



Purchase Request Checklist

Unique Identifier	240-97823886
Document Type	Form
Revision	0
Effective Date	October 2015

MINIMUM REQUIREMENTS TO BE INCLUDED IN PR TO INITIATE PURCHASE

Functional Location	Radiation Protection (RP)	38-									
Indicate The Type of Procurement Required						Required For					
Supply of Goods		Supply & Installation		Outage							
Manufacture		Manufacture & Installation		Production							
Refurbishment		Supply Contract	✓	Immediate Use			✓				
Service Contract		Labour Contract		New Stock Application							
Item / Service Description (SAP Short Text): Non-stock RP Spares											
Item Service Description (SAP Item Text External): Non-stock RP spares, as per attached spreadsheet											
Additional Information attached?			Yes	✓	No						
Material Content:											
Dimensions:											
Drawing No:		KBY				KBA					
SAP No. If Stock Item:				Date Required:							
Manufacturer:				Model / Part No:							
Suggested Supplier:											
Responsible Person / Project Manager (Service)											
Name		Signature				Date		Contact No			
Jamie-Lee Booysen						2025-09-30		Tel: 021 522 3541			
								Fax:			
Materials Planning Review											
Name		Signature				Date		Contact No			
JP van Jaarsveld						2025-09-30		Tel: 021 522 3392			
Contract / Construction Related											
Contract / Construction Work:			Yes	✓	No						
Contract / Construction Work Book Attached:			Yes		No						
Eskom Appointed Project Manager		JP van Jaarsveld				Signature					
PR No:		1075488006 & 1075490927				Date Entered on SAP:					

Note 1: Attach any further information.

Note 2: Classification and Specification info to be completed by Procurement Engineering Support (PE) only.

Note 3: If classification is not on SAP complete first page and submit all pages to Procurement Engineering Support (PE).

Note 4: The Responsible Person / Project Manager must ensure that the above information is correct.



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Item / Service Description (SAP Short Text):																			
ENGINEERING SPECIFICATION & CLASSIFICATION ITEMS TO BE SUPPLIED / MANUFACTURED / RE-FURBISHED OR A SERVICE TO BE SUPPLIED																			
Classification & Specification Required?						Yes	<input checked="" type="checkbox"/>	No											
CLASSIFICATION No.						Procurement Engineering Review Comments													
SAFETY CLASS						Classification & spec as per attached spreadsheet: "Copy of Annexure A - RP Spares - 20.07.2025 - SPE edit"													
SEISMIC CLASS																			
QUALITY LEVEL																			
SAFETY LEVEL OF ORGANISATION														L1		L2		L3	<input checked="" type="checkbox"/>
ENVIRONMENTAL																			
SPECIFICATION No.																			
IMPORTANCE:														N/A for parts					
CERTIFICATION REQUIRED														i.a.q. specs.					
DRAWING No.																			
COMPILER																			
Name				Signature				Date		Contact No									
S Ebrahim								2025/10/10		4869									
REVIEWER																			
Name				Signature				Date		Contact No									
R. Kannemeyer								2025-10-10		4694									
ENGINEERING SPECIFICATION & CLASSIFICATION – SERVICE																			
Classification & Specification Required?						Yes		No	<input checked="" type="checkbox"/>										
CLASSIFICATION No.						Procurement Engineering Review Comments													
QUALITY LEVEL																			
SAFETY LEVEL OF ORGANISATION														L1		L2		L3	
SPECIFICATION No.																			
IMPORTANCE																			
CERTIFICATION REQUIRED																			
COMPILER																			
Name				Signature				Date		Contact No									
REVIEWER																			
Name				Signature				Date		Contact No									



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Item / Service Description (SAP Short Text):														
ADDITIONAL COMMENTS / INSTRUCTIONS AS APPLICABLE														
Initials and Surname							Date							