



Meeting Minutes

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

Meeting Name: Compulsory Tender Clarification Meeting
Tender No. E2983GXPOU

Date:	Time:	Venue:	Meeting No.:
20 May 2026	10:00	Ingula Pumped Storage Scheme	01/2026

Topic	Presenter	Summary of Discussion
Safety & Emergency Procedures	James Sibuyi (Safety)	Safety briefing conducted at the start. Emergency exits identified on both sides and assembly points confirmed as the parking area. Attendance register must be signed for emergency roll call and tender compliance. Emphasis placed on adherence to site safety rules, including speed limits and environmental protection as the site is a protected nature reserve.
Opening & Welcome	Kim Hughes	Meeting formally opened and purpose explained as a compulsory clarification and site walkdown session. Procurement practitioner introduced herself and confirmed that attendance is mandatory for tender participation.
Declaration of Interest	Kim Hughes	Eskom confirmed that there are no conflicts of interest relating to this procurement process.
Tender Overview	Kim Hughes	Tender relates to provision of cleaning services at Ingula Pumped Storage Scheme. Contract duration is five years (60 months). Please note that the original closing date of 02 June 2026 at 10:00 AM has been extended to 18 June 2026 at 10:00 AM. Submissions must be completed electronically via the e-tender system. Tender validity period is 150 days.
Mandatory Compliance Requirements	Kim Hughes	Mandatory requirements include attendance at this meeting, submission of pricing, completed NEC documents, technical response, and Annexure E (CPA). Failure to submit key returnables will result in disqualification. Suppliers must also be registered on the CSD.

Disclosure classification: (Public)

When downloaded from the document management system, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorized version on the system. No part of this document may be reproduced without the expressed consent of the copyright holder, Eskom Holdings SOC Ltd, Reg No 2002/015527/30.

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

Evaluation Criteria	Kim Hughes	Evaluation will follow PPPFA 80/20 principle (80 for price, 20 for B-BBEE). Functionality threshold is minimum 70%. Technical evaluation includes experience, registration compliance, staff qualifications, equipment, and local labour retention.
Clarification Process	Kim Hughes	Suppliers may submit queries in writing up to five working days before closing. Responses will be issued on Eskom Tender Bulletin and National Treasury platforms to ensure fairness.
E-Tendering Process	Kim Hughes	Overview of e-tender submission process provided. File size limits clarified (500MB per file, 4GB total). A user manual will be shared to assist suppliers with submissions.
SDL&I Requirements	Siphokazi Qithi	Valid B-BBEE certificate required for scoring; non-submission results in zero points but not disqualification. Targets include 10% subcontracting to black-owned entities, job creation, and skills development. SDL&I commitments become contractual and non-compliance penalties of 1.5% of invoice value apply.
Technical Evaluation Details	Technical Team	Functionality scoring requires minimum 70%. Criteria includes company experience, valid registrations, staff qualifications including safety officer competencies, equipment availability, and retention of approximately 70% of existing cleaning staff.
Pricing & NEC Requirements	Mpumi Ndlovu	Price list includes preliminaries (once-off and annual), monthly operational costs (60 months), labour costs, and task orders for weekends/public holidays. Both NEC contract data and price list must be submitted. An updated price list will be issued.
OHS Requirements	Neli Zwane	OHS is a contractual requirement. Required documents include OHS plan, COID letter, safety policies, competency certificates, and risk assessments. Safety Officer must meet qualification requirements such as SAMTRAC. Not all documents required at closing but must be provided before contract award.
Environmental Requirements	Manana	The site is a sensitive environmental area. Contractors must comply with environmental legislation including NEMA, Waste Act and Water Act. Responsibilities include proper waste management, environmental protection, and rehabilitation of disturbed areas. Open fires are not permitted.
Quality Requirements	Thokozile Kolweni	ISO 9001 alignment encouraged. Required documents include quality policy (signed), quality objectives, quality management system description, and processes for managing subcontractors. Emphasis placed on achieving client requirements.

Disclosure classification: (Public)

When downloaded from the document management system, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorized version on the system. No part of this document may be reproduced without the expressed consent of the copyright holder, Eskom Holdings SOC Ltd, Reg No 2002/015527/30.

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

General Clarifications	Eskom Panel	Various queries were raised by bidders regarding technical requirements, pricing, labour, equipment, and scope. Eskom confirmed that all responses will be formally addressed in writing and communicated via tender platforms. Tenderers to refer to the Question and Answers document published.
Site Walkdown	Site Team	Site visit arranged after meeting. PPE is mandatory for access. Due to underground operations, transport will be coordinated and not all vehicles allowed. Safety remains the priority for the walkdown.
Closure	Kim Hughes	Meeting concluded. Eskom will issue written responses to queries and updated documents. Attendees proceeded to the site walkdown.

Signed as a correct record:


2026/05/26

Date

Chairman

Disclosure classification: (Public)

When downloaded from the document management system, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorized version on the system. No part of this document may be reproduced without the expressed consent of the copyright holder, Eskom Holdings SOC Ltd, Reg No 2002/015527/30.