Eskom	Report	Technology

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1 INTRODUCTION

This document provides an overview of Eskom LimLanga Cluster technical evaluation criteria and the process to be adopted by the cluster technical evaluation team when evaluating tender submissions for service providers for the Electrification Design, from the desktop evaluation stage to the verification of tools & equipment on site. It also outlines the technical requirements to be adhered to by the tenderer and all returnables to be submitted by the tenderer.

2 SUPPORTING CLAUSES

2.1 Scope

The document covers the requirements for both the desktop and site technical evaluations. The desktop evaluation will assess elements such as skills, tools & equipment requirements to determine compliance to the competency requirements for tenderers of service providers for the Electrification Design contract.

2.2 Purpose

The aim of this document is to set out the minimum criteria to be used when evaluating service providers for the Electrification Design.

2.3 Applicability

This document shall apply throughout Eskom Limlanga Cluster.

2.4 Normative / Informative References

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

2.4.1 Normative

[1] ISO 9001, Quality Management Systems.

[2] 240-105658000(QM 58) – Supplier Quality Management Specification

[3] 32-1034 – Eskom Procurement and Supply Chain Management Procedure

[4] 240-48929482 - Tender Technical Evaluation Procedure

[5] Occupational Health and Safety Act 85 of 1993 (OHS Act)

[6] 240-70413681 - Eskom Guideline (Portfolio of Evidence for Authorisation)

2.4.2 Informative

N/A

2.5 Definitions

2.5.1 General

Definition	Description
Engineering Design Work Lead	On New Build projects, the EDWL role is fulfilled by the Lead Discipline Engineer (LDE) and on existing asset projects, the EDWL role is fulfilled by the relevant System Engineer / Plant Engineer
Technical Evaluation Team	The delegated engineers / technical specialists who are responsible to review and evaluate technical aspects of the tender documentation as per the Tender Technical Evaluation Strategy.
Technical Evaluator	Technical specialist who independently evaluates tenders against the functionality criteria in line with the criteria and scores.
Tender Technical Evaluation Strategy	It is the document developed by the TET and its development is led by the EDWL. It consists of the Mandatory Evaluation Criteria, Qualitative Evaluation Criteria, TET member responsibilities and Acceptable/Unacceptable Qualifications. It is prepared before the tender document is sent out.

2.5.2 Disclosure Classification

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

2.6 Abbreviations

Abbreviation	Description
ISO	International Standard Organisation
SI	Standards Implementation
CFT	Cross Functional Team
NED	Network Engineering and Design
PED	Project Execution
SI	Standards Implementation

2.7 Process For Monitoring

The document shall be reviewed as and when required to be in line with the best technological practices and Government's procurement policies. There will be no periodic revision.

3 TENDER TECHNICAL EVALUATION STRATEGY

This section details the methodology to be applied by LimLanga Cluster in the process of evaluating the "Technical" category of the tender returnables.

3.1 Technical Evaluation Process

This section describes the process to be followed in the evaluation of the Electrification Design service providers.

In cases where the main service providers are allowed to sub-contract some activities by Eskom Procurement, subcontracted service provider/s will be evaluated for the specified activity. Only Eskom evaluated subcontractors may be used.

There will be only boardroom evaluation for this contract, and this will be conducted in three (3) consecutive stages, namely Stage1: Mandatory Requirements Evaluations, Stage2: Functional Requirements Evaluations and Stage 3: Contractual Requirements Evaluations. The three (3) stages are further explained below:

Stage 1: Mandatory Requirements Evaluations

This will be the evaluation of the 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. Full compliance is required, i.e., The tenderer needs to meet all the requirements to proceed to Phase 2. Once the mandatory requirements are satisfied through an evaluation conducted by the evaluator, the technical evaluation for functionality evidence will proceed, else the tenderer will be deemed unsuccessful for this contract.

Stage 2: Functional Requirements Evaluations

This will be the evaluation of the functional requirements. There will be scoring linked to these requirements. The tenderer needs to obtain a minimum threshold score of **eighty (80%) percent** to proceed to the next stage, i.e., the Contractual Evaluations. Tenderers who fail to meet this minimum threshold will not be evaluated further and will be deemed unsuccessful.

Stage 3: Contractual Evaluations

This will be the last evaluation stage of all those contractors that managed to pass evaluation stages 1 and 2.

There will be no scoring linked to these requirements, the evaluator shall indicate with a **Yes / No** whether the requirement is met or not. Full compliance is required, i.e., The tenderer needs to meet all the requirements to be deemed technically compliant and successful.

3.2 TET Members

The evaluation exercise will be performed by the appointed Eskom Technical Evaluation Team (TET). TET members will be formally appointed by Standards Implementation. The lead evaluator will be a registered professional with the relevant professional body, such as Engineering Council of South Africa for Electrical Engineering type of a contract.

Two teams consisting of TET members will be formed to ensure that each file is evaluated by two people, and where there are discrepancies, the manager or the TET member appointed by the manager, will then normalise those discrepancies.

3.3 Technical Evaluation Report

The final report detailing the outcome of the technical evaluation will be compiled and handed over to Procurement. The following should be noted about the report:

a) This report and any actions that are listed or recommended as a result of this assessment, is by no means a confirmation or guarantee that any contract will be entered into by Eskom and the Tenderer.

b) Any liability for the said actions undertaken by the Tenderer is not transferrable to Eskom in any way.

c) The TET has no authority or responsibility in the decision taken by Eskom with respect to contracting for a product or service.

d) Any statements, intentions and/or actions expressed by the TET during the assessment and post the assessment has no effect and does not constitute any liability to Eskom with regards to contract placement.

4 TECHNICAL REQUIREMENTS

Technical requirements will be divided into three (3) categories, namely Mandatory Requirements, Functional Requirements and Contractual Requirements, and each further explained below:

NB: The technical returnable must be contained in a separate technical file or as a section in a file labelled technical and indexed in a logical manner.

Note: Sharing of resources amongst service providers is not allowed in this contract and if a company is found to do so, it will be disqualified.

4.1 Mandatory Requirements

Table 1 below lists the mandatories that must be submitted by the tenderer. Please note that if any of the requested documentation is not submitted, the tender application shall be discarded / disqualified without requesting tenderer/s to submit outstanding documentation/s. 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.

Table 1: Mandatory Requirements

No.	Criteria	Evidence Required	Evidence Notes	Decision (Yes/No)
1	ECSA registration as a Professional Engineer / Engineering Technologist.	Submit valid (at the time of submission) registration certificate with the Engineering Council of South Africa, ECSA. Registration certificate may be in the name of the company owner / co-owner / senior staff member.	Certificates must be certified by the commissioner of oaths and not older than 3 months from tender closing date.	

4.2 Functional Requirements

There will be scoring linked to these requirements. Tenderers needs to obtain a minimum threshold score of eighty (80%) percent to be deemed successful and proceed to the next evaluation stage. Functional requirements and their corresponding weights are listed table 2 below.

Table 2: Functional Requirements

Item	Description	Weight
1.	Resources and Qualifications Requirements	40%
2	Company Work Related Experience	40%
3	Tool & Equipment	20%

4.2.1 Resources and Qualifications Requirements

This is necessary to ensure that there are qualified and trained resources within the company to do the job as stipulated in this contract. Requirements are listed in tables 3 below.

Table 3: Resources and Qualifications Requirements

Item No.	Criteria	Evidence Required	Evidence Notes	Min Qty.	Max. Score
1.	Company Organogram	Submit a company organogram indicating company resources and positions in the company.	The organogram must be signed by the Managing Director / CEO / Owner / Co-owner. Organogram should include the names and ID numbers of the members.	x1	10
2	BSc Eng. / B. Eng / B Tech / National Diploma Qualifications	Submit valid BSc Eng. / B. Eng / B Tech. Degrees / National Diploma Degree Certificates in Electrical Engineering.	Certificates must be certified by the commissioner of oaths and should be valid within 3 months from the tender closing date. • BSc Eng. / B. Eng / B Tech. degree certificate will **score 30 points per certificate**, • National diploma certificate will **score 15 points per certificate**.	x2	60
TOTAL					**70**

The final score for Skills and Competency Requirements will be calculated by the **formula** below**:**

$$Final\ Score = \frac{Tenderer\ Score}{Total\ points} \times 40\%$$

Tables 4 and 5 below indicates how the qualification certificates and organogram will be scored to ensure that a fair and transparent process is followed in reaching the final score.

Table 4: Scoring Methodology for Qualification Certificates

Scoring Methodology for Qualifications	Allocated Score (%)
Valid and certified certificate/s submitted	100
Valid certificate/s submitted but not certified	50
Certificate/s not submitted or is invalid.	0

Table 5: Scoring Methodology for Organogram

Scoring Methodology for Organogram	Allocated Score (%)
Submitted organogram is signed and complete with ID numbers of members.	100
Submitted organogram is signed but ID numbers of members are not included.	80
Submitted organogram is not signed but ID numbers of members are included.	60
Submitted organogram is not signed and ID numbers of members are not included.	40
Organogram is not submitted	0

4.2.2 Company Related Work Experience

This section evaluates the experience of the contractor to enable Eskom to identify the risk associated with using incompetent / inexperienced service providers for a critical task such as Electrification Design. Service provers are expected to demonstrate experience as depicted in table 6 below.

Table 6: Related Work Experience

Item No	Functional experience	Evidence	Qty.	Max. Score
1	Previous work-related experience in Electrification Design *	The tenderers to attach the Completion Certificates / Acceptance or Reference Letter with traceable contract details and project name and numbers for all completed projects / designs. • 1 project = 15 • 2 projects = 30 • 3 projects = 45	x3	45
TOTAL				**45**
The final score for Related work experience will be calculated by the **formula** below**:** $Final\ Score = \frac{Tenderer\ Score}{Total\ Points} \times 40\%$				

4.2.3 Tools and Equipment Requirements

This is necessary to ensure that service providers appointed have the required tools and equipment to execute the scope of work as stipulated in this contract. Tenderers are expected to demonstrate that as stipulated in table 7 below.

The evidence required in this section shall be provided as per templates provided in Annexure A. Please complete Annexures A to indicate whether you own the tool or not in Column E and list the licence number in Column F.

Tools and equipment will be evaluated based on the tools register submitted by the tenderers and it must be in the Eskom format provided.

Table 7: Tools and Equipment Requirements

Item No	Requirement	Evidence Required	Qty.	Max. Score
1	Retic Master Software	Tenderers to attach valid licence agreement / any other proof from the supplier as proof of ownership. The agreement must be signed by the supplier and must be in the company (supplier) letterhead.	x1	10
2	Power Office Software	Tenderers to attach valid licence agreement / any other proof from the supplier as proof of ownership. The agreement must be signed by the supplier and must be in the company (supplier) letterhead.	x1	10
3	MicroStation Software	Tenderers to attach valid licence agreement / any other proof from the supplier as proof of ownership. The agreement must be signed by the supplier and must be in the company (supplier) letterhead.	x1	10
TOTAL				**30**
The final score for Related work experience will be calculated by the **formula** below**:** $$Final\ Score = \frac{Tenderer\ Score}{Total\ Points} \times 20\%$$				

Table 8 below indicates how the proof of ownership will be scored to ensure that a fair and transparent process is followed in reaching the final score.

Table 8: Scoring Methodology for Proof of Ownership.

Scoring Methodology for proof of ownership	Allocated Score (%)
Submitted proof is valid, signed and in the company letterhead	100
Submitted proof is valid, but not signed and in the company letterhead	80
Submitted proof is valid, but signed but not in the company letterhead	40
Submitted proof is not valid	0

4.3 Contractual Requirements

Contractual requirements are stipulated in table 9 below. These requirements will not be evaluated during desktop evaluations but will be requested from those who passed the site verification before contract award. These requirements have been identified as important for the scope of Electrification Professional Services.

Table 9: Contractual Requirements

No.	Requirements	Evidence Required	Evidence Notes	Submitted (Yes / No)
1	PDE SCOT Website Access	Letter showing username and password	Contractors need to subscribe to the PDE Website to get the latest Eskom standards and drawings. Access outside Eskom - **https://scot.eskom.co.za** • The confirmation of access Letter should be valid at the time it gets submitted.	

5 AUTHORISATION

This document has been seen and accepted by:

Name & Surname	Designation
Pravind Orrie	Senior Manager Asset Creation
Musa Mabila	Senior Manager Business Enablement (Acting)
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6 REVISIONS

Date	Revision	Compiler/Supporter/Authoriser	Remarks
Nov 2024	0	Fundiswa Mthethwa	First Issue

7 DEVELOPMENT TEAM

- Fundiswa Mthethwa
- Sydney Mamosadi
- Marumo Marumo
- Mmedi Motaung

8 ACKNOWLEDGEMENTS

N/A

Annexure A: Tools & Equipment List / Register

Company Name:

A	B	C	D	E	F
Item No.	**Tools & Equipment**	**Min Qty Required**	**Requirements**	**Owned Yes / No**	**Licence Number**
1	Retic Master Software	x1	Owned		
2	Power Office Software	x1	Owned		
3	MicroStation Software	x1	Owned		

Declaration: I hereby confirm that the list above is a true reflection of the Tools & Equipment owned/hired by my company.

Name:	_____ (Company Owner)
Signature:	_____ (Company Owner)
Date:	_____ (Company Owner)

Note: The tool list must be fully completed to be accepted and scored