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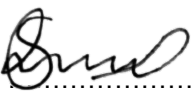


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1 INTRODUCTION

This document provides an overview of Eskom technical evaluation criteria and the process to be adopted by the Distribution Division technical evaluation team when evaluating the tender submissions for Smart Metering Contractors. It also outlines the technical requirements to be adhered by the tenderer and all the returnable to be returned by the tenderer at the tender closing date.

2 SUPPORTING CLAUSES

2.1 SCOPE

The document covers the requirements for both the desktop evaluations. The desktop evaluation will assess elements such as skills, vehicles, and tools & equipment requirements to determine compliance to the competency requirements for tenderers of the installation of smart meters, ready board retrofit, data concentrator, data concentrator kiosk, access cover, pole top box, DCU commissioning, customer data/information update and collection for Distribution Division on an “as and when required” basis Contract.

2.2 PURPOSE

The aim of this document is to set out the minimum criteria to be used when evaluating contractors for the installation of smart meters, ready board retrofit, data concentrator, data concentrator kiosk, access cover, pole top box, DCU commissioning, customer data/information update and collection for Distribution Division on an “as and when required” basis Contract.

2.3 APPLICABILITY

This document shall apply throughout Eskom Distribution when performing technical evaluations for the installation of smart meters, ready board retrofit, data concentrator, data concentrator kiosk, access cover, pole top box, DCU commissioning, customer data/information update and collection for Distribution Division on an “as and when required” basis Contract.

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] 240-105658000(QM 58) – Supplier Quality Management Specification
- [3] 32-1034 – Eskom Procurement and Supply Chain Management Procedure
- [4] Occupational Health and Safety Act 85 of 1993 (OHS Act)
- [5] 240-70413681 - Eskom Guideline (Portfolio of Evidence for Authorisation)

2.4.2 Informative

N/A

2.5 DEFINITIONS

2.5.1 General

Definition	Description
Tender	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.
MV Worker:	Demonstrates capabilities to perform MV overhead line construction, auxiliaries (for example pole mounted transformers, pole mounted breakers etc.) and LV overhead line construction work. (MV cabling forms part of the cabling contractors' evaluations)
LV Worker:	Demonstrates capabilities to perform LV overhead line construction, LV cabling, Service Connections, Metering (LPU, SPU, and Prepaid) and Streetlights.
LV Cable Work:	Cable trenching, Laying of LV Cables, LV Terminating and Jointing
Infills	Low value extension- Construction related to MV and or LV infrastructure required. Extension of MV and or LV line or increase in transformer size, LV backbone, service cable and meter.

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
DoL	Department of Labour
EAL	Eskom Academy of Learning
RPL	Recognition of Prior Learning
CFT	Cross Functional Team
LV	Low Voltage
MV	Medium Voltage
SI	Standards Implementation

2.7 PROCESS FOR MONITORING

The document shall be reviewed as and when required to be in line with the best technological practices and Government's procurement policies. There will be no periodic revision.

3 TENDER TECHNICAL EVALUATION STRATEGY AND CRITERIA

The technical evaluation team shall receive tender document pack of contractors that met Commercial evaluation requirements only and will then resume with technical evaluation of the Technical" category of the tender returnable. The evaluation criteria will be used to measure the contractor's ability with regards to the installation of smart meters in compliance with the specific requirements as stated in Eskom's Standards, Eskom's Buyer's Guide Documents, and South African National Standards, and specific user stipulations, as included in the Commercial strategy. This will be achieved by conducting desktop evaluation of this enquiry returnable.

3.1 TENDER TECHNICAL EVALUATION STRATEGY

The technical evaluation team 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.

This will be a desktop exercise consisting of the following evaluation levels:

- Level 1: Mandatory Evaluation
- Level 2: Functional Evaluation
- Level 3: Contractual Evaluation

Note 1: Sharing of resources (i.e., Tools and Equipment, Vehicles and Certificates) is not allowed for this enquiry and if tenderers are found to do so, they will be disqualified.

3.1.1 Level 1: Mandatory Returnable Evaluation

This will be the evaluation of the mandatory requirements. There will be no scoring linked to these requirements, the evaluator shall indicate with a **Yes / No** whether the requirement is met or not. Full compliance is required, i.e., The tenderer needs to meet all the requirements to proceed to the next level. Once the mandatory requirements are met through an evaluation conducted by the evaluation team, the technical evaluation for functionality evidence will proceed, else the tenderer will be deemed unsuccessful for this enquiry.

3.1.2 Phase 2: Functional (Scoring) Returnable Evaluation

This will be the evaluation of the functional requirements. There will be scoring linked to these requirements. The tenderer needs to obtain a minimum threshold score of **eighty-five (85%) percent** to proceed to the next level. Tenderers who fail to meet the minimum threshold will not be evaluated further and will be deemed unsuccessful.

3.1.3 Level 3: Contractual Evaluation

This will be the last evaluation level for this enquiry. Tenderers that meet Level 2 requirements will be requested by Eskom Procurement to submit contractual requirements.

These requirements shall be met prior to tender award as they have been identified as important for the scope of this enquiry. Although this will not form part of the desktop evaluation, these may be submitted during the tender stage. Compliance to these requirements needs to be met and verified prior to tender awarding stage

3.1.4 TET Members

The evaluation exercise will be performed by the appointed Eskom Technical Evaluation Team (TET). The lead evaluator will be a registered professional with the Engineering Council of South Africa.

Two teams consisting of TET members will be formed to ensure that each file is evaluated by two people, and moderated by an independent TET member.

3.2 TENDER TECHNICAL EVALUATION CRITERIA

The requirements are divided into three (3) levels namely Mandatory Requirements, Functional Requirements, and Contractual Requirements, and each is described in detail below.

Note 2: Sharing of resources i.e., tools and equipment, vehicles and certificates is not allowed in this contract and if a company is found to do so, it will be disqualified.

3.2.1 Mandatory Requirements

Table 1 below lists the mandatories that must be submitted by the tenderer: Please note that if any of the requested documentation is not submitted, the tender application shall be discarded / disqualified for this section of technical evaluation without requesting tenderer/s to submit outstanding documentation/s. There will be no scoring linked to these requirements, the evaluator shall indicate with a **Yes / No** whether the requirement is met or not. Once the mandatory requirements are satisfied through an evaluation conducted by the evaluator, the technical evaluation for functionality evidence will proceed.

Table 1: Mandatory Requirements

No.	Criteria	Evidence Required	Minimum Requirement	Mandatory
1	Letter of Registration as Electrical Contractor (DoL) with an Installation Electrician (IE) or Master Installation Electrician (MIE).	Valid (at the time of submission) Department of Labour Certificate (Letter of Registration) in your Company Name.	The DoL Letter must be in company name or company director's name and the registration must be valid (Not expired not forged).	Yes

3.2.2 Functional Requirements

This will be a desktop evaluation of the functional requirements ONLY. Objective or contractual requirements submitted will not influence the results of Stage 2 evaluation.

The tenderer needs to obtain a minimum threshold score of **eighty-five (85%) percent** to proceed from the stage 2 evaluation. The scoring system is depicted in the table below. Final score will be rounded up to the nearest whole number.

Table 2: Desktop Criteria

Item	Description	Weight
1.	Training & Qualifications Requirements	20%
2	Company Work Related Experience	35%
3	Tool & Equipment	20%
4	Vehicles	25%

3.2.2.1 Training Requirements

This section stipulates the training, authorisation, qualification and accreditation requirements for the installation of smart meters, ready board retrofit, data concentrator, data concentrator kiosk, access cover, pole top box DCU commissioning, customer data/Information update and collection for Distribution Division. It should be noted that any requirement/s that will take significant time to achieve (if not in place) or is directly safety related or has cost implications for the tenderer, is seen as critical. Outstanding items can lead to delays before the contractor can start work. These have been listed in contractual requirements section.

Table 3: Training & Qualifications Requirements

Item No.	Criteria	Evidence Required	Evidence Notes	Min Qty.	Max. Score
1	Technical Organogram	Organogram signed by the Managing Director/CEO/Owner Showing at Least Operations Manager, Site supervisor, Linesman, First aider, Store person, SHE Rep and Safety officer	Technical persons Organogram signed by the Managing Director/CEO/Owner The organogram must show at Least: Operations Manager, Site supervisor, Linesman, First aider, Store person, SHE Rep and Safety officer The organogram must be signed by the Director/CEO/Owner and dated.	X1	5
2	Line Construction Training	Submit one (1) MV and LV Training certificate. Certificate must be in the name of the employee listed on the organogram Submit completed and signed Annexure C	Only training certificates from Eskom or SETA or EWSETA accredited training service providers will be accepted.	X1	20
3	Prepayment Training (Split Metering or Smart Metering)	Submit valid pre-payment Training Certificates (e.g. OTO 06G, OTO 06C, OTO 06A) Certificate must be in the name of the employee listed on the organogram Submit completed and signed Annexure C	Only training certificates from Eskom or SETA or EWSETA accredited training service providers will be accepted.	X1	20
TOTAL					45
SCORING METHODOLOGY FOR CERTIFICATES				SCORE (%)	
Certificate is valid, not expired, and covers all modules required and is from accredited service provider.				100	
Certificate is valid, not expired, and from accredited service provider, but does not indicate all modules required.				80	
Certificate expired				40	
Certificate not submitted				0	
<p>The final score for training & qualifications will be calculated by the formula below:</p> $Final\ Score = \frac{Tenderer\ Score}{Total\ points} \times 20\%$					

Item No.	Criteria	Evidence Required	Evidence Notes	Min Qty.	Max. Score
	<p>Affidavit: Tenderers to submit signed and stamped affidavit confirming employment of resource mentioned above. The affidavit template provided (Annexure A) 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.</p> <p>Declaration: Tenderers to submit signed declaration confirming training certificates, vehicles and tools & equipment. The declaration template provided (Annexure C) must be used as the returnable. Failure to return this declaration will result in the tenderer scoring zero on the certificates, vehicles and tools & equipment.</p>				

3.2.2.2 Company Work-Related Experience

This section evaluates the experience of the contractor to enable Eskom to identify the risk associated with using an inexperienced contractor for a critical task such as Electrification. The contractor is expected to demonstrate experience in any one of the following as listed in table 4 below:

Table 4: Work-Related Experience Requirements

Item No	Functional experience	Evidence Required	Min Qty.	Max. Score
1	Contractors previous work-related experience in the installation of smart meters and its accessories	Tenderers to attach signed completion certificates / handover documents for each completed project. (completion certificates / handover documents must include minimum requirements such as project name, high level scope of work, client name, contractor name, start date, end date, task/project value and signature). It must also stipulate the completion date. 5 points (score) for each project submitted.	x2	10
	OR			
	Contractors previous work-related experience in electrification projects *	Tenderers to attach signed completion certificates / handover documents for each completed project. (completion certificates / handover documents must include minimum requirements such as project name, high level scope of work, client name, contractor name, start date, end date, task/project value and signature). It must also stipulate the completion date. 5 points (score) for each project submitted.	x2	10
OR				
	Contractors previous work-related experience in infills projects with house connections or minor retic	Tenderers to attach signed completion certificates / handover documents for each completed project. (completion certificates / handover documents must include minimum requirements such as project name, high level scope of work, client name, contractor name, start date, end date, task/project value and	X4	10

Item No	Functional experience	Evidence Required	Min Qty.	Max. Score
		signature). It must also stipulate the completion date. 5 points (score) for each project submitted.		
TOTAL				10
Notes: If you have two electrification projects, you do not need to submit anything more or additional. In this case the maximum score is 10 points.				
The final score for work-related experience will be calculated by the formula below: $Final\ Score = \frac{Tenderer\ Score}{Total\ Points} \times 35\%$				

3.2.2.3 Tools and Equipment Requirements

Requirements for tools & equipment are listed in tables 5 below. The evidence required on this table should be provided as per template provided in **Annexure B**.

Please complete **Annexures B** to indicate the minimum quantities (Column C) of the tools and equipment.

- Tools and equipment will be evaluated based on the tools register (**Annexures 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 5: Tools and Equipment Requirements

Item	Tool	Evidence Required	Min. Qty	Max. Score
1	Electrical and mechanical toolbox	Tools List / Register in Eskom Format	X1	5
2	Nylon slings/ Chain slings	Tools List / Register in Eskom Format	X1	5
3	Multimeter	Tools List / Register in Eskom Format	X1	10
4	Phase Rotation Meter	Tools List / Register in Eskom Format	X1	10
5	Fibreglass Ladders	Tools List / Register in Eskom Format	X1	10
TOTAL				40
The final score for tools and equipment will be calculated by the formula below: $Final\ Score = \frac{Tenderer\ Score}{Total\ Points} \times 20\%$				
Declaration: Tenderers to submit signed declaration confirming training and qualification certificates, vehicles and tools & equipment . The declaration template provided (Annexure C) must be used as the returnable. Failure to return this declaration will result in the tenderer scoring zero on the certificates, vehicles and tools & equipment.				

3.2.2.4 Vehicle Requirements

Vehicles will be evaluated based on the vehicle register submitted by the tenderers and it must be in the Eskom format provided.

For vehicles listed in the vehicle register, copies of the vehicle registration document shall be submitted. The registration document shall bare the company name or owner(s)/director's name.

Table 6: Vehicles Requirements

Item No.	Vehicles – Owned / Hired				
	Criteria	Evidence Required	Evidence Notes	Min. Qty.	Max. Score
1	4x4 or 4x2 Pick-up Bakkie with Ladder Rack (LDV/Double Cab)	Registration Certificate in the company / owner's (Shareholder in the case of Company and Managing member in the case of Close Cooperation) name. OR In case the vehicle is hired / leased, lease agreement from bona fide vehicle rental companies to be submitted as proof.	Full Licence document showing company / owner's information Rental / lease agreement shall be signed by both parties.	X1	20
2	Transport for workers: (Not open Bakkie – All to have safety belts)	Registration Certificate in the company / owner's (Shareholder in the case of Company and Managing member in the case of Close Cooperation) name. o OR In case the vehicle is hired / leased, lease agreement from bona fide vehicle rental companies to be submitted as proof. Submit completed and signed Annexure C	Full Licence document showing company / owner's information Rental / lease agreement shall be signed by both parties.	X1	10
Total score					30
SCORING METHODOLOGY				SCORE (%)	
Registration certificate is valid and bares the company name or owner(s)/director's name.				100	
Vehicle is rented / leased from bona fide hiring company with valid, signed rental agreement				80	
Rental / lease agreement not valid and / or signed.				40	
Registration certificate / rental / lease agreement not submitted				0	

Item No.	Vehicles – Owned / Hired				
	Criteria	Evidence Required	Evidence Notes	Min. Qty.	Max. Score
<p>The final score for vehicles will be calculated by the formula below:</p> $Final\ Score = \frac{Tenderer\ Score}{Total\ Points} \times 25\%$					
<p>Declaration: Tenderers to submit signed declaration confirming training and qualification certificates, vehicles and tools & equipment. The declaration template provided (Annexure C) must be used as the returnable. Failure to return this declaration will result in the tenderer scoring zero on the certificates, vehicles and tools & equipment.</p>					

3.2.3 Contractual Requirements

Contractual requirement (table 7) will not be evaluated during desktop evaluations but will become a requirement before contract award.

Table 7: Contractual Requirements

No.	Requirements	Evidence Required	Evidence Notes	Yes / No
1	PDE SCOT Website Access	Letter showing username and password	Contractors need to subscribe to the PDE Website to get the latest Eskom standards and drawings. Access outside Eskom: https://scot.eskom.co.za The confirmation of access Letter should be valid at the time it gets submitted.	
2	<p>MV and LV Authorisation Certificates:</p> <p>Valid</p> <p>1×MV Authorisation</p> <p>OR</p> <ul style="list-style-type: none"> • First Aid Level 2 • Basic Fire fighting • Supervision • Risk Assessment or HIRA • Equipotential Earthing • ORHVS HV02 • FAS certificate • Basic Electric or N2 in Electrical Engineering 	<p>A copy of the Authorisation certificate issued by Eskom to the relevant resource.</p> <p>OR</p> <p>A copy of permit cards showing the full details of the permit holder will be accepted as evidence.</p> <p>AND</p> <p>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.</p>	<p>MV and LV Authorizations:</p> <ul style="list-style-type: none"> • All certificates should be in the same name of the employee working for the applicant company. • The applicants are required to submit all listed certificates to score full points. • All certificates are to be valid as at the time of submission. <p>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 authorization, at</p>	

No.	Requirements	Evidence Required	Evidence Notes	Yes / No
	Valid 1×LV Authorisation OR <ul style="list-style-type: none"> • LV Regulations • LV Operating • Basic Electric or N2 in Electrical Engineering • Test Instrument • Supervision • HIRA or Risk Assessment. • First Aid level 2 • Fire Fighting 		the tendering company during the tender period.	

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

This document has been seen and accepted by:

Name & Surname	Designation
Musa Mabila	Senior Manager Business Enablement
Pravind Orrie	Senior Manager Asset Creation
Koena Moholola	Middle Manager Procurement
Madimetja Phalane	Procurement Manager LOU
Nelly Nkosi	Procurement Manager MOU

5 REVISIONS

Date	Revision	Compiler	Remarks
Feb 2023	1	Malusi Mathonsi	First Issue Document
May 2025	2	Sello Lekalakala	Document revised with additional requirements.

5.1.1.1	Aug 2025	3	Sello Lekalakala	Removed site assessment and verification
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6 DEVELOPMENT TEAM

- Sello Lekalakala
- Blessing Mbatha
- Mmedi Motaung

7 ACKNOWLEDGEMENTS

N/A

ANNEXURE A: AFFIDAVIT CONFIRMING EMPLOYMENT OF RESOURCE

I _____ (full names),

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

<input type="checkbox"/>	Accredited LV Line Construction Resource
<input type="checkbox"/>	Accredited MV Line Construction Resource
<input type="checkbox"/>	Eskom Authorized Person

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)

ANNEXURE B: TOOLS & EQUIPMENT LIST / REGISTER

A	B	C	D
Item	Tools	Min. Qty	Max. Score
1	Electrical and mechanical toolbox		
2	Nylon slings/ Chain slings		
3	Multimeter		
4	Phase Rotation Meter		
	Fibreglass Ladders		
5	Earth Leakage Unit (ELU) tester		
TOTAL			
<p>Declaration: I hereby confirm that the list above is a true reflection of the tools & equipment owned by my company.</p>			
Name:			
Signature (Company Owner / CEO)			
Date			
<p>Note: The tool list must be fully completed to be accepted and scored</p>			

ANNEXURE C: DECLARATION FOR TOOLS, CERTIFICATES AND VEHICLES

Tendering Company Name	
Declaration 1: I hereby confirm that all the certificates provided here in this tender are a true reflection of the employees training and may be verified with services providers. In case of any deviation(s) from the above, I Hereby authorise Eskom to disqualify the company from this enquiry.	
Declaration 2: I hereby confirm that the Tools and Equipment list submitted for this enquiry is the true reflection of the tools and equipment owned by the company. In case of any deviation(s) from the above, I Hereby authorise Eskom to disqualify the company from this enquiry.	
Declaration 3: I hereby confirm that vehicle registration documents or rental agreements submitted for this enquiry is a true reflection of the company assets or rental agreement with the bona fide rental company In case of any deviation(s) from the above, I Hereby authorise Eskom to disqualify the company from this enquiry.	
Note: Failure to return this declaration will result in the tenderer scoring zero on the certificates, vehicles and tools & equipment.	
Company Name:	
Name (Company Owner or CEO):	
Signature (Company Owner or CEO):	
Date:	