	Informal Tendering Request for Quotation (RFQ) For transactions up to R1M	Unique Identifier	
		Revision	Rev. 5
		Revision Date	July 2020
		Procurement and Supply Chain Management (P&SCM)	
		Enquiry number	OLT1253312

Dear Valued Supplier,


Eskom Holdings SOC Ltd (“Eskom”) hereby invites you to submit a quote on the following goods/works/services as stated below.

Please note the following rules with respect to the OLT system (Informal Tendering)

- a. Please ensure that the email subject line only contains the OLT1253312 Enquiry number as per heading and no other information. Do not add any text to the subject line. Do not add any space in between the prefix and the enquiry number.
- b. Ensure that the enquiry number is stipulated in the subject line on all e-mails if multiple emails are sent.
- c. Ensure that you receive a confirmation email after submitting your documentation. Please follow up immediately via the email address of the respective buyer if you did not receive this.
- d. Maximum attachment size per email is 10MB. It is the supplier’s obligation to ensure that the attachments per email do not exceed this limit.
- e. Please note closing date and time on the RFQ. Your submission will not be evaluated if it is received after the closing date and time of the RFQ.
- f. All tender returnables/documentation must be submitted to Informaltendering@eskom.co.za only. E-mails to any other address (except for clarifications) will not be accepted. Failure to comply with these rules will result in your tender being disqualified.
- g. Requests for Clarifications must be sent in writing to the respective buyer at SishiM@eskom.co.za and not to Informaltendering@eskom.co.za. All requests for clarifications and responses must be in writing. Eskom will respond to requests for clarification received within one (1) – two (2) working days before the tender closing deadline, depending on the enquiry duration and complexity.

Note:

- Due to varying requirements, slight changes could be included in each RFQ document, and suppliers are therefore required to read through the document carefully whenever invited to tender.
- ALL Suppliers are required to be registered (except foreign suppliers) on the National Treasury Central Supplier Database (CSD) as at tender response stage and the respective CSD number must be provided with all quotes together with the Eskom vendor registration number.

	Informal Tendering Request for Quotation (RFQ) For transactions up to R1M	Unique Identifier	
		Revision	Rev. 5
		Revision Date	July 2020
		Procurement and Supply Chain Management (P&SCM)	
		Enquiry number	OLT1253312


Only tenderers (except foreign suppliers) who are on CSD, will be awarded a Contract/Purchase order.

For CSD registration: Please register at <https://secure.csd.gov.za/>

- All Suppliers (including Foreign suppliers) are required to complete SBD 1- Invitation to Bid and submit this annexure at tender closing deadline. Local suppliers are required to be tax compliant and must submit CSD Number/ Efiling pin number/ copy of tax clearance certificate as evidence of their tax compliance status.
- Foreign suppliers (even those with no footprint in RSA) are in addition required to answer Part B (3) which is part of the afore-mentioned SBD 1. Should the said Foreign suppliers answer “yes” to any of the questions [Part B (3)]; they are required to be tax compliant and must therefore submit their Efiling pin number or copy of tax clearance certificate which will be verified by Eskom.
- All suppliers are required to refer to www.eskom.co.za for the Supplier Integrity Pact that must be downloaded and read. The Integrity Pact Declaration (attached hereto) named Supplier Declaration Form is a mandatory tender returnable.
- Specify line prices at lines where prices are submitted and indicate no quote at lines where no price is submitted.
- Where “designated sectors” are applicable, ensure that the relevant annexures and declarations are submitted by the RFQ deadline. Tenderers not meeting the threshold will be disqualified.
- It is now a requirement to return full specifications with your quotation eg. drawings, dimensions, manufacturer's name, etc of the item contained in this RFQ. You are also required to complete and submit the attached deviation form along with your quotation at RFQ closing deadline. Even if there is no deviation, it is still required to be completed and return this schedule stating that there is no deviation. Please ensure that the SAP No, Drawing No, Revision No and Manufacturer is stated on the form. It must also be signed.
- Only Eskom Standard Conditions of Tender applies.

ANNEXURES (available for download on sharepoint/hyperwave)

- Integrity Pact Declaration (applicable for all enquiries)

	Informal Tendering Request for Quotation (RFQ) For transactions up to R1M	Unique Identifier	
		Revision	Rev. 5
		Revision Date	July 2020
		Procurement and Supply Chain Management (P&SCM)	
		Enquiry number	OLT1253312

- SBD-6.2- Certificate for Local Production and Content and Annexures C,D,E (applicable where there are designated sectors / materials only)
- Tax Evaluation questionnaire (applicable for services type of contracts only)
- SBD 1- Invitation to Bid (applicable for all suppliers)
- CPA Requirements for Local Goods/Services (South African) or CPA (IG) for Foreign Goods / Services (where applicable)
- Technical Deviation Schedule (applicable for all enquiries)
- Preference Claim Form(applicable for all enquiries)
- Eskom Standard Conditions of Tender(applicable for all enquiries)
- Eskom's General Conditions of Purchase(applicable for all enquiries)
- SDL&I Undertaking (where applicable- to be obtained from SDL&I)

1. CONDITIONS OF PURCHASE

Eskom General Conditions of Purchase (as attached) will apply.

2. EVALUATION CRITERIA

For transactions above R30 000 (inclusive of VAT) up to R50M (inclusive of VAT) Price and B-BBEE Preferential Point Scoring will be based on the 80/20 allocation aligned to the PPPFA Regulations 2017;

For transactions less than R30 000 (inclusive of VAT); the Preferential Point Scoring is not mandatory and only Price may be used (or state any other criteria to be used).

Note:

Eskom reserves the right to negotiate with preferred bidders after a competitive bidding process or price quotations; should the tendered prices not be deemed market-related.

“Eskom reserves the right to award to a supplier who may not be the highest scoring or highest ranked supplier, in line with Section (2)(1)(f) of the PPPFA”, due to “objective criteria” however this would have to be subject to negotiations.


Upon evaluation of tenders received, Eskom may negotiate or conclude orders with one or more suppliers.

Contractual requirements may comprise the following, where applicable:-

1. SHEQ Requirements
2. Due Diligence (financial analysis)

3. TENDER RETURNABLES

Please ensure that the tender returnables listed hereunder are submitted as per stipulated deadlines as non-compliance with mandatory tender returnables at RFQ closing deadline will result in disqualification (except where these are required for scoring /ranking purposes only). Non-compliance with mandatory returnables due at contract/order award stage will impact award.

	Informal Tendering Request for Quotation (RFQ) For transactions up to R1M	Unique Identifier	
		Revision	Rev. 5
		Revision Date	July 2020
		Procurement and Supply Chain Management (P&SCM)	
		Enquiry number	OLT1253312


- Integrity Pact Declaration **(at RFQ closing deadline)**
- SBD 6.2- Certificate for Local Production and Content and Annexures C,D, E **(at RFQ closing deadline)** Applicable where there are designated sectors/materials only.
- Tax Evaluation questionnaire to determine whether a company, close corporation (CC) or Trust is a personal service provider for purposes of PAYE **(at order/contract award)** Applicable for services contracts only.
- SBD 1- Invitation to Bid **(at RFQ closing deadline)** Applicable for all suppliers
- CPA Requirements for Local Goods/Services (South African) or CPA (IG) for Foreign Goods/Services **(at tender closing deadline)** Where applicable.
- Technical Deviation schedule **(at RFQ closing deadline)**. This must be completed, signed and submitted for all enquiries indicating whether there are deviations or not. Whether there are deviations or not, if the deviation schedule has not been completed and/or returned with your quote, your offer will be will be disqualified.
- SBD 6.1- Preference Points Claim Form **(at RFQ closing deadline)** Applicable for all
- Copy of valid current SARS certificate **(at contract/order award)** Applicable for Foreign suppliers who are required to be tax compliant but have not submitted a CSD/eFiling Pin number.
- ***Original or Certified copy of a Valid B-BBEE certificate or a sworn affidavit (in the case of EME/QSE) (at RFQ closing deadline)**
- List of Directors/Shareholding **(at RFQ closing deadline)**
- Letter of Good Standing (COIDA) **(at contract/order award)**
- CIDB **(at contract/order award)** Applicable for construction-related contracts.
- SDL&I Undertaking **(at RFQ closing deadline)** Where applicable and provided by SDL&I

***Note:**

Where there is failure on the part of the supplier to submit an original or a copy by stipulated deadline for purposes of evaluation and scoring, the tender submission will not be deemed non-responsive and disqualified exclusively for this reason, but will automatically score zero on B-BBEE for purposes of scoring and ranking (if otherwise deemed to be responsive and acceptable in all other aspects).

However, if these original and copies etc are required as evidence to show compliance with pre-qualification criteria; and they are not provided at RFQ tender closing deadline; then the tender will be disqualified.

Furthermore, should a Certified copy of a current valid original B-BBEE certificate/affidavit not be submitted by the recommended tenderer/s at tender

	Informal Tendering Request for Quotation (RFQ) For transactions up to R1M	Unique Identifier	
		Revision	Rev. 5
		Revision Date	July 2020
		Procurement and Supply Chain Management (P&SCM)	
		Enquiry number	OLT1253312

award stage; no contract/purchase order will be awarded to the recommended tenderer.

NOTE:- COMPLETE ALL PAGES AND INDICATE UNIT PRICE NEXT TO EACH LINE ITEM IF QUOTED ON AND INDICATE NO QUOTE IF NOT QUOTED ON LINE ITEM. SUBMIT THE WHOLE RFQ DOCUMENTATION

SUPPLIER NAME: _____

ESKOM VENDOR NUMBER _____

COMPANY REGISTRATION NUMBER _____

SARS eFiling Pin Number _____

B-BBEE LEVEL _____

ADDRESS _____

TEL NO: _____

FAX NO: _____

E-MAIL: _____


National Treasury CSD number: _____
(Not compulsory for Foreign Suppliers)

NOT ACCEPTING ESKOM HOLDINGS SOC LTD GENERAL CONDITIONS OF PURCHASE WILL RENDER QUOTE NON-RESPONSIVE

DO YOU ACCEPT ESKOM HOLDINGS SOC LTD GENERAL CONDITIONS OF PURCHASE?

Yes _____
No _____

DELIVERY DATE OFFERED: _____

	Informal Tendering Request for Quotation (RFQ) For transactions up to R1M	Unique Identifier	
		Revision	Rev. 5
		Revision Date	July 2020
		Procurement and Supply Chain Management (P&SCM)	
		Enquiry number	OLT1253312

ARE DELIVERY CHARGES INCLUDED IN THE PRICE

Yes _____

No _____

DISCOUNT: (1) TRADE _____

(2) SETTLEMENT _____

ARE THE PRICE/S FIXED AND FIRM?

Yes _____

No _____

Freight Insurance: _____

FOB VALUE: _____

RATE OF EXCHANGE: _____

QUOTATION VALIDITY PERIOD: _____ DAYS

PRINT NAME OF SUPPLIER: _____

TOTAL TENDER PRICE, EXCLUDING DELIVERY AND VAT: _____


TOTAL TENDER PRICE INCLUDING DELIVERY BUT EXCLUDING VAT _____

TOTAL TENDERED PRICE, INCLUDING VAT _____

SIGNATURE _____

(Duly authorised to sign on behalf of the supplier)

DATE _____

	Informal Tendering Request for Quotation (RFQ) For transactions up to R1M	Unique Identifier	
		Revision	Rev. 5
		Revision Date	July 2020
		Procurement and Supply Chain Management (P&SCM)	
		Enquiry number	OLT1253312

Suppliers Must Comply with Eskom's Life Saving Rules while on site.

The supplier will additionally be required to ensure that the following environmental requirements are complied with at all times (where applicable):-

1. Zero liquid effluent discharge.
2. No chemicals will be dumped into the station drains or on the premises.
3. No oil or waste will be dumped on an unauthorized area or unlicensed waste site.
4. Asbestos will be handled and stored according to Asbestos Regulation R155 of 2002.
5. No materials or waste will be burnt on site. Hazardous substances shall be handled and stored according to the Hazardous substances. Regulation GN1179 of 1995 effluent shall not be discharged into public streams.

4. Technical Deviation

- i. Are there any technical Deviations: Yes_____ | No ____ (Mark Applicable)
- ii. If “Yes” above, did you submit a signed technical deviation?
Yes_____ | No ____ (Mark Applicable)

Comment:
