

	<b>Report</b>	<b>Technology</b>
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Title: **TECHNICAL EVALUATION  
CRITERIA FOR SMART METER  
INSTALLATIONS IN GAUTENG  
CLUSTER**

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<b>Compiled by</b>  .....	<b>Functional Responsibility</b>  .....	<b>Authorised by</b>  .....
<b>Stephen Nkwane</b> <b>Network Engineering &amp; Design Manager</b>	<b>Johan van Staden</b> <b>Standards Implementation Manager</b>	<b>Paul Segwe</b> <b>Project Execution</b>
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## CONTENTS

<b>1. INTRODUCTION .....</b>	<b>3</b>
<b>2. SUPPORTING CLAUSES .....</b>	<b>3</b>
2.1 SCOPE .....	3
2.2 PURPOSE .....	3
2.3 APPLICABILITY .....	3
2.4 NORMATIVE / INFORMATIVE REFERENCES .....	3
2.5 DEFINITIONS .....	4
2.6 ABBREVIATIONS .....	4
<b>3. STAGE 2: FUNCTIONAL CRITERIA AND RETURNABLE .....</b>	<b>7</b>
<b>VEHICLE REQUIREMENTS .....</b>	<b>12</b>
<b>INFORMATIONAL EVIDENCE .....</b>	<b>ERROR! BOOKMARK NOT DEFINED.</b>
<b>4. AUTHORISATION .....</b>	<b>13</b>
<b>5. REVISIONS .....</b>	<b>13</b>
<b>6. DEVELOPMENT TEAM .....</b>	<b>13</b>
<b>7. ACKNOWLEDGEMENTS .....</b>	<b>13</b>
<b>8. ANNEXURE A: LINESMAN REGISTER .....</b>	<b>14</b>
<b>9. ANNEXURE B: AFFIDAVIT CONFIRMING EMPLOYMENT OF RESOURCE .....</b>	<b>15</b>
<b>10. ANNEXURE C: VEHICLE REGISTER .....</b>	<b>17</b>
<b>11. ANNEXURE D: TOOL AND EQUIPMENT LIST .....</b>	<b>18</b>
<b>12. ANNEXURE E: PROJECT EXPERIENCE TEMPLATE .....</b>	<b>20</b>
<b>13. ANNEXURE F: PORTFOLIO OF EVIDENCE .....</b>	<b>21</b>

## **1. INTRODUCTION**

This document outlines the Technical Evaluation Criteria (TEC) applied by the Technical Evaluation Team (TET) within the Gauteng Cluster (GC). The criteria set out in this document describes the guiding framework used to assess contractor submissions in response to the Smart Meter Installations Panel Contract Enquiry. The aim is to ensure that only capable and compliant service providers (or contractors) are shortlisted to form part of the Panel of Contractors (PoC), to maintain consistently and reliable level of service delivery.

### **Functionality**

Functionality will be evaluated on a total weight of 100% with a minimum requirement threshold of 85% for selection.

## **2. SUPPORTING CLAUSES**

### **2.1 SCOPE**

The document covers the requirements for both the desktop and site technical evaluations, if required in specific cases. The desktop evaluation will assess element such as skills, experience, vehicles, and tools & equipment requirements to determine compliance to the competency requirements for tenderers of the Smart Meter Installation Service contract. In certain cases where a site evaluation is necessary, the evidence submitted in the tender for skills, vehicles, tools & equipment and other objective documents / requirements will be assessed.

### **2.2 PURPOSE**

The aim of this document is to set out the criteria and procedure adhered to in evaluating submission for Smart Meter Installation Projects. The process endeavours to establish 'value for money' in contractual service agreements. The purpose of the criteria is to ensure the evaluation is conducted in a fair and transparent manner.

### **2.3 APPLICABILITY**

This document shall apply to the Gauteng 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] Eskom Guideline 240: 70413681 (Portfolio of Evidence for Authorisation)
- [3] QM 58 – Supplier Contract Quality Requirements Specifications

## 2.4.2 Informative

N/A

## 2.5 DEFINITIONS

### 2.5.1 General

Definition	Description
<b>Tender</b>	Refers to a written or virtual competitive offer, quotation, proposal or expression of interest made by a Supplier, in a prescribed form according to the enquiry, in response to an enquiry for the provision of assets, goods, works or services, and/or Investment Recoveries.
<b>Functional Mandatory Criteria</b>	Functional mandatory criteria are 'must meet' criteria. These criteria shall not be weighted or point scored, but shall be assessed on a Yes/No basis as to whether or not the criteria are met. An assessment of 'No' against any criterion shall technically disqualify the tenderer and shall not be further evaluated against Functional Criteria.
<b>Functional Criteria</b>	Tenderers meeting the Mandatory Evaluation Criteria will be evaluated against the Functional Evaluation Criteria in order to allocate an evaluation result (score). Submissions achieving a score meeting or exceeding the define threshold will be considered further.
<b>Functional Criteria Returnable</b>	Items stipulated in the Functional Criteria, defined as mandatory and functional, to be submitted as part of the functional submission. It is also known as evidence.
<b>Other Evidence</b>	Additional evidence required either during tender stage or contract award stage which is not scored and will not affect the final score allocated to the submission.

### 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
OU	Operating Unit
QM 58	Supplier Contract Quality Requirements Specification
SI	Standards Implementation Department
DoL	Department of Labour
EAL	Eskom Academy of Learning
USB	Universal Serial Bus

**CONTROLLED DISCLOSURE**

### **3. TECHNICAL STRATEGY**

The evaluation strategy and supporting criteria described in the following sections will be used to evaluate qualifying tenderers.

The technical evaluation process will follow a chronological order which will start with **Stage 1**, namely **Mandatory Requirements**. If all Stage 1 requirements have been satisfied then the evaluation will proceed to **Stage 2**, which is the evaluation of the predefined **Functional Requirements**.

All functional criteria will be scored and a threshold will be set for Stage 2. If the Stage 2 threshold is met, then the qualifying tenderers will be processed further for selection. Stage 3 will include authorization to be assessed at contract award stage.

**Ranking:** All submissions will be ranked from highest score to lowest score (functional score). The submissions that meet the functionality threshold of 85% will be considered for selection.

#### **CONTRACT AWARD CONSIDERATIONS:**

- a) Contractors will be required to obtain (GOU MV Outcome 3 and GOU LV Switching) prior to contract award. Contractors that fail to obtain this authorization within a period of three months will be disqualified. The next contractor on the evaluation list will then replace the contractor that failed to obtain the authorization.
- b) All contractors that have GOU MV outcome 3 and GOU LV Switching will be required to renew authorizations that expire after contract award prior to the allocation of work. Work will not be allocated to Contractors that do not have the required authorizations for the task.
- c) Contractors will be required to obtain the required SMART Meter training if not already trained.

#### **STAGE 1: MANDATORY CRITERIA AND RETURNABLE**

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

**The following evidence must be submitted at tender stage.**

Note: The tenderer is required to demonstrate a minimum of 2 LV Line Construction trained resources and a minimum of 2 LV Underground cable jointing and termination trained resources at Stage 1 in order to proceed. This is set as only one of the criteria to achieve the Mandatory requirements. Further Mandatory requirements are stated in the table 1 below.

**If the Mandatory requirements are not met then the evaluation will not proceed further.**

**If the Mandatory requirements are met then the evidence will be used for scoring in the Functional evaluation.**

<b>Table 1: Mandatory Requirements</b>				
<b>No</b>	<b>Requirement</b>	<b>Returnable</b>	<b>Notes</b>	<b>Minimum</b>
1	Employment of LV Line Construction Resources	MV (ELW011 to ELW012) Training certificate per resource from EAL or Accredited External Training Facility or Line Mechanic Qualification (Line Construction) to demonstrate compliant training	<b>Certificate:</b> This evidence is for a resource that has done only the LV Training OR has completed the combined MV & LV training. The LV training will be allocated accordingly to the criteria below.	2 Training certificate
		An affidavit per employee, in the template provided (see <b>Annexure B</b> ), completed by the resources named on the certificates and certified by a Commissioner of Oaths.	<b>Affidavit:</b> The affidavit template provided must be used as the returnable. This affidavit will be used as confirmation of employment of the resources named on the certificates, at the tendering company during the tender period. This affidavit will be used for the evidence below where the resource also holds the LV training.	2 Affidavits
		A completed linesmen register as per <b>Annexure A</b> (excel completed copy)	<b>Register:</b> Complete the soft copy of the linesman register provided	1 completed soft copy
3	Vehicle Register	<b>Completed and signed</b> Vehicle Register in the required template (see template in <b>Annexure C</b> )	<b>Important note:</b> If the vehicle register is not signed, it will not be accepted as valid evidence. Proof of Ownership should be submitted. Any tempered or fraudulent documents will not be accepted.	1 Bakkie, 1 truck with Crane (Bucket option) and 1 vehicle to transport staff should be owned by the tendering company
4	Tools Register	<b>Completed and signed</b> Tools Register in the required template (see template in <b>Annexure D</b> )	<b>Important note:</b> If the tool register is not signed, it will not be accepted as valid evidence	All tools as per table 4
5	Registration with department of labour	Certified and Valid copy of company registration as an electrical contractor with department of labour.	Registration for single phase only will be accepted	1 Certificate
6	Proof of Responsible person	Certified and Valid copy of Operating Regulations for High Voltage Systems (ORHVS)	Eskom Authorisations reflecting the company name will also be accepted as proof.	1 Certificate
7	SMART meter Prepayment Training	Smart Meter training certificate from the accredited service provider	Resource that has completed the Smart metering installation training	1 Certificate

\*Note 1:

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1. "Line Construction Resources" refers strictly to resources employed in the tendering company that have achieved the required, accredited training on the subject.
2. The training curriculum will be evaluated against the following requirements:
  - a. LV Line Construction modules to have been achieved will be modules ELW011 and ELW012
  - b. Electrical Line Mechanic achieved under SAQA Qual ID 91781 or QCTO, in full or in part where the part qualification is for LV Power Line Construction Practitioners.
  - c. RPL Assessments as follows: Line Construction RPL Assessment offered by Eskom EAL or accredited training service providers.
3. The above stated training may only be achieved through accredited training offered by the following accredited training providers:
  - a. Eskom Training Facilities (EAL)
  - b. QCTO accredited Electrical Line Mechanic providers, or providers of the SAQA accredited training.
4. The names and ID numbers of the resources on the register are to match the names and ID numbers on all valid, compliant Line Construction certificates.

## **STAGE 2: FUNCTIONAL CRITERIA AND RETURNABLE**

The following evidence must be submitted at tender stage.

The evidence will be assessed and scores will be allocated accordingly.

Note that the criterion does not represent the full extent of training, tools and equipment required for the execution of an Electrification project scope. The full requirements must be fulfilled if a task order is awarded. The tools listed represent a sub-set of the standard tools required. Specialized tools (e.g. 100T press, heavy conductor tools, cable tools, footplates etc.) are not included in the mandatory evidence.

**The Minimum Threshold is set at 85%.**

**Copies of all training certificates and affidavits shall be submitted. The copies shall be certified by a Commissioner of Oaths (with signature and date not older than three months from the date of tender close).**

The functional criteria will consist of 3 main sections and each section will be weighted as per the table 2 below:

<b>Table 2. Summary of functional criteria sections and weighting</b>		
<b>No.</b>	<b>Description</b>	<b>Weights</b>
1	Skills and Training	60%
2	Tools and equipment	20%
3	Vehicles	20%

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**CONTROLLED DISCLOSURE**

## SKILLS AND TRAINING REQUIREMENTS

**Table 4: Skills and Competency Requirements**

<b>Table 3: Functional Requirements, Skills and Training</b>					
No	Requirement	Returnable	Notes	Minimum	Weight
1	Employment of LV Line Construction Resources	LV (ELW011 to ELW012) Training certificate per resource from EAL or Accredited External Training Facility or Line Mechanic Qualification (Line Construction) to demonstrate compliant training	<b>Certificate:</b> This evidence is for a resource that has done only the MV Training OR has completed the combined MV & LV training. The LV training will be allocated accordingly to the criteria below.	2 Training certificate	Total = 20%
		An affidavit per employee, in the template provided ( <b>see Annexure B</b> ), completed by the resources named on the certificates and certified by a Commissioner of Oaths.	<b>Affidavit:</b> The affidavit template provided must be used as the returnable. This affidavit will be used as confirmation of employment of the resources named on the certificates, at the tendering company during the tender period. This affidavit will be used for the evidence below where the resource also holds the LV training.	2 Affidavits	This resource excludes the two resources required at mandatory requirement
		A completed linesmen register as per <b>Annexure A</b> (excel completed copy)	<b>Register:</b> Complete the soft copy of the linesman register provided	1 completed copy	Resources submitted at mandatory will not be counted
2	Employment of LV Cable and Jointing and termination Resources	LV Cable Jointing and Termination training. Must be certified by commissioner of oath with signature and date. The certificate must be valid at the time of tender closure	Certificate: This evidence is for a resource of LV Cable Jointing and Termination training. Training certificate per resource from accredited External Training Facility.	2 Training Certificates	Total = 10%

		An affidavit per employee, in the template provided (see Annexure B), completed by the resources named on the certificates and certified by a Commissioner of Oaths.	Affidavit: The affidavit template provided must be used as the returnable. This affidavit will be used as confirmation of employment of the resources named on the certificates at the tendering company during the tender period.	2 Affidavits	Each resource will score 5%, maximum 2 resources
		A completed linesman register as per Annexure A	Complete a copy of the linesman register provided on Annexure A	1 completed copy	
3	Truck Mounted Crane Operators	Training certificates or permit demonstrating operator training for cranes mounted on a truck (e.g. C32 or F32) (employed by the tendering company) or proof of hiring of operator when hiring the crane truck	If the Crane Truck in the vehicle evidence is hired from a Bona Fide hiring company, an operator may be hired with the crane. The hiring letter must clearly state the number of truck mounted crane operators available for hire. The certified copies of training certificates of hired operators must be submitted.	Maximum = 2	2.5% per resource And Total 5%
5	Authorisations (LV OR 001)	A copy of the Authorisation (LV OR 001) certificate issued by Eskom GOU OR	<b>LV Authorisation:</b> Authorization as per ORHVS and relevant Eskom Standards. The Authorization must be for LV or 001. The Authorization must be valid i.e. not expired as at the date of the tender closing. Only GOU Authorisations will be accepted	Maximum = 1	Total = 10%
		All certificates required as Per Portfolio Of Evidence (POE) Table on <b>Annexure F</b>	<b>Pre Authorisation requirements:</b> All documentation required as per POE. All this certificates are listed on table on <b>Annexure F</b>		
6	Company Experience with execution of MV & LV Projects	Completed project experience template (see <b>Annexure E</b> ), showing a maximum of 3 projects completed.	The projects listed on the returnable must demonstrate the completion of projects that align with the scope and definition of MV and LV Line Construction for Reticulation or Electrification projects.	Maximum = 3	Total = 15%

## TOOLS AND EQUIPMENT REQUIREMENTS

- a) The criteria (i.e. the list of tools and equipment requirements) are stated in the table 4 below.
- b) The requirement is to demonstrate access to the listed tools and equipment either through ownership or hiring.
- c) The returnable will be as follows:
  - o Return a **COMPLETED AND SIGNED** Tools and Equipment list (see Annexure D) which includes all items stated in the table below, indicating on the submission if the item is owned or being hired.
  - o **AND** if the item is being hired then for proof of hiring is required. Include a letter from a hiring company stating the items that are being hired (i.e. all items in the table or the specific items that are being hired). The letter issued will only be accepted if it is issued from a recognized tool hiring companies or suppliers; letters from Construction Companies will not be accepted. The hiring letter shall be signed by the lessor (hiring company representative).
  - o **All hired tools will be allocated 0.4% which is a half point of 0.8%. all owned tools will receive a maximum of 0.8% per tool.**

**Important note: If the tool list is not signed, it will not be accepted as valid evidence.**

TABLE 4. FUNCTIONAL CRITERIA AND RETURNABLE – TOOLS AND EQUIPMENT			
No	Criteria	Returnable	Weight
1	Drilling machine	Tool list to indicate to indicate owned or Hired. If hired a Bona Fide letter should be attached	Total 20% 0.8% per tool
2	Compactor mechanical/hand		
3	Wood augers hand/electrical/petrol		
4	Conductor MV & LV roll out blocks		
5	Hand line/rope		
6	Multi-meter		
7	Phase Rotation Tester		
8	Earth resistance tester		
9	Earth leakage tester		
10	Polarity tester		
11	Crimping Tools 4PI MV		
12	Hex Crimping Tool LV		
13	Dynamometer		
14	Lever /Ratchet hoists		
15	Come alongs (for stay wire & phase conductor)		
16	Come alongs (for LV ABC)		
17	Nylon/Chain slings		
18	Climbing shoes (pairs)		
19	DCP tester		
20	Barricading for trenches and excavations		
21	Road traffic signage		
22	Hand excavation tools		
23	Mechanical excavator (machine)		
24	General toolbox		
25	Trimble for GPS and Data		

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## VEHICLE REQUIREMENTS

- a) The criteria (i.e. the list of vehicle requirements) are stated in the table 5 below.
- b) The requirement is to demonstrate access to the listed vehicles either through ownership or hiring.
- c) The returnable will be as follows:
  - i) Return a **COMPLETED AND SIGNED** Vehicle List in Annexure C which includes all items stated in the table below, indicating on the submission if the vehicle is **owned** or being **hired**;
  - ii) Vehicles indicated as Owned will need to be further substantiated by providing the Vehicle Owner's information and position in the tendering company. If the vehicle owner does not hold a position in the company then the vehicle will not be considered "owned" and points will be deducted accordingly; and
  - iii) If the vehicle is being hired then for proof of hiring is required. Include a letter from a hiring company stating the items that are being hired (i.e. all items in the table or the specific items that are being hired). The letter issued will only be accepted if it is issued from a recognized vehicle hiring companies or suppliers; letters from Construction Companies will not be accepted. The hiring letter shall be signed by the lessor (hiring company representative).

**Important note: If the vehicle register is not signed, it will not be accepted as valid evidence.**

**Table 5 : Functional Criteria VEHICLE Requirements**

No	Requirement	Returnable	Maximum	Weight
1	Bakkies	Proof of ownership on Vehicle List Hire Letter from Bona Fide hiring company to be included if hired.	4 Bakkie	Total = 10% Each = 2.5%
2	Truck Mounted Crane	Proof of ownership on Vehicle List Hire Letter from Bona Fide hiring company to be included if hired.	2 Truck mounted Crane	Total = 6% Each = 3%
3	Vehicle to Transport Staff	Proof of ownership on Vehicle List Hire Letter from Bona Fide hiring company to be included if hired.	2 Vehicle to Transport Staff	Total = 2% Each = 1%
4	Truck with Rock Drilling Machine (for pole and stay holes) (or standalone rock drilling machine)	Vehicle Mounted Proof of ownership on Vehicle List Hire Letter from Bona Fide hiring company to be included if hired. For Standalone ownership or hire letter from Bona Fide company to be included	1 Truck with Rock Drilling Machine	Total = 1% Each = 1%
5	TLB	Proof of ownership on Vehicle List Hire Letter from Bona Fide hiring company to be included if hired.	1 TLB	Total = 1% Each = 1%

#### 4. AUTHORISATION

This document has been seen and accepted by:

<b>Name &amp; Surname</b>	<b>Designation</b>
Stephen Nkwane	Manager NED Gauteng Cluster
Masithembe Ngcwama	Senior Technician SI Gauteng Cluster
Sandisiwe Mtshaulana	Engineer SI Gauteng Cluster

#### 5. REVISIONS

<b>Date</b>	<b>Revision</b>	<b>Compiler</b>	<b>Remarks</b>
October 2025	0	RS Nkwane	

#### 6. DEVELOPMENT TEAM

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

- Stephen Nkwane
- Masithembe Ngcwama

#### 7. ACKNOWLEDGEMENTS

None

**8. ANNEXURE A: LINESMAN REGISTER**

A	B	C	D	E	F
No.	Full Name	ID Number	Training Course/ELW Modules	Training Facility	Currently Employed at Tendering Company with Affidavit as Proof (Y / N)
<i>E.G</i>	<i>First Name Last Name</i>	<i>1234567890123</i>	<i>MV / ELW 002 - 010</i>	<i>TET</i>	<i>Y</i>
1					
2					
3					
4					
5					
6					

**Signed:** \_\_\_\_\_ (Company Rep)      **Date:** \_\_\_\_\_

**Rep Name:** \_\_\_\_\_      **Tendering Company:** \_\_\_\_\_

**9. ANNEXURE B: AFFIDAVIT CONFIRMING EMPLOYMENT OF RESOURCE**

I, \_\_\_\_\_ (full names),

ID Number: \_\_\_\_\_, hereby confirm that I am currently employed as (tick all where appropriate):

Accredited LV Line Construction Resource

Eskom Authorized Person (LV)

at \_\_\_\_\_ (Tendering Company Name).

I solemnly declare that all the information contained herein is true.

**Signature of Employee:** \_\_\_\_\_

**Sworn to/Affirmed before me at** \_\_\_\_\_

on this the \_\_\_\_\_ day of \_\_\_\_\_ (month & year).

**Commissioner of Oaths/Justice of Peace:**

.....(Commissioner's stamp, with signature and date not older than three months from the date of tender close)

I, \_\_\_\_\_ (full names),

ID Number: \_\_\_\_\_, hereby confirm that I am currently employed as (tick all where appropriate):

Accredited LV Cable Jointing & Termination

Eskom Authorized Person (LV)

at \_\_\_\_\_ (Tendering Company Name).

I solemnly declare that all the information contained herein is true.

**Signature of Employee:** \_\_\_\_\_

**Sworn to/Affirmed before me at** \_\_\_\_\_

on this the \_\_\_\_\_ day of \_\_\_\_\_ (month & year).

**Commissioner of Oaths/Justice of Peace:**

.....(Commissioner's stamp, with signature and date not older than three months from the date of tender close)

### 10. ANNEXURE C: VEHICLE REGISTER

Company name: \_\_\_\_\_ (Company Name)

If "Owned", provide the following required information:		A	B	C	D	E
Mandatory Vehicle	Owned or Hired (Y where appropriate)	Vehicle Registration Number as per Log Book/License Document	Name of Vehicle Owner as per License Document	Vehicle Owner's Position in the Company (if vehicle is not in the Company's name)	Is the Bakkie Double Cab? (Y/N)	Crane Load Lifting Capacity (in Tons)
	O	H				
Bakkie						N/A
Truck with Crane (3T minimum)					N/A	
Staff transport vehicle						N/A
Truck with Rock Drilling Machine					N/A	N/A
TLB						

**DECLARATION:** I hereby confirm that the vehicles list above is a true reflection of the vehicles owned or hired by my Company. I will also ensure that all vehicles will be enough to cater for multiple full teams.

Signed: \_\_\_\_\_ (Company Rep)      Date: \_\_\_\_\_

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

## 11. ANNEXURE D: TOOL AND EQUIPMENT LIST

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

No	Criteria	Tick Appropriate Box	
		OWNED	HIRED
1	Drilling machine		
2	Compactor mechanical/hand		
3	Wood augers hand/electrical/petrol		
4	Conductor MV & LV roll out blocks		
5	Hand line/rope		
6	Multi-meter		
7	Phase Rotation Tester		
8	Earth resistance tester		
9	Earth leakage		
10	Polarity tester		
11	Crimping Tools 4PI MV		
12	Hex Crimping Tool LV		
13	Dynamometer		
14	Lever /Ratchet hoists		
15	Come alongs (for stay wire & phase conductor)		
16	Come alongs (for LV ABC)		
17	Nylon/Chain slings		
18	Climbing shoes (pairs)		
19	DCP tester		
20	Barricading for trenches and excavations		

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No	Criteria	Tick Appropriate Box	
		OWNED	HIRED
21	Road traffic signage		
22	Hand excavation tools		
23	Mechanical excavator (machine)		
24	General toolbox		
25	Trimble for GPS and Data		

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

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

Name: \_\_\_\_\_ (Company Rep)

Signature: \_\_\_\_\_ (Company Rep)

## 12. ANNEXURE E: PROJECT EXPERIENCE TEMPLATE

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

No	Project Name	Project Category	Scope	Client	Duration
EG		<i>Reticulation Electrification MV and LV Connections</i>	<i>Building MV, including MV cable and transformer zones, LV overhead, household connections</i>	<i>Eskom OU</i>	<i>Start Date and End Date</i>
1					
2					
3					

Signed: \_\_\_\_\_ (Company Rep)

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

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

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

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### 13. ANNEXURE F: PORTFOLIO OF EVIDENCE

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

<b>Mandatory Requirements: Portfolio of evidence</b>			
<b>No</b>	<b>Minimum Valid certificates required</b>	<b>Valid</b>	
		<b>Yes</b>	<b>No</b>
1	First Aid Level 2		
2	Basic Fire fighting		
3	Supervision		
4	Occupational Medical certificate		
5	Risk Assessment		
6	Equipotential Earthing		
7	ORHVS HVO2		
8	Understanding the fundamentals of Electricity or N2 in Electrical Engineering		
9	High Voltage environment and regulations awareness		
10	Working From Heights and rescue		
11	Environmental awareness		

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

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

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

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