

 Eskom	Report	Technology
--	--------	------------

Title: Technical evaluation criteria for the maintenance, repairs and servicing of transformer oil purification and oil filter machines.

Unique Identifier:

LC SI - 345

Alternative Number:

Reference <n/a>

Area of Applicability:

Engineering

Documentation Type:

Report

Revision:

0

Total Pages:

12

Next Review Date:

As and when required

Disclosure Classification:

Controlled Disclosure

Compiled by



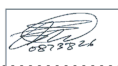
Boreman Risiva

Technologist

Standards Implementation

Date: 09/04/2025

Supported by



Elias Mahlangu

PPM Manager

MOU

Date: 10/04/2025

Authorised by



Mmedi Motaung

Manager Engineering

Standards Implementation

Date: 10/04/2025

Technical evaluation criteria for the maintenance, repairs and servicing of transformer oil purification and oil filter machines.	Unique Identifier:	LC SI - 345
	Revision:	1
	Page	0 of 12

Table of Content

1	Introduction.....	1
2	Supporting Clauses.....	1
2.1	Scope	1
2.1.1	Purpose.....	1
2.1.2	Applicability.....	1
2.2	Normative/Informative References.....	1
2.2.1	Normative	1
2.2.2	Informative	1
2.3	Definitions	1
2.3.1	General	2
2.3.2.	Disclosure Classification	2
2.4	Abbreviations	2
2.5	Roles and Responsibilities	2
3	Technical Tender Strategy and Criteria	2
3.1	Technical Evaluation Team Strategy	2
3.1.1	Level 1 Functional (Scoring) Criteria Evaluation.....	2
3.1.2	Level 2 Factory Assessment and Verification	3
3.1.3	Level 3 Contractual Assessment.....	3
3.2	Requirements	3
3.2.1	Functional Requirements (Level 1).....	3
3.2.2.	Site Verification & Assessment (Level 2).....	6
3.2.3.	Contractual Requirements (Level 3).....	7
4	Authorisation	7
4.	Revisions	7
5	Development team	7
6	Acknowledgements.....	8
	ANNEXURE A – PREVIOUS WORK-RELATED EXPERIENCE	11
	ANNEXURE B – TOOLS & EQUIPMENT LIST / REGISTER	11
	ANNEXURE C – CONCESSION LETTER	12

List of Figures

Table 1: Scoring Methodology for Functional Requirements.....	3
Table 2: Related Work Experience	4
Table 3: Maintenance Capabilities	4
Table 4: Vehicle Requirements	5
Table 5: Scoring Methodology for Vehicles.....	5
Table 6: Tools and Equipment Requirements.....	6
Table 7: Scoring Methodology.....	6
Table 8: Contractual Requirements	7

Technical evaluation criteria for the maintenance, repairs and servicing of transformer oil purification and oil filter machines.	Unique Identifier:	LC SI - 345
	Revision:	1
	Page	1 of 12

1 INTRODUCTION

This document provides an overview of Eskom's Limlanga Cluster technical evaluation criteria and the process to be adopted by the cluster technical evaluation team when evaluating tender submissions for maintenance, repairs and servicing of transformer oil purification Machines and oil filter Machine. It also outlines the technical requirements to be adhered to by the tenderer and all returnable to be returned by the tenderer of this tender enquiry.

2 SUPPORTING CLAUSES

2.1 SCOPE

This document sets out the technical evaluation criteria for tenderers who wish to render the following services: Maintenance, repairs and servicing of transformer oil purification Machines and oil filter Machine.

2.1.1 Purpose

Purpose of the document is to provide Technical Clarity and guidance on the processes within Eskom Limlanga Cluster and the Procurement Technical Requirements for a Service Provider that has the capability, capacity, and competency to maintain, repair and service transformer oil purification Machines and oil filter Machine on an and as when required basis.

2.1.2 Applicability

This document shall apply specifically to Eskom Distribution Division, Limlanga Cluster.

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] ISO 8001 Quality Management Systems.
- [2] 32-1034, Eskom Procurement and Supply Chain Management Procedure
- [3] 240-48929482, Tender Technical Evaluation Procedure
- [4] Occupational Health & Safety Act (Act 85 of 1993)
- [5] IEC 60422 – Supervision and maintenance of mineral insulating oils in electrical equipment.

2.2.2 Informative

None

2.3 DEFINITIONS

Technical evaluation criteria for the maintenance, repairs and servicing of transformer oil purification and oil filter machines.	Unique Identifier:	LC SI - 345
	Revision:	1
	Page	2 of 12

2.3.1 General

Definition	Description
Certified	Documents which have been certified to be a true copy of the original by a Commissioner of Oaths
Expired	All documents that reach their expiring date before the date of tender will be considered to be expired and not accepted.
Functionality	Means the ability of a supplier to provide goods or services in accordance with specifications as set out in the tender documents.
Responsive	Means a tender that complies with all the terms and conditions of the enquiry, without material deviation or qualification.

2.3.2. Disclosure Classification

Controlled disclosure: controlled disclosure to external parties (either enforced by law, or discretionary).

2.4 ABBREVIATIONS

Abbreviation	Description
ISO	International Standard Organisation
SI	Standards Implementation Department

2.5 ROLES AND RESPONSIBILITIES

It is the responsibility of the relevant Eskom procurement practitioner to check with the SI department every time prior to approaching the market regarding the validity of this document.

Prospective tenderers are to be professional and honest in the submission of evidence as per the requirements stipulated in this document.

All members within the Eskom technical evaluation team shall ensure that the tenderer's ability is evaluated in accordance with this document.

3 TECHNICAL TENDER STRATEGY AND CRITERIA

3.1 TECHNICAL EVALUATION TEAM STRATEGY

The Technical Evaluation Team (as per 240-48929482) will evaluate the submissions. The submissions shall be subjected to a progressive series of evaluation levels. Passing of each level is a prerequisite for proceeding to the next evaluation level. The evaluation levels are as follows:

- Level 1 Functional (Scoring) Criteria Evaluation
- Level 2 Factory Assessment and Verification
- Level 3 Contractual Assessment

3.1.1 Level 1 Functional (Scoring) Criteria Evaluation

This will be a desktop evaluation of the functionality threshold as per 3.2.1. The tenderer is required to achieve a minimum score of eighty (80%) percent in order to pass this stage. Only tenderers who pass this stage will be further evaluated at the factory.

ESKOM COPYRIGHT PROTECTED

When downloaded from the WEB, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorized version on the WEB.

Technical evaluation criteria for the maintenance, repairs and servicing of transformer oil purification and oil filter machines.	Unique Identifier:	LC SI - 345
	Revision:	1
	Page	3 of 12

3.1.2 Level 2 Factory Assessment and Verification

Tenderers which are successful in Levels 1 will be required to make the necessary resources available for a factory visit. During the visit, information provided for Level 2 (Vehicles, Tools and Equipment's) will be visually assessed and verified. The tenderer is required to achieve a minimum score of **eighty (80%) percent** in order to pass this stage. Only tenderers who pass this stage will be deemed technically successful.

3.1.3 Level 3 Contractual Assessment

Tenderers which were found successful in Levels 1 and 2 will be required to submit the contractual requirements before task order approval.

Note: These requirements will not be evaluated during desktop evaluations but will be requested from those who passed Level 2 before contract award. These requirements have been identified as important for the scope of maintenance, repairs and servicing of transformer oil purification Machines and oil filter Machine.

3.2 REQUIREMENTS

Should the tenderer fail to provide any functional tender returnable as stipulated in 3.2.1 below, the tender submission will be deemed non-responsive and disqualified.

Eskom will conduct factory visits and/or evaluate samples following the desktop evaluation process for purposes of verification.

3.2.1 Functional Requirements (Level 1)

This will be a desktop evaluation of the functional requirements ONLY. Objective or contractual requirements submitted will not influence the results of Level 1 evaluation. The tenderer needs to obtain a minimum threshold score of **eighty (80%) percent** in order to proceed from this stage. The overall scoring methodology for functional requirements is stipulated in the **table 1** below. Final score will be rounded up to the nearest whole number. **Tenderers shall complete Annexures A**

Table 1: Scoring Methodology for Functional Requirements

Item	Description	Weight
1	Company Work Related Experience	40%
2	Maintenance Capability	20%
3	Tools and Equipment's	20%
4	Vehicles	20%

3.2.1.1 Company Related Work Experience

This section evaluates the experience of the contractor to enable Eskom to identify the risk associated with using incompetent / inexperienced contractor for a critical task such as maintenance, repairs and servicing of transformer oil purification Machines and oil filter Machine. The contractor is expected to demonstrate experience as depicted in **Table 2** below for the maintenance, repairs and servicing of transformer oil purification Machines and oil filter Machine respectively.

Technical evaluation criteria for the maintenance, repairs and servicing of transformer oil purification and oil filter machines.	Unique Identifier:	LC SI - 345
	Revision:	1
	Page	4 of 12

Table 2: Related Work Experience

Item No	Requirements	Evidence Required	Qty	Max. Score
1	Previous experience related to maintenance, repairs and servicing of transformer oil purification Machines and oil filter Machine.	Tenderers shall submit evidence of previous related experience in the following areas: Have maintained, repaired and serviced transformer oil purification Machines and oil filter Machine The following project details will be the minimum evidence required: • Customer name • Contact details of customer • Scope of works • Project value • Start and end dates. 20% score per each completed project Tenderers must complete Annexure A Maintenance, repairs and servicing of transformer oil purification Machines and oil filter Machine.	X2	40
Total				40
The final score for Related work experience will be calculated by the formula below: $\text{Obtained Score} = \frac{\text{number of obtained points}}{\text{total number of point}} \times 40\%$				

3.2.1.2 Maintenance Capabilities

This section stipulates the maintenance capabilities requirements for the maintenance, repairs and servicing of transformer oil purification Machine and oil filter Machine. **Table 3** below lists the maintenance capabilities requirements for the maintenance, repairs and servicing of transformer oil purification Machine and oil filter Machine respectively. The corresponding scoring methodology for training and accreditation requirements is then shown on **Table 3**.

Table 3: Maintenance Capabilities

Item No	Requirements	Evidence Required	Qty	Max. Score
1	Knowledge of the software on the Machine and schematic diagram.	Returnable: Supplier must complete and sign the concession letter attached (Annexure (A)) affirming that the contractor has knowledge of the software and schematic diagram for the following Machine: 1. Make: Fluidex, Serial Number: 65696 and Model: E3000-BM. 2. Make: Fluidex, Model 380/3/50, Serial Number: 56394 3. Make: Remex, Model: SRP4-D4500 Serial Number: R2310. Contractors will be required to demonstrate that the software will work on the above listed machines.	X1	20

ESKOM COPYRIGHT PROTECTED

When downloaded from the WEB, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorized version on the WEB.

Technical evaluation criteria for the maintenance, repairs and servicing of transformer oil purification and oil filter machines.	Unique Identifier:	LC SI - 345
	Revision:	1
	Page	5 of 12

Item No	Requirements	Evidence Required	Qty	Max. Score
Total				20
The final score for Maintenance Capabilities will be calculated by the formula below:				
$\text{Obtained Score} = \frac{\text{number of obtained points}}{\text{total number of point}} \times 20\%$				

3.2.1.3. Vehicles Requirements

This section stipulates requirements for Vehicles. Vehicle requirements are listed and stipulated in **Table 4** below and this will be scored as per **Table 5** below.

Evidence Notes:

Vehicle registration document/s or equivalent document (not just the license disc) shall be submitted as proof of ownership. Registration documents shall bare the company name or owner(s) / director's name. Where Vehicles are hired the tenderer shall in addition submit a letter from a bona- fide hiring companies. The hiring letter must indicate the specific vehicle(s) as well as the tenderer's company name.

Table 4: Vehicle Requirements

Item No.	Vehicles – Owned or Hired				
	Criteria	Evidence	Evidence Notes	Min. Qty.	Max. Score
1	Any pickup bakkie	Registration Certificate in the company / owner's (Shareholder in the case of Company and Managing member in the case of Close Cooperation) name.	Full Licence document showing company / owner's information.	x1	20
Total score					20
The final score for vehicles will be calculated by the formula below:					
$\text{Obtained Score} = \frac{\text{number of obtained points}}{\text{total number of point}} \times 20\%$					

Table 5: Scoring Methodology for Vehicles

Scoring Methodology for Vehicles	Score (%)
Vehicle owned by tenderer with all required documentation	100
Vehicle registration document/s not certified	80
Vehicle hired and valid proof of rental submitted	50
Did not submit proof of ownership or hiring letter from bona fide hiring company	0

ESKOM COPYRIGHT PROTECTED

When downloaded from the WEB, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorized version on the WEB.

Technical evaluation criteria for the maintenance, repairs and servicing of transformer oil purification and oil filter machines.	Unique Identifier:	LC SI - 345
	Revision:	1
	Page	6 of 12

3.2.1.4 Tools and Equipment

This section stipulates requirements for tools & equipment for the maintenance, repairs and servicing of transformer oil purification Machines and oil filter Machine as listed in **Tables 6**.

The evidence required on these tables should be provided as per the templates provided in Annexure B: Tools & Equipment List / Register.

Please complete Annexures B to indicate whether you Own (Column E) tools & equipment and the Asset Number/s (where required) on Column G.

- Tools and equipment will be evaluated based on the tools register (Annexure B) submitted by the tenderers and it must be in the Eskom format provided.
- The tenders shall indicate in the tools register/s if the tools are owned by the company.

Table 6: Tools and Equipment Requirements

Item	Tool	Requirements	Min. Qty	Max. Score
1.	Mechanical and Electrical Toolbox	Owned	X1	10
2.	Wrenches	Owned	X1	5
3.	Pressure Gauges	Owned	X1	5
TOTAL				20
The final score for tools and equipment will be calculated by the formula below: $\text{Obtained Score} = \frac{\text{number of obtained points}}{\text{total number of point}} \times 20\%$ Important Notes: The evidence required on these table should be provided as per template provided in Annexure B: Tools & Equipment List / Register for maintenance, repairs and servicing of transformer oil purification Machines and oil filter Machine. Only use Annexure B to indicate the Ownership (Column E) of tools & equipment and the Asset Number/s (where required) on Column G. Failure to use the provided Eskom template will result in a score of zero being awarded. ** Indicates that the Asset Number with the company letter as a prefix is required. *Calibration certificates, invoices are required at Task order award stage. Note: Company can also submit an inhouse calibration report.				

Table 7: Scoring Methodology

Scoring Methodology for Tools and equipment	Allocated Score (%)
Tools List/Register (Annexure B) in Eskom format submitted, Tool(s) are owned by tenderer, and Submission meets the minimum number of required tools	100
Tools List/Register (Annexure B) submitted with everything correct but not signed	60
Tool List/register is not submitted or not in Eskom format or Quantities owned are not indicated	0

3.2.2. Site Verification & Assessment (Level 2)

Site verification will be done to all those service providers that met the minimum threshold of **eighty (80) percent** of the boardroom functionality evaluations. This will be done to evaluate the technical capability and capacity to render the service at hand. The verification and assessment process will involve the following:

ESKOM COPYRIGHT PROTECTED

When downloaded from the WEB, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorized version on the WEB.

Technical evaluation criteria for the maintenance, repairs and servicing of transformer oil purification and oil filter machines.	Unique Identifier:	LC SI - 345
	Revision:	1
	Page	7 of 12

- a. Verification and assessment of Vehicles, Tools and Equipment's, as per **Table 4** and **6**.

If any information provided during the desktop evaluation is found to be fraudulent and/or inaccurate during the verification process, Eskom reserves the right to disqualify the tenderer from the tender or rectify the desktop score accordingly.

The site verification will be conducted to confirm resources required for this tender. Minimum threshold remains eighty (80%) percent. In cases of unforeseen circumstances which may results in site / factory assessments not being conducted, then desktop scores will be used as final.

Final Tender Score = Desktop Score + Site / Factory Assessment Score

3.2.3. Contractual Requirements (Level 3)

Contractual requirements are stipulated in Table 7 below. These requirements will not be evaluated during desktop evaluations but will be requested from those who passed the site verification before contract award. These requirements have been identified as important for the scope of maintenance, repairs and servicing of transformer oil purification Machines and oil filter Machine.

Table 8: Contractual Requirements

Item	Requirements	Evidence Required
1	PDE SCOT Website Access	Letter showing username and password

Notes on Eskom Distribution Technology Website Access:

- PDE registration confirmation letter with login details should be submitted at contract award stage.
- The registration must be valid at contract award stage.

4 AUTHORISATION

,

Name & Surname	Designation
Mmedi Motaung	Standard Implementation Manager
Elias Mahlangu	Manager Power Machine Maintenance

4. REVISIONS

Date	Rev	Compiler	Remarks
March 2025	0	B Risiva	New document

5 DEVELOPMENT TEAM

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

- Boreman Risiva
- Mmedi Motaung
- Elias Mahlangu

ESKOM COPYRIGHT PROTECTED

When downloaded from the WEB, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorized version on the WEB.

Technical evaluation criteria for the maintenance, repairs and servicing of transformer oil purification and oil filter machines.	Unique Identifier:	LC SI - 345
	Revision:	1
	Page	8 of 12

6 ACKNOWLEDGEMENTS

None,

Technical evaluation criteria for the maintenance, repairs and servicing of transformer oil purification and oil filter machines.	Unique Identifier:	LC SI - 345
	Revision:	1
	Page	9 of 12

ANNEXURE A – PREVIOUS WORK-RELATED EXPERIENCE

Project Name	Brief Scope of Work	Customer Name	Customer Contact Details	Rand Value of Projects	Start and End Date

Form to be signed by company owner

Signed by _____ :

Signature _____ :

ANNEXURE B – TOOLS & EQUIPMENT LIST / REGISTER

Company Name					
A	B	C	D	F	G
Item No.	Tools & Equipment	Min Qty Required	Requirements	Quantity	Assets Numbers
1.	Mechanical and Electrical Toolbox	X1	Owned		
2.	Wrenches	X1	Owned		
3.	Pressure Gauges	X1	Owned		

Declaration: I hereby confirm that the list above is a true reflection of the Tools & Equipment owned by my company.

Name: (Company Owner)	
Signature: (Company Owner)	
Date:	

Technical evaluation criteria for the maintenance, repairs and servicing of transformer oil purification and oil filter machines.	Unique Identifier:	LC SI - 345
	Revision:	1
	Page	10 of 12

ANNEXURE C – CONCESSION LETTER

Company Name:	
Company Representative to authenticate this form: I, _____ (Name of representative) hereby affirm that our company has the required knowledge of the software on the Machine and schematic diagram for the following: 1. Make: Fluidex, Serial Number: 65696 and Model: E3000-BM. 2. Make: Fluidex, Model 380/3/50 serial 56394. 3. Make: Remex, Model: SRP4-D4500, Serial Number: R2310. This concession is completed and submitted by: _____ (Company name). Signature: _____ Date _____	

ESKOM COPYRIGHT PROTECTED

When downloaded from the WEB, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorized version on the WEB.