

 <b>Eskom</b>	<b>Report</b>	<b>Distribution and Transmission</b>
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Title: **TECHNICAL EVALUATION  
CRITERIA FOR MAINTENANCE  
INSPECTION AND  
SUPPLEMENTAL TREATMENT  
OF UTILITY WOOD POLES**

Unique Identifier: **240-170000680**

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Area of Applicability: **Engineering**


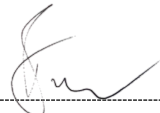
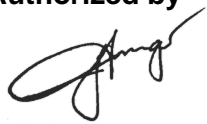
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## **1. Introduction**

This document is aimed at setting the standard technical evaluation criteria for evaluating maintenance inspection and supplemental treatment of utility wood poles tender submissions for Eskom Holdings SOC (Ltd).

## **2. Supporting clauses**

### **2.1 Scope**

The document contains mandatory technical requirements, functional evaluation criteria and the objective criteria for evaluating maintenance inspection and supplemental treatment of utility wood poles within Eskom Holdings SOC (Ltd).

#### **2.1.1 Purpose**

This document addresses the standard documented technical evaluation criteria to be used for evaluating tender submissions in line with Eskom Holdings SOC (Ltd) requirements.

#### **2.1.2 Applicability**

This document shall apply throughout Eskom Holdings Limited Divisions.

This report is applicable to all technical evaluations of the tender submissions for evaluating maintenance inspection and supplemental treatment of utility wood poles as per Eskom Holdings SOC (Ltd) requirements.

## **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] SANS 10324: Inspection and supplemental treatment of treated wood utility poles.
- [2] SANS 754: Eucalyptus poles, cross-arms and spacers for power distribution and communications systems.
- [3] SANS 753: Pine poles, cross-arms and spacers for power distribution and communications systems.
- [4] 240-133791951: Maintenance inspection and supplemental treatment of treated wood utility poles (task manual).
- [5] 32-1034: Procurement and supply management procedure.
- [6] ISO 9001: Quality Management Systems.
- [7] 240-61187283: Maintenance strategy for wood poles.
- [8] 32-345: Eskom Vehicle Safety Specification.

### **2.2.2 Informative**

None

## **2.3 Definitions**

### **2.3.1 General**

Definition	Description
<b>Submission</b>	The tender in accordance with the requirements of the enquiry

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Definition	Description
Technical evaluator	End-users, technical experts nominated by the end-user and Divisional technical functionaries with the necessary technical expertise.

### 2.3.2 Disclosure classification

**Controlled Disclosure:** the classification given to information that may be used by malicious/opposing/hostile elements to harm the objectives and functions of Eskom Holdings Limited.

## 2.4 Abbreviations

Abbreviation	Description
AWD	All wheel drive
CoE	Centre of Excellence
Dx	Distribution
HV	High Voltage
LV	Low Voltage
MV	Medium Voltage
NEC	New Engineering Contract
OHL	Overhead Lines
ORHVS	Operating Regulations for High Voltage Systems
SANS	South African National Standard
SC	Study Committee
TM	Task Manual

## 2.5 Roles and responsibilities

The Wood Pole Care Group shall ensure that this document is reviewed and current at all times.

In Distribution Division, Clusters shall ensure that this document is implemented for all future wood poles inspection transactions. In other divisions, the relevant business unit shall ensure that this document is implemented for all future wood poles inspection transactions.

## 2.6 Process for monitoring

Wood Poles Care Group is responsible for reviewing this document to ensure that it is up to date at all times.

## 2.7 Related/supporting documents

Task Manual 240-133791951: Maintenance inspection and supplemental treatment of treated wood utility poles [4].

## 3. Technical tender evaluation procedure

This document is specific to maintenance inspection and supplemental treatment of utility wood poles. The evaluation method has two main parts:

- Desktop evaluation, and
- Equipment and vehicle assessment.

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Eskom will perform a desktop evaluation and equipment assessments to assess the ability and readiness of the tenderer to provide the specified services to Eskom.

### **3.1 Desktop evaluation**

This evaluation exercise is performed by the Eskom evaluating representatives. This part of the evaluation starts when submissions are opened for the first time. The technical desktop evaluation will be evaluated as follows: the mandatory criteria and then proceeds to functional criteria as outlined in Annex A.

The Eskom assessment representatives will go through the details of the returnable submissions that are required and will ensure that mandatory / gatekeeper qualification criteria are met.

Only submissions that pass all mandatory / gatekeeper requirements will proceed to the functional criteria evaluation phase. Scoring for functional criteria will be assessed out of 100 points. A minimum final score of 80% will have to be met before proceeding to the next stage.

Shortfalls identified during the scoring evaluation must be resolved prior to contract recommendation stage. Eskom will notify the tendering company of the deficiencies and the tendering company will have 30 days to respond demonstrating the required actions have been addressed and there must be supporting evidence where required. This is only applicable to the tenderers who have achieved the minimum 80% Threshold.

Equipment and Tools list (presented in Annex C) is part of the tender returnable and will be used for the desktop evaluations.

### **3.2 Equipment and vehicle assessment**

This assessment will be performed to assess the tenderer's capability to enter into a contract with Eskom with respect to the provision of maintenance, inspection and supplemental treatment of utility wood poles.

The assessment will be performed by the Eskom representative/s only on tenderers who have passed desktop evaluation.

Annex B of this document will be used to assess vehicles and equipment.

#### **3.2.1 Scope**

Eskom procurement representative will arrange a scheduled assessment with the tenderer that has qualified for equipment and vehicle assessment. At the arranged Eskom premises, the Eskom assessment representative(s) will conduct the assessment through the use of Annexure B of this document.

Annex B is used to verify capability of the tenderer to provide the required service and compliance to the equipment specification and tender submission documents. At the end of this exercise, the Eskom assessment representative(s) will list all the deviations on the evaluation document. At the end of the assessment, Eskom representative/s and the Tenderer representatives will sign the assessment document which shall continue to be used for concluding the Technical Evaluation report.

#### **3.2.2 Assessment Purpose**

Assessments are performed as part of standard practice within Eskom to determine whether a tenderer has the capability and capacity to provide maintenance inspection and supplemental treatment of utility wood poles, from a business, technical and quality perspective. The assessment also confirms the tenderer's compliance to the equipment specification and tender submission documents. This section of this document is intended to formalise equipment and vehicle assessment procedure for the provision of maintenance inspection and supplemental treatment of utility wood poles.

### 3.2.3 Confidentiality

All information reviewed, observed, recorded during and reported as a result of this assessment will be treated as, and shall remain, confidential.

### 3.2.4 Equipment and Vehicle Assessment Methodology

The assessment will follow a documented tenderer capability and capacity assessment criteria as shown in Annex B. These criteria are intended to assess the technical capabilities of the tenderer to ensure that they meets the tender requirements.

Annex B will be scored out of 100 points with the minimum passing score being 80%.The tenderer that score less than 80% will not be evaluated further. The tenderer that meet the minimum threshold of 80% will be evaluated further. However, the tenderer that scores 80% or above will be given a formal notice and thereafter a period of thirty days to correct all shortcomings that are required to get them to a 100%.If the shortcomings are not corrected within the given time period, then the tenderer will be disqualified. . This means that any shortcomings need to be rectified prior to contract award.

## 4. Authorisation

This document has been seen and accepted by:

Name and surname	Designation
Bruce McLaren	Dx Engineering CoE – MV Lines
Pako Meruti	Engineer – Distribution Engineering CoE
Mfundu Songo	Senior Manager – Distribution Technology & Engineering

## 5. Revisions

Date	Rev	Compiler	Remarks
Nov 2021	1	P. Meruti	New Document number change to a report Document revised to align with the latest Task Manual: 240-133791951 [4]
June 2022	2	P. Meruti	Mandatory technical requirement 1.1.4 removed
August 2022	3	P. Meruti	Scoring criteria amended
March 2023	4	P. Meruti	Removed mandatory technical requirement 1.1.2 Moved the mandatory technical requirement 1.1.3 to scoring criteria Removed mandatory technical requirement 1.1.5 Removed The Technical Schedule A & B Added The Equipment and tools List Updated Equipment and Vehicle assessment criteria Made Mandatory and scoring criteria as well as Equipment and vehicle assessment much clearer.

## 6. Development team

The following people were involved in the development of this document:

- P. Meruti Dx Engineering CoE
- Q. Lolwana LimLanga Cluster
- M. Rashid Central East Cluster
- D. De Goede Cape Costal Cluster
- K. Moodley Gauteng Cluster
- M. Metebe Gemma Cluster
- R. Kodi Design Base and Operating Unit Support

## 7. Acknowledgements

S. Behari

Y. Hadden

**Annex A – Technical evaluation criteria for desktop evaluation (mandatory and scoring)**

Specifications Referred to	SANS 10324:2007, TM: 240-133791951
Voltage Class Referred to	LV, MV and HV

Mandatory (Compulsory) Technical Requirements		
Criteria and returnable	Compliance Required	Qualification Criteria
<p><b>1.1.1 Criterion:</b> Does each inspector (minimum of two inspectors) have a valid inspection competency training from a training institution that uses the latest revision of Task Manual -240-133791951: Maintenance inspection and supplemental treatment of treated wood utility poles for their training material?</p> <p><b>Returnable:</b> Tenderer to submit valid certified copies of the above certificate for each inspector.</p> <ul style="list-style-type: none"> <li>Copies of certificates must be certified by a commissioner of oaths; the commissioning must be clearly legible, and the commissioning date must not be older than three months prior to the tender closing date.</li> <li>Certificates that have expired prior to tender closing date will not be accepted as valid.</li> </ul> <p>If inspectors have attended the training and have successfully passed, however, the certificates are not available at the time of tender submission, then supply a letter from a training institution confirming the following:</p> <ul style="list-style-type: none"> <li>The letter must be on the training institution letterhead</li> <li>The inspector's name and ID number and the name of the employing company</li> <li>Achievement of modules against the Task Manual -240-133791951</li> <li>The assessment mark achieved by the inspector</li> <li>The pass mark for the training assessment</li> <li>Confirmation that the inspector met the minimum competency requirement and will be receiving the certificate from the training institution</li> <li>The expiry date of certificate</li> <li>The letter must include the training institution authorised representative name, signature and contact details.</li> </ul> <p>PLEASE NOTE THAT SUPPLYING NO CERTIFICATE OR NO LETTER WILL LEAD TO IMMEDIATE DISQUALIFICATION.</p>	Yes	Mandatory
<p><b>1.1.2 Criterion:</b> Is your supplier of the chemical used for supplemental treatment of wood poles, registered with the Department of Agriculture? For the supply of Paste/ Gel Wrap - for external treatment and Preservative boron rods - for internal treatment.</p> <p><b>Returnable:</b> Tenderer to submit a proof in terms of an official letter/certificate from your chemical supplier stating that the chemical used is registered with the Department of Agriculture.</p> <p>PLEASE NOTE THAT SUPPLYING NO LETTER/CERTIFICATE WILL LEAD TO IMMEDIATE DISQUALIFICATION.</p>	Yes	Mandatory
<p><b>1.1.3 Criterion:</b> Is the Equipment and Tools List completely filled out?</p> <p><b>Returnable:</b> Tenderer to submit a fully completed Equipment and Tools List</p> <ul style="list-style-type: none"> <li>Equipment and Tools List is in Annex C of this Document</li> </ul>		



FAILURE TO SUBMIT THE FULLY COMPLETED EQUIPMENT AND TOOLS LIST WILL LEAD TO IMMEDIATE DISQUALIFICATION		
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Scoring/Rating (only submission that passes Mandatory gatekeepers)		
<b>2.1 Technical Training competency – weight 20 points</b>		
Activity	Weight	Score
<p><b>2.1.1 Criterion:</b> Has each certified inspector (as submitted in the mandatory requirements 1.1.1) completed <b>ALL</b> of the following modules of the Operating Regulations for High Voltage Systems (ORHVS) from Eskom or external accredited training provider?</p> <ul style="list-style-type: none"> <li>The list of external accredited training providers can be obtained by sending a request for the list to <a href="mailto:facilitators@eskom.co.za">facilitators@eskom.co.za</a></li> <li>ORHVS HVA 001 HV Environment and Regulations awareness</li> <li>ORHVS HVO 01 Access</li> <li>ORHVS HVO 02 Responsible Person</li> </ul> <p><b>Returnable:</b> Tenderer to submit valid certified copies of the above training certificates for each inspector.</p> <ul style="list-style-type: none"> <li>Copies of certificates must be certified by a commissioner of oaths; the commissioning must be clearly legible, and the commissioning date must not be older than three months prior to the tender closing date.</li> <li>Certificates that have expired prior to tender closing date will not be accepted as valid.</li> </ul> <p>If inspector/s have attended the training and have successfully passed, however, the certificates are not available at the time of tender submission, then supply a letter from the training institution confirming the following:</p> <ul style="list-style-type: none"> <li>The letter must be on the training institution letterhead</li> <li>The inspector's name and ID number and the name of the employing company</li> <li>Confirmation of modules achieved</li> <li>The assessment mark achieved by the inspector</li> <li>The pass mark for the training assessment</li> <li>Confirmation that the inspector met the minimum competency requirement and will be receiving the certificate from the training institution</li> <li>The expiry date of certificate</li> <li>The letter must include the training institution authorised representative name, signature and contact details</li> </ul>	20	<p>0 – No or no answer 10 – for 1 valid certificate 20 – for 2 valid certificates</p>
<b>2.2 Vehicle Requirements – weight 10 points</b>		
<p><b>2.2.1 Criterion:</b> Are suitable vehicles (4x4, 4x2 or AWD) available to carry out the allocated inspections and treatment of wood poles in all types of terrain? (In terms of transporting equipment and people).</p> <p><b>Requirement:</b> A minimum of two vehicles</p> <p><b>Returnable:</b> Tenderer to submit ownership document/s (vehicles to be registered in the name of the tendering company or in the name of the director/ member/ shareholder of the tendering company</p> <p>OR</p>	10	<p>0 – No or no answer 5 – for 1 compliant vehicle 10 – for 2 compliant vehicles</p>

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Rental agreement on the letterhead from a bonafide rental company. The letter must indicate the number and type of vehicles available for hire		
<b>2.3 Equipment and Tools – weight 60 points</b>		
<p><b>Criterion:</b> Ownership or hiring (hiring applicable only to <b>2.3.1</b> and <b>2.3.3</b>) of equipment and tools listed below</p> <p><b>Requirement:</b> A minimum of two items each for equipment or tools listed from <b>2.3.1</b> to <b>2.3.5</b></p> <p><b>Returnable:</b> Tenderer to submit the fully completed and signed equipment and tools list (refer to annex C for template of equipment and tools list to be completed and submitted) for the following equipment and tools:</p> <ul style="list-style-type: none"> <li>Equipment and tools list to be signed by the authorised tenderer's representative</li> </ul> <p><b>2.3.1</b> Electronic recording device with a GPS function and capable of loading the latest Eskom data dictionary. (minimum of two recording device required in order to obtain a full score)</p> <ul style="list-style-type: none"> <li>If hired, the tenderer must submit the rental agreement on the letterhead from a bonafide rental company. The letter must indicate the number and device description available for hire.</li> </ul> <p><b>2.3.2</b> All hand tools (minimum of two required per item in order to obtain a full score)</p> <ul style="list-style-type: none"> <li>shovels,</li> <li>picks,</li> <li>hammers,</li> <li>minimum 10kg stamper,</li> <li>pliers,</li> <li>shell gauges,</li> <li>diameter tapes</li> <li>check scrapers</li> <li>full set of 6mm number &amp; letter punches</li> <li>Paint brushes</li> </ul> <p><b>2.3.3</b> Minimum of 2 petrol powered drilling machines (with spares of 12 mm diameter drill bits, which are at least 300 mm long)</p> <ul style="list-style-type: none"> <li>If hired, the tenderer must submit the rental agreement on the letterhead from a bonafide rental company. The letter must indicate the number and drilling machine description available for hire.</li> </ul> <p><b>2.3.4</b> Minimum of 2 First aid kits</p> <p><b>2.3.5</b> Minimum of 2 Fire extinguishers</p>	<p>10</p> <p>2</p> <p>2</p> <p>2</p> <p>2</p> <p>2</p> <p>2</p> <p>2</p> <p>2</p> <p>2</p> <p>10</p> <p>10</p> <p>10</p>	<p>0 – No or no answer 5 – for 1 compliant recording device 10 – for 2 compliant recording devices</p> <p>0 – No or no answer 1 – for 1 compliant tool 2 – for 2 compliant tools (total points for 2.3.2 is 20)</p> <p>0 – No or no answer 5 – for 1 compliant drilling machine 10 – for 2 compliant drilling machines</p> <p>0 – No or no answer 5 – for 1 compliant First aid kit 10 – for 2 compliant First aid kits</p> <p>0 – No or no answer 5 – for 1 compliant Fire extinguisher 10 – for 2 compliant Fire extinguishers</p>

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<b>2.4 Handling and application of Chemicals (boron rods and gel/paste wrap) used to treat poles – weight 10 points</b>		
<p><b>2.4.1 Criterion:</b> Training requirements for handling and application of Chemicals used to treat wood poles</p> <p><b>Returnable:</b> Tenderer to submit valid certified copies of certificates (for a minimum of 2 inspectors) of the training for the handling and application of these chemicals.</p> <ul style="list-style-type: none"><li>Copies of certificates must be certified by a commissioner of oaths; the commissioning must be clearly legible, and the commissioning date must not be older than three months prior to the tender closing date.</li><li>Certificates that have expired prior to tender closing date will not be accepted as valid.</li></ul>	10	<p>0 – No or no answer 5 – for 1 training certificate 10 – for 2 training certificates</p>

**Annex B – Equipment and vehicle assessment criteria**

No:	Question	Max Score	Criteria	Evidence and comments
<b>1</b>	<b>Equipment and tools Requirements (minimum of 2 of each of equipment and tool is required)</b>	<b>70</b>	<b>XXX</b>	<b>XXX</b>
<b>1.1</b>	Are check Scrapers (sharp triangular instruments used to externally probe the outside layer of the pole) identified?	10	If 2 check Scrapers are identified, 10 points awarded. If only 1 check Scraper is identified, 5 points awarded. If not identified, 0 points awarded.	
<b>1.2</b>	Are petrol fuelled drilling machines used to drill inspection and treatment holes on the poles identified?	15	If 2 drilling machines are identified, 15 points awarded. If only 1 drilling machine is identified, 7.5 points awarded. If not identified, 0 points awarded.  (In the case of hiring, points will be awarded if the rental agreement is available at the time of assessment)	
<b>1.3</b>	Are twist type or auger type drill bits consisting of a long shank with a maximum cutting diameter of 12 mm, capable of drilling a hole at least 300 mm deep identified?	10	If 2 drill bits are identified, 10 points awarded. If only 1 drill bit is identified, 5 points awarded. If not identified, 0 points awarded.	
<b>1.4</b>	Are Shell Thickness Indicators (A tool that is designed specifically to extract wood fibre from the holes drilled, to probe for decay and insect attack and that shall be graduated in centimetres to measure the remaining shell thickness) identified?	10	If 2 Shell Thickness Indicators are identified, 10 points awarded. If only 1 Shell Thickness Indicator is identified, 5 points awarded. If not identified, 0 points awarded.	

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<b>No:</b>	<b>Question</b>	<b>Max Score</b>	<b>Criteria</b>	<b>Evidence and comments</b>
<b>1.5</b>	Are hand Compactors/ stampers used for compaction weighing not less than 10 kg identified?	10	If 2 hand compactors/ stampers are identified, 10 points awarded. If only 1 hand I compactor/ stamper is identified, 5 points awarded. If not identified, 0 points awarded.	
<b>1.6</b>	Are handheld recording devices that have GPS coordinate recording capability and the ability to load the latest Eskom data dictionary for reporting purposes identified?	15	If 2 recording devices are identified, 15 points awarded. If only 1 recording device is identified, 7.5 points awarded. If not identified, 0 points awarded.  (In the case of hiring, points will be awarded if the rental agreement is available at the time of assessment)	
<b>2</b>	<b>Vehicle Requirements (minimum of 2 vehicles required)</b>	<b>30</b>	<b>XXX</b>	<b>XXX</b>
<b>2.1</b>	Do the vehicles used for carrying out the inspection and treatment of wood poles meet the Eskom basic vehicle-related requirements as per 32-345: Eskom Vehicle Safety Specification [8]?	15	If 2 vehicles are identified, 15 points awarded. If only 1 vehicle is identified, 7.5 points awarded. If not identified, 0 points awarded. (In the case of hiring, points will be awarded if the requirements of 2.2 are met)	
<b>2.2</b>	Provide proof of ownership in the form of a logbook registered in the company's name or the owner of the company's name. In case of a rental vehicle, the rental agreement shall be provided from bona-fide rental company.	15	If 2 documents are identified, 15 points awarded. If only 1 document is identified, 7.5 points awarded. If not identified, 0 points awarded.	

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### Annex C– Equipment and tools list (Page 1 of 2)

Tendering Company Name: \_\_\_\_\_

No	Criteria	<u>Requirement:</u> Minimum of 2 required Quantity	Tick Appropriate Box	
			OWNED	HIRED
1	Electronic recording device with a GPS function			
2	Petrol powered drilling machines			
3	Picks		✓	N/A
4	Hammers		✓	N/A
5	Hand compactors/ stampers weighing no less than 10kg		✓	N/A
6	Pliers		✓	N/A
7	Shell thickness indicators (shell gauges)		✓	N/A
8	Shovels		✓	N/A
9	Check scrapers		✓	N/A
10	Full set of 6 mm number & letter punches		✓	N/A
11	Paint brushes		✓	N/A
12	Diameter tapes		✓	N/A
13	12 mm twist type or auger type drill bits, which are at least 300 mm long		✓	N/A
14	First aid kits		✓	N/A

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No	Criteria	<u>Requirement:</u> Minimum of 2 required Quantity	Tick Appropriate Box	
			OWNED	HIRED
15	Fire extinguishers		✓	N/A

**NOTE:** The ticks (✓) reflected under the owned column indicate that the respective items **MUST** be owned by the tendering company and cannot be hired.

**DECLARATION:** I hereby confirm that the equipment and tools list above is a true reflection of the equipment and tools owned or hired by my Company.

I will also ensure that all equipment and tools will be enough to cater for multiple full teams and equipment and tools that require calibration will have valid calibration certificates before the execution of work.

**Signed:** \_\_\_\_\_ (Authorized Tendering Company Rep)

**Date:** \_\_\_\_\_

**Rep Name:** \_\_\_\_\_

**Tendering Company:** \_\_\_\_\_

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