should provide own proposal.		
Local Procurement	100%		

Environmental requirements

Environmental Requirements

1. Documented organogram indicating the environmental position for the implementation of environmental requirements as per the RFP / Contract.
2. Copy of the National Diploma or Bachelor of Technology or bachelor's degree in environmental management for the appointed environmental resource.
3. A detailed environmental costing as per the RFP / Contract.
4. Documented Scope specific Environmental Management Plan for the implementation of environmental management operational controls

Technical requirements

1. Gate Keepers

- ISO 17025 Accreditation - Certified copy of the ISO 17025 accreditation certificate stating the trading name and physical address, certification not older than 3 months.
- Laboratory Information Management Systems (LIMS) linked with the measuring instruments / equipment –Confirmation letter signed by the service provider (to be verified during due diligence)

2. Technical Evaluation Criteria – Coal and Limestone (70%)

- Compliance and business structure – 30%
- Laboratory Management Requirements – 10%
- Laboratory Technical Requirements – 30%
- Coal Sample Security Systems – 30%

1 COMPLIANCE AND BUSINESS STRUCTURE			
1.1	Valid Certificate of Accreditations for sample preparation and analytical parameters (Ash, CV, VM, TS, IM, TM,AFT, PSD,AI; HGI, CHN, Sample prep) for the defined ISO standards.	30%	40%
1.2	Laboratory Quality Management Systems - including all mandatory procedures as per ISO 17025		35%
1.3	Organization's previous related experience-signed reference letter/s from clients,on client's official letter head. - (The letter/s must clearly state the facility where the work is conducted)		10%
1.4	Organogram for this scope of work including all laboratory, personnel as per ISO 17025 requirements (mangement and laboratory personnel), including their CVs and certified qualifications		5%
1.5	Proof of address where work will be conducted (Accredited facility stated in accreditation certificate - Utility Bill, and/or lease of agreement accompanied by the affidavit)		10%

2 LABORATORY MANAGEMENT REQUIREMENTS			
2.1	Valid LIMS licence (provide a confirmation letter from the service provider)	10%	30%
2.2	Information and Data Security Management Systems (Procedures and systems to mitigate cyber attacks, backup systems, information confidentiality, including how these are tested for effectiveness.)		30%
2.3	2022 and 2023 internal audit schedule (calender year) and audit reports (minimum of 2 reports)		10%
2.4	2022 and 2023 Management review meeting scheduled dates and signed minutes with an action plan (minimum of 2 signed meeting minutes)		10%
2.5	Laboratory Risk Methodology and Register		20%

3 LABORATORY TECHNICAL REQUIREMENTS			
3.1	List of all technical laboratory Personnel (rf. 1.5) :Minimum Qualifications-Grade 12 or N3 with Maths and Science, related skills, and competency of technical laboratory personnel (provide curriculum vitae and certified copies of qualifications for all the stated personnel)		10%
3.2	Awareness training on the latest ISO 17025		5%
3.3	Personnel: Proof of two appointed technical signatories (minimum). Minimum qualification: National Diploma in Natural Science (Chemistry, Geology) and Engineering (Metallurgy and Chemical)	30%	30%
3.4	All past and current analysing equipment efficiency and verification test records as per scope of work :		20%
3.5	Valid instrument and / or equipment calibration and validation certificates and calibration schedule as per scope of work.		25%
3.6	Proficiency Testing Schemes relating to coal: 2022 and 2023 calendar year results of two proficiency testing schemes (min 4 copies of full reports of each testing scheme including physical analysis).		10%

4 CONTRACTUAL COAL SAMPLE SECURITY SYSTEM			
4.1	Installation of auditable surveillance cameras with a view of the whole process from the sample receiving point to the reporting of the results.	30%	40%
4.2	A system to ensure traceability of the sample from receipt to reporting of results.		30%
4.3	Ability to Autogenerate test results from LIMS to Eskom Excel report in a PDF format		30%
		100%	100%

Coal and Limestone Technical Evaluation Clarification and Scoring Details



1. Compliance and Business Structure

Item #	Details	0	1	2	3	4	5
1.1	Certified copy of the signed schedule of accreditation	No accreditation	-	-	All parameters accredited excluding HGI and CHN , however with the procurement and accreditation plan available	All parameters including HGI or CHN with accreditation plan for either	All parameters accredited
1.2	All ISO 17025 required procedures	No Laboratory Management Systems	-	-	-	-	Laboratory Management System Available with all mandatory procedures
1.3	Signed reference letters stating the coal quality parameters being analysed, including the physical address where the services were rendered. The name, contact details and signature of the client's name of the client.	No reference letters	-	-	1 reference letters signed with all requirements	2 reference letters signed with all requirements	3 reference letters signed with all requirements
1.4	The laboratory organisation structure, with roles and responsibilities clearly defined, including Safety and Environment	Nothing submitted	-	-	All technical and system activities excluding both environmental or safety	All technical and system activities excluding either environmental or safety	Everything submitted as per details column
1.5	Should be inline with the address on the accreditation certificate	Nothing submitted	-	-	-	-	Proof of address with required details

Coal and Limestone Technical Evaluation Clarification and Scoring Details



2. Laboratory Management Requirements

Item #	Details	0	1	2	3	4	5
2.1	Confirmation letter signed by the service provider	No licence	-	-	-	-	Valid licence submitted, signed by the service provider or internal authorisation
2.2	Information and Data Security Management Policies and procedures, including evidence to support the policies and procedures	Nothing submitted	-	-	-	Policies and procedures with one of the evidence missing	Everything submitted
2.3	Calendar year (2022 either or 2023)	-	20% + per year of the audit reports submitted against the audit schedule	30% + per year of the audit reports submitted against the audit schedule	40% + per year of the audit reports submitted against the audit schedule	50% + per year of the audit reports submitted against the audit schedule	All submitted
2.4	Calendar year (2022 and/ or 2023 -Plan and signed minutes of the meeting)	Nothing submitted	-	-	-	One year evidence submitted	All as per the plan for both years
2.5	Risk register with clear risk descriptions, classification, rating, mitigations and status	-	-	-	Risk Methodology	Risk Register	Methodology + risk register

Coal and Limestone Technical Evaluation Clarification and Scoring Details



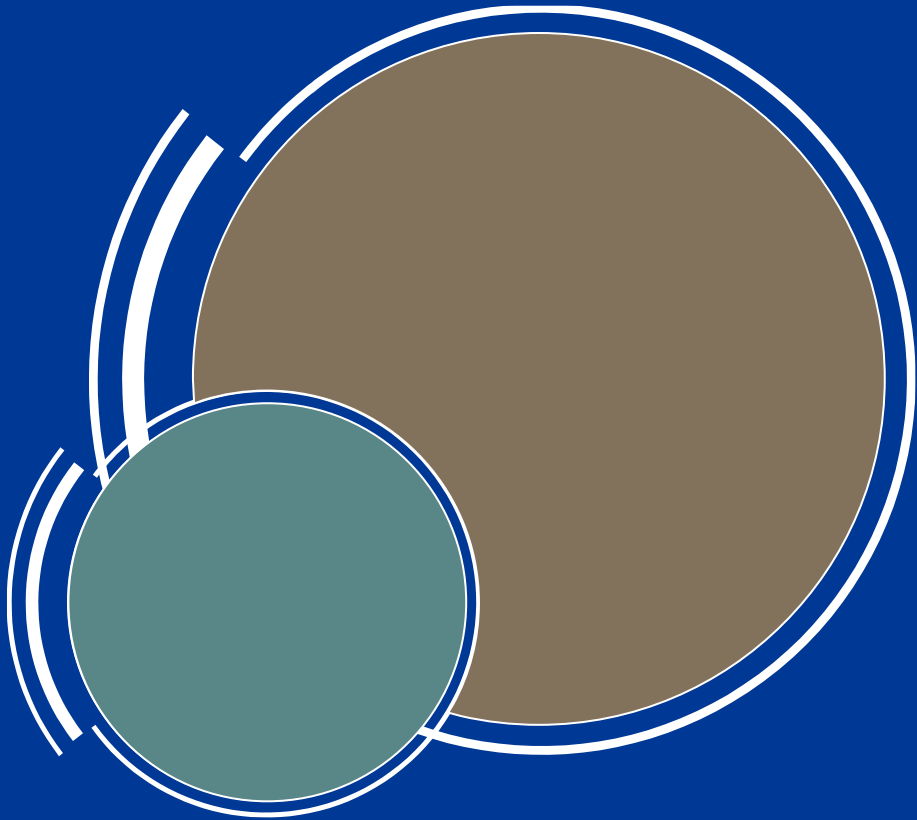
3. Laboratory Technical Requirements

Item #	Details	0	1	2	3	4	5
3.1	All qualifications and CVs as per the scope of work	Nothing submitted	-	-	some information missing	some information missing on HGI and CHN	All submitted as per the scope
3.2	Attendance Registers signed by the personnel and or ISO 17025 certificates	Nothing submitted	-	-	-		Attendance registers signed by personnel
3.3	As per Schedule of accreditation or recommendation by SANAS				All parameters accredited excluding HGI and CHN , however with training plan	All parameters including HGI or CHN with training plan for either	2 or more Technical signatories covering full scope as per No. 1
3.4	Records should be for at least two months within 2023 calendar year	Nothing submitted	-	-	-	Some information missing	All information submitted
3.5	Calibration plan and records for 2023 calendar year					Some information missing	All information submitted
3.6	The PT service provider with evidence of accreditation Proficiency testing plan accompanied by the reports (2022 and or 2023) or inter-lab comparison reports	Nothing submitted		20% + per year of the reports submitted against the audit schedule	30% + per year of the reports submitted against the audit schedule	40% + per year of the reports submitted against the audit schedule	50% + per year of the reports submitted against the audit schedule

4. Contractual coal sample security system

Item #	Details	0	1	2	3	4	5
4.1	Installation certificate / records Surveillance monitoring plan and evidence of inspection	Nothing submitted	-	-	2 areas including preparation in the lab covered	3 areas including preparation in the lab covered	All areas covered as per the scope from receiving
4.2	Evidence of receipt of sample, worksheet/ raw data and final report. 2 samples over a period of two months on any parameter	Nothing submitted	-	-	-	Everything submitted	-
4.3	Any system that removed human intervention in reporting to prevent potential manipulation of results	Nothing submitted	-	--	-	System available	-

1 COMPLIANCE AND BUSINESS STRUCTURE		
1.1	Valid Certificate of Accreditations for sample preparation and Limestone analytical parameters (Calcium Carbonate (CaCO ₃); Silica Dioxide (SiO ₂); Aluminium Oxide (Al ₂ O ₃); Iron-Oxide (Fe ₂ O ₃) and other inerts) for the defined ISO standards.	40%
1.2	Laboratory Quality Management Systems - including all mandatory procedures	35%
1.3	Organization's previous related experience (ISO17025 accreditation and /or limestone analysis), signed reference letter/s from clients,on client's official letter head. - (The letter/s must clearly state the facility where the work is conducted)	10%
1.4	Organogram for this scope of work including all laboratory, personnel(mangement and laboratory personnel), including their CVs and certified qualifications	5%
1.5	Proof of address where work will be conducted (Accredited facility stated in accreditation certificate - Utility Bill, and/or lease of agreement accompanied by the affidavit)	10%
		30%



Thank you