

A supplementation process to appoint one (1) service provider for the provision of HVAC Systems Maintenance Services required for Property Management Department on an “as and when” required basis in the Central East Cluster – KwaZulu Natal Operating Unit for a period not exceeding 31 January 2030.

Date: 23 January 2026

Venue: MS Teams

Time: 10h00



| VALUE | MEANING | ISIMISO | SISHO UKUTHINI |
|------------------------------|--|-------------------------------------|--|
| ZERO HARM | Eskom will strive to ensure that zero harm befalls its employees, contractors, the public and the natural environment. | ZERO HARM | U-Eskom uzoqhubeka nokulwela ukuqinisekisa ukuthi ukuphepha okupheleleyo lapho kwenziwa umsebenzi (Zero Harm) kuba yisikompilo kubasebenzi benkampani, osonkontilaki, umphakathi kanye nokunakekelwa kwemvelo yonkana. |
| INTEGRITY | Honesty of purpose, conduct and discipline in actions, and respect for people. | UBUQOTHO | Ukwenza izinto ngokungaguquki, ngendlela ekhuthaza ukwethenjela nokuzibophezela. |
| INNOVATION | Value-adding creativity and results oriented. Lead through excellence in innovation. | IKHONO LOKUQAMBA | Ukwakha isimiso esivumela ukukhula kwabantu abanamakhono. |
| SINOBUNTU | Caring. | SINOBUNTU | Ukuqhakambisa umusa nozwelo komunye nomunye. |
| CUSTOMER SATISFACTION | A commitment to meet and strive to exceed the needs of the receivers of products and services. | UKWANELISEKA KWAMAKHASIMENDE | Ukuzibophezela ukwenzela amakhasimende umsebenzi omuhle ngokuvelele nangokudlulele. |
| EXCELLENCE | Acknowledged by all for exceptional standards, performance and professionalism. | UBUHLE OBUVELELE | Ukuqhubeka ukulwela ukuba ngophuma phambili ngokusebenza ngendlela evelele nefaneleyo. |

- **To assist the Tenderers on the requirements for this tender**
- **Is to explain the steps in the evaluation process and the evaluation phases which the tender will be subjected to .**
- **To assist the Tenderers with the compilation of the tender returnables.**
- **This is NOT a compulsory clarification meeting**
- **All clarifications and questions with answers will be published on the portals (Tender Bulletin & NT). No individual emails will be sent to the tendering companies. Only the Buyer will liaise with tendering companies.**

TENDER INFORMATION

- Enquiry Number: **E2305DXKZNOU**
- Closing Date: **13 February 2026 at 10h00**
- Contract duration will be : **not exceeding 31 January 2030..**
- Tender validity period : **Six (6) months from the closing date and time**
- Tenders are to be submitted electronically via Eskom E- tendering site by the stipulated closing date and time.
- *Please note it is the responsibility of the supplier to ensure that the tender submission is submitted before the closing time*
- **NO LATE TENDERS WILL BE ACCEPTED.**
- Please note that the PPPFA preference points 80/20 will be applied including VAT.

- **Submitting a tender:**

For Electronic Tender Submissions

The tenderer must upload the tender via Eskom Tender bulletin site on the Eskom E- tendering page. The documents need to be under the folders **Technical, Commercial and Financial, SD & L, Safety, Quality & Environmental.**

All documents need to be submitted in a PDF and Excel format (The limit is 50MB per file and total submission of 900MB per submissions).

No Zip/condense files can be uploaded

No hard copies will be accepted

If for some reason you resubmit your tender, then the latest version of the tender submitted will only be accepted and all previous submission/s will be null and void.

Please ensure that the submission status is indicated as complete.

- **Supplier Help Manual guide and video can be found on Eskom E-Tendering page**

Notes to Tenderers:

There are 2 home centres i.e.:

New Germany Area Office (This is the only home centre available, addendum will be issued stating this)

Mkondeni Area Office

The service providers will be able to work across the operating unit and travelling costs will be calculated from either of the above home centres.

The purpose of specifying home centres is to enable standardized calculations of travel cost and time, as well as to allow service providers to price more accurately based on their proximity to the home centres.

Tenderers will be required to select their preferred home centres in order of preference. N/A Addendum to be issued

- **Tenderers can select more than one home centre stating their order of preference. Addendum to be issued**
- **The tender will be issued to the market with the price list detailing the activities required (Rates column will be blanked out),** all responses will be evaluated for commercial compliance, functionality, SDL & I and SHEQ. **It is to be noted that there are rates in place and negotiations will be held in order to achieve the rates that currently apply.**
- **Rates will be proposed to all compliant tenderers for consideration.**
- Tenderers that accept Eskom's proposed rates will score 80 points for price.

- **Price and preference will be applied as follows:**
- The points scored for Price will be added to the points scored for B-BBEE status in order to obtain each tenderer's total points scored out of 100.
- In the event that two or more tenderers have scored equal points, the recommended tenderer is identified as the tenderer that scored the higher points for Specific Goals.
- In the event that two or more tenderers are equal in all respects, the recommended tenderer will be identified by the drawing of lots.
- Service providers will be ranked by applying the preferential point scoring based on 80/20 (for estimated values below R50M inclusive of VAT).

- **Evaluation Process**
- **Step 1 – Basic Compliance.**
- **Step 2 – Functionality.**
- **Step 3 – Price & Preference.**
- **Step 4 – Contractual requirements**
- The Preferential Procurement Policy Framework Act (“PPPFA”) scoring methodology will be applicable to this enquiry. The 80/20 preference points scoring will be used to evaluate the responsive submissions

- **All responsive tenders will be evaluated for basic compliance as follows:**
- **Step 1: Basic Compliance/Commercial Evaluation**
- **Commercial Mandatory Returnable (Disqualifiable)**
- **These returnables are required to be submitted with the tender at Tender closing date and time. If not submitted by tender closing the tender must be disqualified.**
- **Meet the eligibility criteria for a tenderer.**
- **Tenders are to be submitted electronically via Eskom E-tendering site by the stipulated closing date and time.**
- **Please note it is the responsibility of the supplier to ensure that the tender submission is submitted before the closing time.**

- **Commercial Mandatory Returnable (Non - Disqualifiable)**
- These returnable are also required to be fully completed, signed and submitted with Tender at Tender closing date and time, however, if not submitted by Tender closing, the Procurement Practitioners will request in writing the outstanding returnable to be submitted within 5 working days. If the requested returnable (s) are not fully completed, signed and/or received by the Procurement Practitioner within 5 working days of the request; the tender will be disqualified.

- Authorisation form - Annexure A.
- Acknowledgement Form – Annexure B
- Tenderers Particulars – Annexure C
- Integrity Declaration form – Annexure D.
- Fully complete and sign the SBD1 Invitation to bid form in the invitation to tender – Annexure E
- Fully complete and sign the SBD 6.1 preference claim form in the invitation to tender – Annexure F.
- Fully complete and sign the SBD 4 Bidders Disclosure form in the invitation to tender – Annexure G.

- Acceptance of the terms and conditions of the enquiry (i.e., return of the NEC 3 Term Services Contract offer and acceptance as well as deviations)
- Acknowledgement form – E Tendering Training – Annexure H
- Technical evaluation criteria – Annexure I (FOUND IN TECHNICAL FOLDER) THIS MUST BE SUPPLIED AT TENDER STAGE)

- **Commercial Mandatory Returnable Required prior to contract award (non-Disqualifiable)**
- The requested returnable (s) are required to be received by the Procurement Practitioner upon request by contract award; failure to provide the document will deem the tender non-responsive.
- CSD Registration – Companies are required to provide a valid CSD (MAAA.....) number

- **Step 2:**
- The tenderer must pass criterion A1 in Part 1 - Mandatory Section and, the tenderer to achieve a minimum threshold of 70% and not receive a 0% in any of the criteria in Part 2 - Qualitative Section and, the tenderer to pass all criteria in Part 3 - Onsite Section. The tenderer will be deemed as passed in the technical evaluation if Part 3 - Onsite Section is passed. To be evaluated for Part 2 the tenderer will need achieve a pass in Part 1. To be evaluated for Part 3 the tenderer will need to be meet the threshold and requirement in Part 2.
- **Please refer to the attached Annexure 1.**
- **Part 1, 2 and 3 have to be passed in order to be deemed passed in the technical evaluation**
- **TECHNICAL PRESENTATION**

- **Step 3: Price & Preference - 80/20 evaluation**
- Specific goals will be scored out of **20** points in accordance with the PPPFA.
- **Preference:**
- Specific goals
- A maximum of 20 points may be awarded to a tenderer for the specific goal specified for the tender. The points scored for the specific goal must be added to the points scored for price and the total must be rounded off to the nearest two decimal places. Subject to section 2(1)(f) of the Preferential Procurement Policy Framework Act, the contract must be awarded to the tenderer scoring the highest points

- **Criteria for breaking deadlock in scoring**
- (1) If two or more tenderers score an equal total number of points, the contract must be awarded to the tenderer that scored the highest points for specific goals.
- (2) If two or more tenderers score equal total points in all respects, the award must be decided by the drawing of lots .

STEP 3 - PPPFA 80/20 EVALUATION

- SDL&I Preference points:**

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

- **NB: The following documents are required to claim preference points,**
- **Valid** BBBEE certificate issued by a SANAS accredited verification agency **or** a **valid** sworn affidavit **or** a **valid** BBBEE Certificate issued by CIPC for EME companies **or** for joint ventures a **valid** BBBEE certificate issued by a SANAS accredited verification agency in the **name of the joint venture**
- **NB: Supporting documents may be requested during evaluation (This list is not exhaustive):**
- Proof of ownership / shareholding (CIPC registration documentation) inclusive of shareholding breakdown
- ID copies of shareholder(s) or owner(s) of the business
- Proof of Disability of owner(s) of the business (where applicable)

- **Tenderer failing to provide documentation for the allocation of preference points will not be disqualified, but**
- May only score point out of 90/80 for price
- Scores 0 points out of 10/20 for specific goals .
- If a tenderer fails to submit evidence of its points claim or a Specific Goal, it will not be disqualified. However, it will be awarded 0 points for that Specific Goal.
- **Ranking of tenders:**
- **Tenderers will be ranked by applying the preferential point scoring for the 80/20 system. Eskom will add the score from Pricing and Specific Goals together and rank the suppliers from the highest to the lowest**

- OBJECTIVE CRITERIA: SDL & I PRESENTATION**

| Skill type / Occupation | Eskom target | Proposed Number of Candidates |
|--------------------------------------|--------------|-------------------------------|
| Basic Air Conditioner Repair Courses | 2 | |

- Mandatory Contractual Requirements that **must** be included in all tenders is the following: -
- Proof of CSD registration
- **Step 4 – Contractual requirements**
- Mandatory Contractual Requirements that **must** be included in all tenders is the following:-
- Proof of CSD registration
- Additional Contractual Requirements

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- The tenderers still in the running for this contract will be evaluated in terms of their contractual requirements. Should they not pass the initial evaluation, they will be advised of their shortcomings and have **7 working days** in which to correct their shortcomings. Failure to correct the shortcomings within the stipulated time will result in the service providers being deemed unacceptable in terms of their contractual requirements and will not be considered.

- **SHEQ PRESENTATIONS**

- Public Interest Score (PIS) and the calculations to arrive at the score (refer to annexure attached for calculation of PIS). The PIS letter must specify whether:
 1. Whether the AFS were internally or externally prepared.
 2. Whether the company was owner managed or not owner managed.
- Latest approved financial statements including comparative amounts.
- AFS must be valid and not outdated, received within 18 months after year-end

- Signed Compilers / Accounting Officers / Independent Reviewers / Audit report whichever is applicable, based on the PIS above. • Approved Annual Financial statements must comprise of Statement of financial position (Balance Sheet)
- • Statement of comprehensive income (income statement)
- • Statement of changes in Equity
- • Statement of cash flows
- • Notes to the financial statements
- • **ITA 34C Income Tax Assessment for companies that have NOT been audited**
- Where the PIS requires an Audit or Independent Reviewers report, the Compilers / Accounting Officers report must still be submitted.

- The notes to the AFS specifically referring to **Accounts Receivable** and **Accounts Payable** must give a complete breakdown of the amounts. A clear distinction must be made between Trade Debtors and other receivables as well as Trade Creditors and other payables. The note must clearly show the amounts subject to interest and the terms and condition of interest.
- The notes to the AFS must clearly specify the current and non-current liabilities that are subject to interest.

- Member / Directors loans must be accompanied by a note specifying the terms of the loan, whether secured or unsecured, terms of repayment and interest rates.
- • Name of Holding company if the company is a subsidiary company.
- Where there is a Holding company the Latest Signed Group Annual Financial Statements of the Holding Company may be requested at a later stage.
- • Information requested from companies via Procurement Office not received within **five working days** from date of Finance request will result in the financial evaluation being closed. Finance will issue a 1-page report stating that an opinion could not be expressed due to insufficient information.

- **Note:**
- Draft, bi-annual, management accounts and unsigned financial statements will NOT be accepted.
- Soft copies of the AFS submitted with the tender documents may be requested at a later stage.
- The following mitigating factors may be implemented if the financial viability result for any of the tendering companies is unfavourable:

- ***obtaining a performance bond from a financial institution that has been pre-approved by Eskom Treasury department.***
- *a parent Company Guarantee, provided that the parent company is financially sound enough to stand as surety for the subsidiary tendering for the contract. The parent company's latest and approved AFS must be submitted for financial analysis.*
- a reduced contract may be recommended,
- *or payment upon delivery of a milestone activity or milestone goods.*
- **It is to be noted that for financial queries, the turnaround time for service providers to respond is 5 days.**

Provision of Security for Performance :

The following forms of security are required for this tender: If the provision of security for performance in the form of a performance bond or a demand guarantee is a requirement, the tenderer must select a minimum of two (2) financial institutions that it is likely to approach from the list provided of Eskom-approved financial institutions.

ABSA Bank Limited

1. Development Bank of South Africa

2. First Rand Bank Limited

3. Investec Bank Limited

5. Land & Agricultural Development Bank of South Africa

6. Nedbank Limited

7. Standard Bank of South Africa

- **Example Accountants cc**
- Address
- Telephone numbers
- email address
- 18 April 2023
- To whom it may concern
- Dear Sir / Madam,
- **ENITITY REGISTERED NAME : ABC (PTY) LTD, Reg. No. 2020/041242/08**

- We confirm that we are the duly appointed accountants of the above mentioned entity.
- We hereby confirm the following :
- **1.** The public interest score (PIS) is 43 computed as follows :
 - Employees 21
 - Liabilities 5
 - Turnover 16
 - Shareholders 1
 - Non-Profit directors 0
 - **TOTAL SCORE 43**

- 2. The company is owner managed.
- 3. The annual financial statements were prepared internally.
- 4. The financial statement were independently reviewed for the year ending 28 February 2023.
- The company is a value-added supplier in terms of the DTI codes of good practice.
- Please do not hesitate to contact us should you require any additional information with regards to the above-mentioned entity

- The Invitation to tender number is : **E2305DXKZNOU**
- Closing Date: **13 February 2026 at 10h00**
- All Relevant tender documents have been uploaded onto:
- Eskom Tender Bulletin and National Treasury E-Tender Portal
- The tenderer must upload the tender via Eskom Tender bulletin site on the Eskom E- tendering page. The documents need to be under the folders **Technical, Commercial & Financial, SD & L, Safety, Quality & Environmental.**

FORMAT OF TENDER RESPONSE

| Section | Original |
|---|----------|
| Section 1- will comprise of the commercial and financial requirements | ✓ |
| Section 2- will comprise of the SDL & I requirements | ✓ |
| Section 3- will comprise of the Technical requirements | ✓ |
| Section 4- will comprise of the Safety requirements | ✓ |
| Section 5- will comprise of the Quality requirements | ✓ |
| Section 6- will comprise of the Environmental requirements | ✓ |

REQUIREMENTS IN TERMS OF COMPLETEING THE TENDER

- All pages must be initialed, please check before uploading.
- All certificates submitted must be valid .
- All queries to be addressed to the Buyer in writing. No telephone calls will be accepted for queries regarding this tender.
- Closing time for all queries is 5 days prior to tender Closing Date

- **All tendering companies will be subjected to the same evaluation criteria. Do not assume that because you have supplied Eskom prior to this then the Eskom team will know your company and know whether you have the necessary requirements in order to meet the required specification. In the functionality stage of the evaluation Eskom will ONLY evaluate what documents you provide in the tender submission.**

VENDOR MANAGEMENT FOR SUPPLIERS WITH NO VENDOR NUMBERS

- **Please note that Vendor Management (For companies with no vendor number) evaluations will still need to be done prior to the company being able to sign a contract. Only once all the required evaluations are done and passed successfully will the company be registered as a vendor, sign contracts and legible to receive work.**

Suppliers are encouraged to ensure by double checking before submitting their tender - that their tender meets with the all the requirements for the Tender

Suppliers are encouraged to submit their electronic tender submissions before the closing date and not wait to submit on the day of tender closing

This is not a compulsory meeting and therefore companies not at the clarification meeting are permitted to submit tenders.

GENERAL – QUESTIONS..

A decorative graphic on the left side of the slide. It consists of two overlapping circles. The top circle contains a photograph of a large industrial facility, likely a power plant, with tall chimneys and complex piping. The bottom circle contains a photograph of two people, a man and a woman, sitting at a table and engaged in a discussion. The background of the slide is white with a blue curved shape on the left side.

Thank you