

	Meeting Minutes Template	Template Identifier	240-54076329	Rev	8
		Effective Date	December 2025		
		Next review date	December 2030		
		Peaking Generation			

Meeting Name: for Design, Manufacture, Supply, Delivery, Installation, Testing and Commissioning of Fixed Hydrogen Gas Detection Systems for Battery Rooms at Drakensberg and Ingula Pumped Storage Schemes			
Date:	Time:	Venue:	Meeting No.:
19 August 2026	11:00	MS Teams (Virtual)	01/2026

Item	Subject & salient points	Decisions & Action items	Responsibility
1.	Safety and Emergency Evacuation Procedure	Chairperson requested confirmation that all attendees were in a safe working environment. All participants confirmed their safety.	All
2.	Attendance	Eskom representatives included Sinazo Sizani (Procurement Officer), Rashied Abrahams (Contracts Manager), Neli Zwane (Safety Officer), Mashudu Makhado (Technical Evaluator), Brian Linthaar (Engineering/Technical Evaluator), Leroy Mntaka (Technical Evaluator), Thokozile Kolweni (Quality	All

Disclosure classification: (Select the appropriate classification: Confidential, Controlled Disclosure, Public)

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		Representative), Siphokazi Qithi (SDL&I Representative) and various supplier representatives.	
3.	Opening: 3.1 Welcome 3.2 Apologies and quorum 3.3 Adoption of the Agenda	Chairperson welcomed attendees and confirmed the briefing session was for Inquiry No. E337GXPOU relating to the Fixed Hydrogen Gas Detection System project at Drakensberg and Ingula Pumped Storage Schemes.	Meeting commenced.
4.	Declaration of interest	No conflicts of interest were raised during the meeting.	All
5.	Tender Overview	Scope includes design, manufacture, supply, delivery, installation, testing and commissioning of fixed hydrogen gas detection systems for battery rooms at both schemes. Closing date confirmed as 02 September 2026 at 10:00. Tenders to be submitted electronically via the	Suppliers to ensure submission before closing date.

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		Eskom E-Tendering Portal. Tender validity period is confirmed as 12 weeks.	
6.	Compliance and Submission Requirements	Suppliers were advised to submit complete tender documentation, mandatory returnables, completed NEC contract documents and BOQ. Documents must be uploaded in PDF format.	Suppliers to comply with submission requirements.
7.	Clarification Process	Clarification requests must be submitted in writing to the Procurement Officer at least five working days before tender closing. Responses will be communicated through formal addenda and clarification notices.	Suppliers to submit clarification requests timeously.
8.	CIDB Requirements	Minimum CIDB grading of 3EP or higher required. Joint Ventures must comply with tender requirements regarding grading designation.	Suppliers to verify CIDB compliance before submission.

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9.	Technical Evaluation Criteria	Technical evaluation threshold confirmed at 80%. Evaluation will comprise experience, Schedule A&B compliance, execution methodology and technical documentation. Eskom reserves the right to lower the threshold to 70% should no supplier achieve 80%.	Suppliers to submit all technical returnables.
10.	Experience Requirements	Suppliers must submit project references demonstrating experience in design, installation, testing and commissioning of gas detection systems, including project descriptions, values and contactable references.	Relevant project references to be supplied.
11.	Execution Documentation Requirements	Method statements, installation plans, quality control plans, project schedules and technical data sheets are required for evaluation.	Suppliers to submit detailed technical documentation.

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12.	Commercial and Pricing Requirements	Pricing must be completed in the NEC pricing schedule and include all applicable costs, travel, delivery, installation, testing and commissioning activities.	Suppliers to submit complete pricing schedules.
13.	Health and Safety Requirements	OHS returnables include Annexure B, OHS Plan, OHS Risk Assessment, Letter of Good Standing, OHS Policy, Supervisor Competencies and Safety Officer qualifications. Non-submission at tender stage may be requested during evaluation.	Suppliers to provide required OHS documentation when requested.
14.	Supplier Development, Localisation and Industry (SDL&I) Requirements	Valid B-BBEE Certificates/Affidavits required for preference point allocation. Local content requirements applicable to designated products. SDL&I commitments become contractual obligations upon award.	

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15.	Quality Requirements	Suppliers must submit a valid ISO 9001 certificate, quality management documentation, roles and responsibilities, internal audit reports, management review records, Project Quality Plan, Inspection and Test Plan, and signed Quality Form A.	Suppliers to submit quality documentation.
16.	Site Layout and Technical Clarifications	Technical team provided virtual overview of Drakensberg and Ingula battery rooms. Hydrogen detectors to be installed at highest points within battery rooms. Alarm indications required inside and outside rooms. Control panels to be installed outside battery rooms. Integration with SCADA and future fire detection systems discussed.	Technical scope clarified.
17.	Question Raised: Please inform what current SCADA system is in use	At Ingula it would be Profibus at Drakensberg we use the SCALA250	

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18.	Please provide the videos of battery rooms used in the briefing session	Videos cannot be made available due the sites being National Key Points.	
19.	Please supply us with the following reports-points 33-36:	The tender returnable must be based on the scope as defined in the NEC and not any other documents. These docs as listed cannot be made available due to the sites being National Key Points. Point 33: 31A/2981 Ingula PS Battery Room Hydrogen Detection Assessment Report Point 34: 31A/4981 Drakensberg Battery Room H2 Detection Investigation Report Point 35: 0.48/3216 Drakensberg Battery Room Layout Drawing	

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		Point 36: 0.83/24 102 Sheet 4 Ingula Battery Room Layout Drawing	
20.	Attachment 3 Scope of Work – Point 28 – Why is this Informative instead of Normative	The tender returnable must be based on the scope as defined in the NEC and not any other documents. SANS 10139:2021 Code of practice for design, installation, commissioning and maintenance of fire detection and alarm systems in non-domestic premises.	
21.	General	Suppliers were advised to submit tenders prior to the closing date to avoid upload or network issues. Clarifications and meeting minutes will be distributed through the applicable Eskom tender portal.	Information noted.

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22.	Closure	Chairperson thanked all participants for attending. Meeting was adjourned after confirmation that no further questions remained.	Meeting closed.

Signed as a correct record:



 Chairman

 2026/08/26

 Date

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