

	Informal Tendering Request for Quotation (RFQ) Template for Transactions up to R1M	Document Identifier	240-73269736	Rev	10
		Effective Date	30 October 2024		
		Review Date	October 2029		
		Enquiry	1075822846		

Dear Valued Supplier,


Eskom Holdings SOC Ltd (“Eskom”) invites you to submit a quote for the goods/works/services described in this Request for Quotation.

- All tenderers (including foreign tenderers without a local footprint) are required to fully complete SBD 1 (Invitation to Bid) and to submit this annexure by the stipulated deadline. Local tenderers and foreign tenderers with a local footprint are required to be tax compliant and must submit their CSD Number/ CSD Report/ E-filing PIN number/ copy of tax clearance certificate as evidence of their tax compliance status.
In the event that a foreign tenderer answers “Yes” to any of the questions in SBD 1, Part B: ‘Questionnaire to Bidding Foreign Suppliers’, the tenderer is required to be tax compliant and must therefore submit its E-filing PIN number or copy of tax clearance certificate.
- A tenderer that does not submit mandatory returnables and/or fully complete such mandatory returnables by the deadlines stipulated in the Returnable section will be deemed non-responsive.
- Tenderers must specify line item prices where they submit prices for line items. If the tenderer does not intend to quote a price for one or more specific line items, this must be indicated by “no quote”.
- If “Designated Sectors” are applicable to the RFQ, tenderers must submit all relevant stipulated returnables by the stipulated deadline. Failure to do so will render the submission non-responsive and ineligible for award.
- Tenderers are required to return full specifications with their quotation e.g. drawings, dimensions, manufacturer's name, etc. If the tenderer proposes a deviation, it is in addition required to fully complete and submit the deviation schedule /form by submission deadline. Tenderers must ensure that the SAP Number, Drawing Number, Revision Number and Manufacturer is stated on the form. A tenderer's failure to fully complete the deviation schedule will result in its disqualification.
- Eskom's Standard Conditions of Tender apply to this RFQ.
- A Tenderer must not have a conflict of interest. All Tenderers found to have a conflict of interest shall be disqualified. Prima facie evidence that a tenderer has a conflict of interest with one or more parties in this [RFQ] process is:
 - (a) they have a controlling partner or majority shareholder in common; or
 - (b) they have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the tender of another tenderer, or to influence the decisions of the Employer regarding this bidding process.

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To		Date	
Eskom Vendor Registration Number (if registered at time of responding)		National Treasury Central Supplier Database (CSD) Number (if registered at time of responding)	
SARS eFiling PIN number		B-BBEE level	
Attention		Tel No	
E-mail address			
Title	Re-issue of the Supply and Delivery of Laboratory and Water Treatment Plant Chemical Reagents.		
RFQ No	E1106GXMPKOM-R	Closing date	15.09.2025
			Closing time (South African Standard Time) 10:00
Validity period of offers	90 days		
Eskom contact person	Silindile Mseleku	E-mail address	MselekCS@eskom.co.za

ANNEXURES

- Authorisation Form (applicable to all enquiries)
- Integrity Declaration Form (applicable to all enquiries)
- SBD 4 - Bidders Declaration of Interest (applicable to all enquiries)
- SBD-6.2 Local Production and Content, comprising Annexures C, D, and E (applicable when the enquiry involves designated sectors/materials).
- SBD 1 Invitation to Bid (applicable to all enquiries)
- Technical Deviation Schedule (applicable to all enquiries)
- SBD 6.1 Preference Claim Form (applicable to all enquiries)
- Eskom Standard Conditions of Tender (applicable to all enquiries)


CONDITIONS OF PURCHASE

Eskom General Conditions of Purchase (as attached) will apply.

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EVALUATION CRITERIA

Functionality requirements are **applicable**

The following criteria will be applicable for this transaction under functionality criteria:

DESCRIPTION	RETURNABLES	SCORE
COMPANY EXPERIENCE	Work experience references Attach references (order numbers/copy of the contract) from previous orders of similar chemical supply. The Orders should indicate the year they were placed to identity the years the company has been doing similar jobs and also it should bear contactable references ❖ <u>Scoring allocation for the numbers of orders supplied</u> <ul style="list-style-type: none"> - 1 Purchase Order = 10% - 2 Purchase Orders = 20% - 3 Purchase Orders = 30% - 4 Purchase Orders = 40% Note: Failure to submit order numbers/copy of the contract will result to scoring of 0%.	40%
TECHNICAL PERSONNEL QUALIFICATIONS	❖ <u>Chemicals certificate of analysis</u> <ul style="list-style-type: none"> - All (33) chemicals as per the list = 30% - 32 and less = 0 ❖ <u>16 Point Material Safety Data Sheet (MSDS) with local contact numbers</u> <ul style="list-style-type: none"> - All (33) MSDS's of chemicals as per the list = 30% - 32 and less = 0 	60 %
Minimum Threshold	70%	
Total score		100%

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Tenderers who do not meet the threshold for functionality scoring will be disqualified and will not be evaluated further.

PPPFA PRICE AND PREFERENCE POINTS

The 80/20 scoring system in the PPPFA Regulations 2022 are applicable to this enquiry.

The 20 preference points are allocated as follows:

B-BBEE Status Level of Contributor	Number of points (90/10 system)	Number of points (80/20 system)
1	10	20
2	9	18
3	6	14
4	5	12
5	4	8
6	3	6
7	2	4
8	1	2
Non-compliant contributor	0	0

If a tenderer fails to submit evidence of its points claim for a Specific Goal, it will not be disqualified. However, it will be awarded 0 points for that Specific Goal.

Eskom reserves the right to negotiate with preferred bidder/s after a competitive price quotation process should the tendered prices not be market related.

ADDITIONAL CRITERIA

Objective criteria are not applicable

Note:

Where Objective Criteria is applicable, compliance to it is mandatory.

Failure to comply with Objective criteria will render the tender non-responsive.

Eskom reserves the right to award to a tenderer who may not be the highest scoring/highest ranked tenderer, in line with Section (2) (1) (f) of the PPPFA

Functionality and elements of Contractual requirements must not be used as objective criteria.

Contractual Requirements


Mandatory Contractual Requirement that must be included in all tenders is the following:-

- Proof of CSD registration

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Additional Contractual Requirements are **applicable**.

The following additional contractual requirements apply:-

SHEQ requirements are applicable.

OHS Returnable

- Annexure B: Eskom procedures and OHS requirements acknowledgement form.
- Valid letter of good standing. (Suppliers working independently and not eligible for registration with the compensation fund must furnish Eskom with a member benefit statement of insurance coverage, including life and disability benefits, with a minimum fund of R500,000)
- Baseline Risk assessment

Note:

Contractual requirements mean the suppliers will submit the tender returnable during the tender close-out. The evaluation will take place once the mandatory and Functionality evaluation have been completed. The service provider will be given only ONE opportunity to submit the outstanding documents within 7 working days. Failure to submit the outstanding documents within the stipulated time; may result in the tenderer being regarded as non-responsive and ineligible for contract award. These OHS requirements will form part of the procurement process and must be complied with prior to signing the contract (Note: these requirements are applicable to the tender phase only). The service provider shall comply with the OHS Safety file requirements which will be issued to the successful bidder, and no work may commence until the Safety file is approved by the Contract custodian together with the OHS professional.

Environmental Returnable

- A signed environmental Policy in terms of ISO14001:2015
- Emergency Preparedness Plans (e.g., oil / chemical spill, disasters, etc.)
- Register of all hazardous substances as per the scope of work
- Safety Data Sheets as per the scope of work (Include chemical Inventory) (SDS)
- Transportation certificate for hazardous materials
- Training for person responsible for transporting hazardous materials

Quality Returnable

SECTION A : Quality Management System Requirements ISO 9001


Objective evidence of documented QMS that is not certified but complies with ISO 9001

- A.1 Quality Method statement based on scope. (Method Statement Template-Ref 240-126469599)
- A.2 Quality Policy Approved by top management.

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- A.3 Quality Objectives Approved by top management.

SECTION B : Evidence of QMS in operation (Tender Quality Requirements -Ref 240-105658000)

- 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)
- 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)

SECTION E: User defined additional Requirements & miscellaneous (Ref 240-105658000)

- E.1 Form A is completed and signed.
- E.2 Add other requirements (if applicable) as per the scope of work and/ or specification

Financial analysis (submission of financial statements) is applicable.

Note:

- **Where Financial Analysis is applicable, the tenderer will be required to submit Audited Financial Statements 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 statements, but if successful in this enquiry; will be required to furnish statements for the first year once available.**


Note: Contractual Requirements are not evaluation criteria. They will be assessed after the evaluation and ranking of the tenders. Proof that the tenderer recommended for award has met the stipulated contractual requirements must be submitted prior to contract award.

Failure to meet stipulated Contractual Requirements by the stipulated deadline may result in the tenderer being regarded as non-responsive and ineligible for contract award.

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TENDER RETURNABLES

Note the requirements hereunder with respect to tender returnables.

Tenderers are required to submit the tender returnables listed below by the stipulated deadlines.

NOTE:

*** Returnables required at Tender closing (disqualifiable)**

These returnables are required to be fully completed, signed (if required on the returnable) and submitted with the tender at Tender closing date and time. If not fully completed, signed (if required on the returnable) and/or submitted by tender closing, the tender **MUST** be disqualified.

**** Returnables required at Tender closing (non-disqualifiable)**

These returnables are required to be fully completed, signed (if required on the returnable) and submitted with the tender at Tender closing date and time. However, if not submitted by Tender closing, the Procurement Practitioner must, in writing, request the tenderer to submit the outstanding returnable within 2 working days. If the outstanding returnable/s is returned not fully completed, and/or signed (if required on the returnable) and/or returned to the Procurement Practitioner within 2 working days of the request the tender **MUST** be disqualified.

Returnables are mandatory for evaluation

These returnables are required to be fully completed, signed if required on the returnable, and submitted by Tender closing time and date. The Procurement Practitioner will not request the tenderer to submit/fully complete/sign these documents. The tenderer will not be disqualified but will score zero.

- ** Authorisation Form
- ** Integrity Declaration Form.
- ** SBD 4 - Bidders Declaration.
- SBD 6.2 - Local Production and Content comprising Annexures C, D, and E. (Applicable only where there are designated sectors/materials) **(prior to order/contract award)**
- Tax Evaluation questionnaire to determine whether a company, close corporation (CC) or Trust is a personal service provider for purposes of PAYE. For services contracts only **(prior to order/contract award)**
- SBD 1- Invitation to Bid **(prior to order/contract award)**
- * CPA Requirements for Local Goods/Services (South African) or CPA (IG) for Foreign Goods/Services, **if applicable.**
- * Technical Deviation schedule. This must be fully completed and submitted **only** where the tenderer proposes deviations.
- # SBD 6.1- Preference Points Claim Form.
- Copy of valid current SARS certificate **(prior to order/contract award)** Applicable for Foreign suppliers who are required to be tax compliant but have not submitted a CSD/eFiling PIN number.

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- # Valid supporting documents/proof of claim for Specific Goals.
- COIDA Letter of Good Standing **(prior to order/contract award)**.
- **CIDB certificate.
- Where applicable, Audited Financial Statements for the previous 18 months, or to the extent that such statements are not available, for the last year prior to contract award. **(prior to order/contract award)**.
- Valid B-BBEE certificate issued by a B-BBEE verification professional/sworn affidavit **(prior to order/contract award)**.

DELIVERY DETAILS

Delivery address	Eskom SOC Ltd Komati Power Station R35 Middelburg/Bethal Road Blinkpan	Delivery date	01 November 2025
Attention	Girly Mahlangu	Tel no	013 647 6816

DETAILED LIST OF ITEMS REQUIRED

Tenderer to insert its prices. Insert more lines if needed.

Tenderers must specify line-item prices where they submit prices for line items. If the tenderer does not intend to quote a price for one or more specific line items, this must be indicated by "no quote".

CHEMICAL NAME	QUANTITY	VOLUME/MASS	RATE	AMOUNT
Acetone	12	2.5L		
Acetyl Acetone	15	2.5L		
Aluminium ampoule	12	1L		
Citric Acid reagent	6	500 ml		
Amino acid F dilution reagent	9	500 ml		
Amino acid powder	9	500 ml		
Ammonium Molybdate salt	9	500 ml		
Ammonium Ferrous Sulphate	2 pack	2 pack		
Barium ampoule	2 of 1l	1l		

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Buffer 4	25	500ml		
Buffer 7	25	500ml		
Buffer 9	25	500ml		
Calcium ampoule	9	5 ampoule		
Chromium ampoule	12	5 ampoule		
Copper ampoule	12	5 ampoule		
Di-isopropylamine solution	12	2.5L		
DPD tablets boxes	150 pack	pack		
EDTA ampoule	9	1L		
Hydrochloric Acid solution 32%	9	2.5L		
Iron ampoule	3 of 1L	5 ampoule		
Lead ampoule	3 of 1L	5 ampoule		
Magnesium ampoule	4 of 1L	5 ampoule		
Manganese ampoule	9	1L		
Molybdate 3 reagent for silica	12	5L		
Nessler reagent	12	1L		
Nitric acid ampoule	10	5 ampoule		
Nitric Acid solution 65%	4	2.5L		
Ortho-phosphoric acid 85%	4	2.5L		
Na ampoule	9	1u		
Sulphuric acid	9	2.5L		
Sodium Hydroxide pellets 5kg	2	2.5L		
Tris(hydroxymethyl)aminomethane salt	4	1L		
TOTAL				

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Technical Deviations

- i. Are there any technical Deviations: Yes_____ | No ____
- ii. If “Yes” above, did you complete fully and submit the technical deviation form?
Yes_____ | No ____
- iii. Please note that if there are technical deviations and the technical deviation form has not been fully completed and submitted at RFQ closing deadline, your offer/tender will be deemed non-responsive and disqualified.


Tenderer to provide further details on technical deviations if these are applicable to the offer.

CIDB Registration number (if applicable)		CIDB Grade (if applicable)	
Warranty period		Prices fixed?	
Eskom's General Conditions of Purchase/NEC Contract accepted		Days/weeks for delivery duration	
Delivery offered		Have you quoted for delivery?	
Discount	Trade	Settlement	
Are you registered on the Eskom Vendor Database? Please indicate “yes” or “no” and provide a reason if not registered.			
Is the Integrity Pact Declaration signed and attached?			
Company Registration Number		B-BBEE level	

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Suppliers must comply with Eskom's Life Saving Rules while on Eskom site/Eskom property.

The supplier will be required to ensure that the following environmental requirements are complied with at all times while on Eskom site/Eskom property :

- Zero liquid effluent discharge.
- No chemicals will be dumped into the station drains or on the premises.
- No oil or waste will be dumped on an unauthorized area or unlicensed waste site.
- Asbestos will be handled and stored according to Asbestos Regulation R155 of 2002.
- No materials or waste will be burnt on site.
- Hazardous substances shall be handled and stored according to the Hazardous Substances Regulation GN1179 of 1995.
- Effluent shall not be discharged into public streams.

SIGNATORIES

The tenderer confirms that it has read and understands the Integrity Declaration Pact and that it undertakes to abide by the provisions thereof in any dealings it may have with Eskom. The tenderer confirms that the signed Integrity Declaration Form and SBD 4 (Bidders Declaration) have both been fully completed, signed and submitted as tender returnables by the stipulated deadlines.

Name of tenderer	
Full names of authorised signatory:	
Telephone Number:	
Fax number and email address	
Signature:	
Designation and capacity:	
Date:	

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