

## THE SUPPLY AND DELIVERY OF GENERAL CONSUMABLE PRODUCTS (OIL LABORATORY CONSUMABLES))

**SCOPE OF WORK AND TECHNICAL EVALUATION**

The following tasks will be done as part of the order:

**1. Scope of Work**

To establish a contract for the supply and delivery of general consumable products on as and when required basis for a period of five (5) years.

- Supply and delivery of consumable products, but not limited to the list below as and when required.
- Site meeting must take place for clarification – especially to discuss the labels, tins, nitrile seals and plastic bottles.
- Turn-around of less than 5 days to deliver goods after receiving the purchase order.
- Tender on priority items as indicated in tender document.
- Delivery to all sites as mentioned in tender documents.
- Pricing must include delivery cost.
- Provide a sample of the tins and nitrile seals with tender.
- Provide a sample of the labels as per sketch submitted.
- Provide three reference letters from customers where same work has been provided previously.
- Laboratories included in this contract request are:

P&FS laboratory (Rosherville)

P&FS laboratory (Rotek)

P&FS laboratory (Witbank)

P&FS laboratory (Pietermaritzburg)

P&FS laboratory (Port Elizabeth)

P&FS laboratory (Brackenfell)

Eskom

P&FS laboratory (Bloemfontein)

P&FS laboratory (Klerksdorp)

P&FS laboratory (Polokwane – Seshego)

**1. Table 1 General Consumables**

| <b>ITEM</b>                              | <b>Estimate Qty per 1 year</b> | <b>Estimate Qty per 5 years</b> | <b>Priority Items</b> |
|------------------------------------------|--------------------------------|---------------------------------|-----------------------|
| AA Battery                               | 90                             | 450                             |                       |
| AAA Battery                              | 90                             | 450                             |                       |
| Automatic dishwasher powder 1kg          | 20                             | 100                             |                       |
| Bio crystal dish washing powder 1kg      | 30                             | 150                             | *                     |
| Black Nitrile Seals (2mm, diameter 38mm) | 36000                          | 180000                          | *                     |
| Brasso metal polish (250ml)              | 37                             | 185                             | *                     |
| Bubble wrap 100m x 1200mm                | 9                              | 45                              | *                     |
| Butane gas 140g                          | 10                             | 50                              | *                     |
| Cable ties 100mm pack of 100             | 9                              | 45                              | *                     |
| Cable ties 200mm pack of 50              | 9                              | 45                              | *                     |

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|                                                                       |      |       |   |
|-----------------------------------------------------------------------|------|-------|---|
| Chamois lintless cloths                                               | 18   | 90    | * |
| Cone Tins with caps 1Litre                                            | 7000 | 35000 | * |
| Degreaser 25L                                                         | 9    | 45    | * |
| Dettol hand wash 200ml                                                | 210  | 1050  |   |
| Dishwashing liquid (5lt)                                              | 26   | 90    | * |
| Gloves disposable nitrile examination gloves (large, 100/box)         | 54   | 270   | * |
| Gloves disposable nitrile examination gloves (medium, 100/box)        | 131  | 655   | * |
| Gloves disposable nitrile examination gloves (small, 100/box)         | 10   | 50    |   |
| Gloves disposable nitrile examination gloves (XL, 100/box)            | 10   | 50    |   |
| Hand cleaner liquid (5 lt)                                            | 26   | 130   | * |
| Hand cream (500g)                                                     | 88   | 440   | * |
| Hand cream barrier (500ml)                                            | 18   | 90    | * |
| Hand held gas burner with 5 gas canister                              | 6    | 30    | * |
| Hand soap bars 150g                                                   | 120  | 600   | * |
| Hand soap liquid 5 lt                                                 | 58   | 290   | * |
| Handy clean-ammonia (5lt)                                             | 26   | 130   | * |
| Jik 5L                                                                | 10   | 50    | * |
| Kitchen scourers sponge                                               | 130  | 650   | * |
| Lithium CR032 Battery                                                 | 12   | 60    | * |
| Masking tape (48mm x 40m roll)                                        | 26   | 130   |   |
| Multi-purpose lubricant Q20 (260ml aerosol can)                       | 9    | 45    |   |
| Packaging tape (48mm)                                                 | 210  | 1050  | * |
| Paper roll (till slips) 57mm                                          | 100  | 500   |   |
| Paper wipe roll                                                       | 74   | 370   | * |
| Plastic bottle 500ml with cap (white HDPE Boston)                     | 5000 | 25000 | * |
| Refuse plastic bags (20/pack)                                         | 128  | 640   | * |
| Stopwatch/Timer                                                       | 26   | 130   |   |
| Tin Labels (QA & General sample) - Self adhesive and cut, pack of 100 | 1050 | 5250  | * |
| Waste rags (5kg pack)                                                 | 54   | 270   | * |
| Windolene                                                             | 12   | 60    | * |

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**2. Special requirements**

- Site clarification meeting (MS Teams) must take place – especially to discuss the tins, nitrile seals and plastic bottles.
- Turn-around of less than 5 days to deliver goods after receiving the purchase order.
- Tender on all priority items as indicated in tender document.
- Delivery to all sites as mentioned in tender documents.
- Pricing must include delivery cost.
- Provide a sample of the tins and nitrile seals with tender.
- Provide a sample of the labels required.
- Provide three reference letters from customers where same work has been provided previously.

**3. Specification of product**

3.1 Specification for consumables is listed on table 1 (above)

3.2 Specification for Tins:

- Metal tins with screw-on metal caps.
- Shape: “Rectangular” (orthorhombic) 1 litre tin
- Dimensions: HXWxD = 170X120x60mm
- Lid: Screw
- Seal: Nitrile rubber (Nitrile seal, 2mm thick, fitted inside the cap)
- Gastight – welded seams
- Material: Aluminium or plain tin plate, corrosion resistant on the outside

and/or

- “Round cone” tins 1 litre tins
- 35mm diameter tin opening
- Dimensions: HxD = 210mm (including cone) X 90mm
- Lid: Screw
- Seal: Nitrile rubber (Nitrile seal, 2mm thick, fitted inside the cap)
- Gastight – welded seams
- Material: Aluminium or plain tin plate, corrosion resistant on the outside.

3.3 Sample Label Specification:

- Dimension: 150mm(h) x 100mm(w)
- Label Self Adhesive, Score back Paper, Oil Resistant (be able to write with pen on it)
- Black print on white background
- Font: Arial
- Font size: 8

**A. Oil Sample (Transformer)**

**Table 2**

|                                                                                           |                             |       |  |
|-------------------------------------------------------------------------------------------|-----------------------------|-------|--|
|  Eskom | Oil Sample from Transformer | Rev.2 |  |
| Substation                                                                                |                             |       |  |
| TRFR Position                                                                             |                             |       |  |
| Serial No                                                                                 |                             |       |  |
| Plant Voltage (kV)                                                                        |                             | MVA   |  |

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|                     |  |
|---------------------|--|
| Make                |  |
| Year of Manufacture |  |
| Top Oil Temperature |  |
| Volume of oil       |  |
| Sampled by          |  |
| Date Sampled        |  |
| Works Order Number  |  |

Reason for Sampling (please mark with a X)

|                    |            |          |                  |
|--------------------|------------|----------|------------------|
| Routine/in-service | Trip/Fault | Resample | Prior Energising |
| Other / Specify    |            |          |                  |

Sample Point

|               |                      |                        |                       |
|---------------|----------------------|------------------------|-----------------------|
| Buchholz      | BMT                  | Selector               | Conservator           |
| Tap changer   | Red<br>A-ph Diverter | White<br>B-ph Diverter | Blue<br>C-ph Diverter |
| Other/Specify |                      |                        |                       |

Analysis Required

|                    |                    |                                |                      |                   |                  |
|--------------------|--------------------|--------------------------------|----------------------|-------------------|------------------|
| DGA                | Water              | Dielectric<br>Strength<br>(kV) | Acidity              | Furanics          |                  |
| PCB                | DP in Paper        | Passivator                     | Moisture in<br>Paper | Age<br>Assessment | QA (13<br>tests) |
| Inhibitor<br>level | Regenerated<br>Oil | Other /<br>Specify             |                      |                   |                  |

Containers

|                    |         |                           |                |
|--------------------|---------|---------------------------|----------------|
| Tin                | Syringe | Certified Glass<br>Bottle | Plastic Bottle |
| Syringe Serial No: |         |                           |                |

**B. Oil sample (Non transformer)****Table 3**

|                                                                                           |                               |       |
|-------------------------------------------------------------------------------------------|-------------------------------|-------|
|  Eskom | Oil Sample - None Transformer | Rev.0 |
|-------------------------------------------------------------------------------------------|-------------------------------|-------|

|                     |          |      |        |       |  |
|---------------------|----------|------|--------|-------|--|
| Company/Customer    |          |      |        |       |  |
| Location (Site)     |          |      |        |       |  |
| Sample description  |          |      |        |       |  |
| Bulk Container Type | ISO TANK | Bags | Tanker | Other |  |
| Unique ID/Reference |          |      |        |       |  |
| Sampled by          |          |      |        |       |  |
| Date Sampled        |          |      |        |       |  |

Reason for Sampling (Please mark with an X)

|                      |                        |                  |               |
|----------------------|------------------------|------------------|---------------|
| Prior to filtration  | After Filtration       | Prior regen      | After regen   |
| On delivery<br>(New) | On delivery<br>(Regen) | Prior to filling | After filling |
| Other / Specify      |                        |                  |               |

Sample Point (Please mark with an X)

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|                 |            |                  |                |      |
|-----------------|------------|------------------|----------------|------|
| Tanker manifold | ISO Tank   | Regen plant      | Bag outlet     | Drum |
| MOP inlet       | MOP outlet | Fixed Tank valve | Fixed Tank top |      |
| Other/Specify   |            |                  |                |      |

Oil Tests Required (Please mark with an X)

|                             |                |                                  |          |             |                               |               |
|-----------------------------|----------------|----------------------------------|----------|-------------|-------------------------------|---------------|
| Dielectric, Water & Acidity |                | Sludge, Colour, Appearance & IFT |          |             | Corrosive Sulphur & Tan Delta |               |
| Silicon & FTIR              | Particle Count | DGA                              | Furanics | Resistivity | PCB                           | QA (13 tests) |
| Other Analysis              |                |                                  |          |             |                               |               |

Containers (Please mark with an X)

|                    |         |                        |                |
|--------------------|---------|------------------------|----------------|
| Tin                | Syringe | Certified Glass Bottle | Plastic Bottle |
| Syringe Serial NO: |         |                        |                |

## 4. Technical Evaluation

Table 4

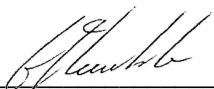
| Requirements                                                                                                           | Calculation of score                                                          | Score (Weight) (%)<br>(Formula=Pts scored x 100 / weight = % received) |
|------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------|------------------------------------------------------------------------|
| Turnaround time: Provide confirmation letter for the time it takes to deliver goods after receiving the purchase order | <5 days: Pts 10                                                               | 10                                                                     |
|                                                                                                                        | >5 days: Pts 5                                                                |                                                                        |
| Tender on priority items as indicated in tender document. Total priority items = 27                                    | Tender on priority items 90 to 100% Pts 15                                    | 15                                                                     |
|                                                                                                                        | Tender on priority items 80 to 90% Pts 5                                      |                                                                        |
|                                                                                                                        | Tender on priority items less than 80% Pts 0                                  |                                                                        |
| Delivery to all sites as mentioned in tender documents. Indicate in a letterhead or letter.                            | Deliver to all sites: Pts 10                                                  | 10                                                                     |
|                                                                                                                        | Deliver to in JHB and other two sites: Pts 5                                  |                                                                        |
| Tendered pricing must include delivery cost.                                                                           | Tendered pricing includes delivery cost: Pts 10                               | 10                                                                     |
|                                                                                                                        | Tendered pricing does not include delivery cost: Pts 0                        |                                                                        |
| Provide a sample of the actual tins and nitrile seals with tender.                                                     | Provide a sample of the tins and nitrile seals with tender: Pts 25            | 25                                                                     |
|                                                                                                                        | Not provided a sample of the actual tins and nitrile seals with tender: Pts 0 |                                                                        |

# REVISED SCOPE OF WORK & TECHNICAL CRITERIA

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|                                                                                                          |                                                                                                                                                            |            |
|----------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|
| Provide a sample of the labels required according to table 2 and 3.                                      | Provide a sample label required according to the defined specification on section 6.3: Pts 15 or                                                           | 15         |
|                                                                                                          | Confirm in a letterhead that the required sample label will be manufactured using material according to stipulated specification under section 6.3: Pts 10 |            |
| Provide 3 reference letters from customers where similar work has been provided in the past three years. | Provide 3 reference letters from customers where similar work was done: Pts 15                                                                             | 15         |
|                                                                                                          | Provide 2 reference letters from customers where similar work was done: Pts 10                                                                             |            |
|                                                                                                          | Provide less than 2 reference letters from customers where similar work was done: Pts 0                                                                    |            |
| <b>TOTAL</b>                                                                                             |                                                                                                                                                            | <b>100</b> |
| <b>TRESHOLD (75%)</b>                                                                                    |                                                                                                                                                            |            |

**Compiled by:** Gerhard Laubscher **Date:** 05 June 2024

Signature: 

**Approved by:** Makuka Setjie **Date:** 05 June 2024

Signature: 