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1. INTRODUCTION

Lethabo Power Station therefore seeks to acquire external services for supply, delivery and installation of boardroom audio system including mics for the 4th floor boardroom Admin Building 1.

2. SUPPORTING CLAUSES

2.1 Purpose

The purpose of this specification is to define the scope of work and requirements for the services that will be provided by the external contractor to supply and install audio system including mics in the 4th floor boardroom in Admin building 1 at Lethabo.

2.2 Applicability

This document applies to Eskom Lethabo Power Station.

3. NORMATIVE/INFORMATIVE REFERENCES

Parties using this document shall apply the most recent edition of the documents listed in the following paragraphs.

3.1 NORMATIVE

- [1] 240-56227443 Requirements for Control and Power Cables for Power Stations Standard.

3.2 INFORMATIVE

- [2] ISO 9001 Quality Management Systems.
- [3] Occupational Health and Safety Act No. 85 of 1993.
- [4] Engineering Profession Act, 2000, (Act 46 of 2000).
- [5] 32-727 - Eskom Safety, Health, Environment and Quality (SHEQ) Policy.
- [6] 240-53113953: Manage Engineering Accountability Procedure
- [7] 240-49104627: Engineering Workload and Resource Planning Procedure
- [8] 240-53114026: Project Engineering Change Management Procedure
- [9] 240-53114002: Engineering Change Management Procedure
- [10] 240-50317699: Manage Technical Queries Procedure
- [11] 240-53113685: Design Review Procedure
- [12] 240-48929482: Tender Technical Evaluation Procedure
- [13] 240-53665024: Engineering Quality Manual
- [14] 240-53114186: Document and Records Management

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- [15] 240-53114190: Internal Audit Management
- [16] 240-53114192: Corrective and Preventative Action
- [17] 240-53114193: Occurrence and Incident Management
- [18] 240-53114194: Control of non-conforming Product
- [19] 240-53113953: Manage Engineering Accountability Procedure
- [20] 240-49104627: Engineering Workload and Resource Planning Procedure
- [21] 240-72343609: Engineering Issue Management and Escalation Works Instruction
- [22] 240-44460271: PCM for Set Up Engineering Work

4. SCOPE OF WORK

The scope of work should be read in conjunction with the TEC (Technical Evaluations Criteria)

NB: PLEASE INCLUDE PICTURES OF SAMPLE ITEMS WITH QUOTATION

	Quantity	Unit price	Total Price
Unified core 8 flex - 8 local audio i/o channels. 64x64 network i/o channels	1		
4 inch full - range. low-profile ceiling-mount network loudspeaker poe/ poe+ powered.	8		
Wireless Conference Unit Power supply (hardwire to individual units)	31		
Portable Wireless conference unit	31		
16-inch (40cm) gooseneck dual flex cardioid	31		
Essential for rooms - one year - service support plan	1		
Wireless access point 5ghz/2.4ghz	1		
Chairman button set for the conference unit	1		
Lightware - cab-hdmi20-phs200f	1		
Lightware - cab-usbc-t200c	1		
4k60 4:4:4 network video endpoint, software configurable as encoder and decoder	2		
12v 10a aux power supply to enable usb-c device charging	1		
5 inch Poe touch screen controller for inwall mounting colour - black only	1		
26-port network switch preconfigured for audio system	1		
Networked charging station. 10 bays	1		
Clickshare cx-30 gen2 set including 2 buttons	1		
Cabling and Connectors	1		

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Lethabo Power Station Boardroom Mics Scope of Work and Technical Criteria

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Power and Audio	1		
Logitech - tap scheduler - purpose-built scheduling panel for meeting rooms - graphite	1		
TRANSPORT AND DELIVERY	1		
INSTALLATION	1		
SAFETY FILE (incl. Medicals)	1		
Total Excluding VAT			
Total Including VAT			

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5. TECHNICAL EVALUATIONS CRITERIA

Note: If the final score of the tender is below 70% it will be considered technically unacceptable.

Table 1: Qualitative Technical Evaluation Criteria

	Qualitative Technical Criteria Description	Reference to Technical Specification / Tender Returnable	Criteria Weighting (%)	Criteria Sub Weighting (%)	Score Qualification (As per Error! Reference source not found.)
1	The Tenderer demonstrates, company track record in installation of audio equipment.	Reference letter from a client where audio equipment installation was done	30 %	n/a	5= Track record of the company with 1 year relevant experience 4= Track record of the company with 6 months experience 2= Track record with < 6months relevant experience 0= non-responsive, no items submitted
2	The Tenderer submits a project plan with timelines/duration. Alternatively, a lead time including completion of the installation.	Submission of a project plan with timelines/ or indication of the lead time in the submission	20 %	n/a	5= One week project plan with timelines 4= Two weeks project plan with timelines 2= Over two weeks project plan with timelines 0=non-responsive, none of the items provided
3	Submission of datasheet indicating compliance to specification/ scope of work.	Datasheet indicating compliance to specification/scope of work	50 %	n/a	5= datasheet clearly indicating 100% compliance to specification/scope 4= datasheet indicating 80% compliance to specification/ scope of work 2= datasheet indicating less than 80% compliance to the specification /scope. 0= Non-responsive, no items submitted
			TOTAL: 100		

6. AUTHORISATION

This document has been seen and accepted by:

Name and Surname	Designation
Thuli Njapha	Engineering Manager
Karabo Rakgolela	General Manager

7. REVISION

Date	Rev.	Compiler	Remarks
02 February 2026	2	T Mokoena	Updated to include broader audio system to enable functionality

8. DEVELOPMENT TEAM

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

- Tebello Mokoena

9. ACKNOWLEDGEMENTS

- None

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