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Compiled by	**Supported by**	**Authorised by**
.....	.....	.....
Sello Lekalakala	**Boreman Risiva**	**Mmedi Motaung**
Senior Technician	**Senior Technologist**	**Manager Engineering**
Technology Engineering	**Technology Engineering**	**Technology Engineering**
LimLanga Cluster	**Limlanga Cluster**	**LimLanga Cluster**
Date: 07/08/2026	Date: 11/08/2026	Date: 11/08/2025

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1 INTRODUCTION

This document presents an overview of the technical evaluation criteria used by Eskom, specifically focusing on the procedure to be implemented by the Eskom LimLanga Cluster technical evaluation team during their assessment of tender submissions for the installation of smart meters, data concentrators, ready board retrofit, access covers, insulation piercing connector (IPC), pole top split metering kiosks, secure pole mount DC kiosk and all related accessories, including the decommissioning, scrapping and disposal of existing meters for the Distribution Division in the LimLanga Cluster

The document further specifies the technical requirements that must be fulfilled by the tenderer. It details all documents and returnable that are to be provided by the tenderer at the time of tender closing, ensuring compliance with the stated criteria.

2 SUPPORTING CLAUSES

2.1 SCOPE

The document outlines the essential criteria for desktop evaluations, which form a critical part of the overall assessment process for tender submissions. The technical evaluation team will review specific elements, including the skills of the tenderers, the vehicles, as well as the tools and equipment proposed for use.

This assessment is intended to verify each tenderer's compliance with the competency requirements established for the installation and commissioning of smart meters, DCU/ ECU, ready board retrofit, access covers, insulation piercing connector (IPC), pole top split metering kiosks, secure pole mount DC kiosk and all associated accessories including the decommissioning, scrapping and disposal of existing meters for the Distribution Division..

2.2 PURPOSE

The aim of this document is to set out the minimum criteria to be used when evaluating contractors for the installation and commissioning of smart meters, DCU/ ECU, ready board retrofit, access covers, insulation piercing connector (IPC), pole top split metering kiosks, secure pole mount DC kiosk and all associated accessories including the decommissioning, scrapping and disposal of existing meters for the Distribution Divisionfor Distribution Division on an "as and when required" basis Contract.

2.3 APPLICABILITY

This document shall apply throughout Eskom Distribution.

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)

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2.4.2 Informative

N/A

2.5 DEFINITIONS

2.5.1 General

Definition	Description
Smart meter	An electronic electricity meter that measures consumption, stores meter data, and communicates information to the utility system for billing, monitoring, and operational purposes.
Data Concentrator Unit	A field communication device that collects data from multiple smart meters and transmits it to the utility's central metering or head-end system.
Electronic Control Unit	A control device associated with smart metering equipment that supports communication, control, or operational functions within the metering installation.
Prepayment meter	A meter that allows electricity to be consumed after credit has been purchased and loaded, and that limits or disconnects supply when available credit is depleted, subject to applicable operational rules.
Split metering	A metering arrangement where the customer interface unit is separated from the main metering unit, usually to improve security, access control, and revenue protection.
Ready board	A customer-side electrical distribution board that provides protected outlets and connection points for household supply, typically installed or retrofitted as part of an electrification or metering installation.
Access cover	A removable cover used to provide controlled access to metering, electrical, or service connection equipment while maintaining protection and safety.
Insulation piercing connector	A connector designed to establish an electrical connection by piercing the conductor insulation without requiring the insulation to be stripped.
Pole top split metering kiosk	A pole-mounted enclosure used to house and protect split metering equipment and associated service connection components.
Secure pole mount DC kiosk	A secure pole-mounted enclosure used to house distribution or communication equipment associated with smart metering installations.
Commissioning	The process of installing, configuring, testing, and confirming that equipment operates correctly and communicates as required before being placed into service.
Decommissioning	The formal removal from service of existing meters or associated equipment, including isolation, removal, recording, and preparation for disposal or replacement.
Tenderer	A contractor or supplier that submits a tender response for evaluation under this enquiry.
Returnable	A document, certificate, schedule, declaration, or other evidence that must be submitted by the tenderer as part of the tender response.
Desktop evaluation	A document-based evaluation of tender submissions to verify compliance with mandatory and functionality requirements before any further assessment stage.
Functionality evaluation	A scored evaluation used to assess the tenderer's technical capability, including training, experience, vehicles, tools, and equipment.
Site assessment	A physical verification process used to confirm the availability, ownership, or rental capability of vehicles, tools, and equipment submitted during the desktop evaluation.
Technical Evaluation Team	The formally appointed Eskom team responsible for reviewing and evaluating the technical aspects of tender submissions.
Controlled disclosure	Information that may be disclosed to external parties only where authorised, required by law, or permitted by Eskom's disclosure requirements.

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2.5.2 Disclosure Classification

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

2.6 Abbreviations

Abbreviation	Description
CFT	Cross Functional Team
CEO	Chief Executive Officer
DCU	Data Concentrator Unit
DoL	Department of Labour
EAL	Eskom Academy of Learning
ECU	Electronic Control Unit
ELU	Earth Leakage Unit
EWSETA	Energy and Water Sector Education and Training Authority
HIRA	Hazard Identification and Risk Assessment
IE	Installation Electrician
IPC	Insulation Piercing Connector
ISO	International Organization for Standardization
LDV	Light Delivery Vehicle
LV	Low Voltage
MIE	Master Installation Electrician
MV	Medium Voltage
OHS	Occupational Health and Safety
ORHVS	Operating Regulations for High Voltage Systems
PDE	Power Delivery Engineering
RPL	Recognition of Prior Learning
SCOT	Standards, Codes of Practice and Technical Specifications
SETA	Sector Education and Training Authority
SI	Standards Implementation
TET	Technical Evaluation Team
PoE	Portfolio of Evidence

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 and commissioning of smart meters, DCU/ ECU, ready board retrofit, access covers, insulation

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piercing connector (IPC), pole top split metering kiosks, secure pole mount DC kiosk and all associated accessories including the decommissioning, scrapping and disposal of existing 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, as outlined below.

- Level 1: Desktop Evaluation
- Level 2: Site Assessment
- Level 3: Contractual Evaluation

Note 1: The sharing of resources, i.e. vehicles, tools and equipment, among contractors is strictly prohibited for this enquiry. Each tenderer must ensure that all resources required for the scope of work are dedicated solely to their own operations and are not shared with other contractors. Any tenderer found to be sharing resources will be disqualified.

3.1.1 Level 1: Desktop Evaluation

The desktop evaluation will be conducted in two phases. **Phase 1** will assess mandatory returnables, while **Phase 2** will assess functionality returnables.

Phase 1: Mandatory Returnable Evaluation

Mandatory requirements will be evaluated on a non-scoring basis. The evaluator will indicate **Yes** or **No** to confirm whether each requirement has been met. Tenderers must comply with all mandatory requirements to proceed to the next level. If all mandatory requirements are met, the evaluation team will proceed with the functionality evaluation; otherwise, the tenderer will be deemed technically unsuccessful for this enquiry.

Phase 2: Functionality Returnable Evaluation

Functionality requirements will be evaluated and scored. Tenderers must achieve a minimum threshold score of **eighty-five percent (85%)** to proceed to the next level. Tenderers who do not meet this threshold will not be evaluated further and will be deemed technically unsuccessful for this enquiry.

3.1.2 Level 2: Site Assessment

Tenderers that meet the Level 1 minimum threshold will proceed to site assessment. The site assessment will verify the vehicles, tools, and equipment submitted during the desktop evaluation.

If information submitted during the desktop evaluation is found to be inconsistent or inaccurate during assessment, Eskom may disqualify the tenderer from this enquiry or adjust the desktop evaluation score accordingly.

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3.1.3 Level 3: Contractual Evaluation

Contractual evaluation is the final assessment stage for this enquiry. Only tenderers that meet all Level 2 functionality requirements will proceed to this stage. Eskom Procurement will then formally request the required contractual documentation for review.

All contractual requirements essential to this enquiry must be fully met before a tender is awarded. Although these requirements are not assessed during the desktop evaluation, tenderers may submit the required documentation during the tender stage. Compliance must be achieved and verified before award.

3.1.4 Technical Evaluation Team

The evaluation will be conducted by the formally appointed Eskom Technical Evaluation Team (TET). The lead evaluator must be a registered professional with the Engineering Council of South Africa to ensure technical competence and compliance with professional standards.

To maintain objectivity and thoroughness in the evaluation, two teams comprising TET members will be established. Each submission will be assessed independently by two technical team members, guaranteeing a robust and fair review process.

3.2 Tender Technical Evaluation Criteria and Returnable

The requirements for this tender evaluation are organised into three distinct levels: Mandatory Requirements, Functional Requirements, and Contractual Requirements. Each level serves a specific purpose within the evaluation process and is outlined in detail below.

3.2.1 Mandatory Requirements

Table 1 below lists the mandatory documents that must be submitted by the tenderer. It is essential to note that if any of the required documentation is not provided, the tender application will be disqualified for this enquiry. The evaluation process does not permit the tenderer to submit any outstanding documentation at a later stage; all mandatory documents must be included at the time of submission. These mandatory requirements are not subject to any scoring system. Instead, the evaluator will simply indicate by marking either **Yes or No** to confirm whether each requirement has been met. Only after all mandatory requirements have been satisfactorily met, as determined by the evaluator, will the technical evaluation for functionality 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)	Submit a valid Department of Labour Certificate, Letter of Registration, issued in the company's name.	The DoL Letter of Registration must be issued in the company's name or the company director's name and must be valid, unexpired, and authentic.	Yes

3.2.2 Functionality Requirements

This section defines the functionality requirements for services and the technical specification requirements for materials needed to execute this contract.

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3.2.2.1 Desktop Requirements

Functionality requirements will be evaluated and scored as part of the assessment process. To proceed, tender submissions must achieve a minimum functionality threshold of **eighty-five (85%) percent**.

Table 2: Weighted Functionality Requirements

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

3.2.2.1.1 Training Requirements

This section outlines the essential requirements related to training for personnel involved in the installation and commissioning of smart meters, DCU/ECU units, ready board retrofits, access covers, insulation piercing connectors (IPC), pole top split metering kiosks, secure pole mount DC kiosks, as well as all associated accessories including the decommissioning, scrapping and disposal of existing meters.

Table 3: Training Requirements

Item No.	Criteria	Evidence Required	Evidence Notes	Min Qty.	Max. Score
1	Line construction training	Submit one (1) MV and LV training certificate. The certificate must be issued in the name of the employee listed on the organogram.	Only training certificates issued by SETA, or EWSETA-accredited training service providers will be accepted.	X1	**20**
2	Prepayment training in split metering or smart metering	Submit valid prepayment training certificates, such as OTO 06G, OTO 06C, or OTO 06A. The certificate must be issued in the name of the employee listed on the organogram.	Only training certificates issued by SETA, or EWSETA-accredited training service providers will be accepted.	X1	**20**
TOTAL					**40**
SCORING METHODOLOGY					
Definition					**(%)**
The certificate is valid, has not expired, covers all required modules, and was issued by an accredited service provider.					100

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Item No.	Criteria	Evidence Required	Evidence Notes	Min Qty.	Max. Score
The certificate is valid, has not expired, and was issued by an accredited service provider, but does not cover all required modules.				80	
The certificate has expired.				40	
No certificate was submitted.				0	
The final score will be calculated using the formula below: $$Final\ Score = \frac{Tenderer\ Score}{Total\ points} \times 20\%$$					
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.					

3.2.2.1.2 Relevant Company Experience

The purpose of this section is to assess the contractor's previous work-related experience. This evaluation allows Eskom to determine the potential risk that may arise from engaging a contractor who lacks sufficient experience, especially for critical tasks outlined on the scope of work for this enquiry. It is essential that the contractor demonstrates relevant experience in at least one of the areas specified in Table 4 below, as this will form the basis for evaluating their suitability for the scope of work.

Table 4: Relevant Company Experience Requirements

Item No	Functional experience	Evidence Required	Min Qty.	Max. Score
1	Contractors previous work-related experience in the installation of smart meters.	Tenderers must submit signed completion certificates or handover documents for each completed project. These documents must confirm the completion date and include, at minimum, the project name, high-level scope of work, client name, contractor name, start date, end date, project or task value, and an authorised signature. 5 points for each project submitted.	x2	10
	OR			
	Contractor's previous work-related experience in electrification projects.	Tenderers must submit signed completion certificates or handover documents for each completed project. These documents must confirm the completion date and include, at minimum, the project name, high-level scope of work, client name, contractor name, start date, end date, project or task value, and an authorised signature. 5 points for each project submitted.	x2	10
	OR			

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Item No	Functional experience	Evidence Required	Min Qty.	Max. Score
	Contractor's previous work-related experience in infill projects involving house connections or minor reticulation.	Tenderers must submit signed completion certificates or handover documents for each completed project. These documents must confirm the completion date and include, at minimum, the project name, high-level scope of work, client name, contractor name, start date, end date, project or task value, and an authorised signature. 2.5 points for each project submitted.	X4	10
TOTAL				**10**
Note 2: Tenderers may score a maximum of ten (10) points, regardless of the number of projects submitted above the minimum requirement.				
The final score will be calculated using the formula below: $$Final\ Score = \frac{Tenderer\ Score}{Total\ Points} \times 35\%$$				

3.2.2.1.3 Vehicle Requirements

This section outlines the criteria for evaluating vehicles to ensure that tenderers possess the necessary capability and capacity to fulfil the requirements of this enquiry. Tenderers must provide evidence as specified in Table 5. There are two options available for tenderers to demonstrate their capability and capacity, as described below:

a. Option 1: Vehicle Ownership

Tenderers are required to submit certified copies of the vehicle registration documents. The registration documents must clearly state either the company name or the name of the owner/director.

b. Option 2: Hiring of Vehicles

Tenderers opting to hire vehicles must submit proof of the ability to hire the required vehicles from reputable (bona fide) rental companies. This proof should be in the form of a rental agreement or contract from the rental companies, clearly indicating the type of vehicles to be hired.

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Table 5: Vehicles Requirements

Item No.	Vehicles – Owned / Hired				
	Criteria	**Evidence Required**	**Evidence Notes**	**Min. Qty.**	**Max. Score**
1	Truck with suitable VMC and aerial device, supported by a valid crane inspection certificate confirming	Submit valid vehicle registration document(s); a license disc alone will not be accepted. The registration documents must reflect the company name or the name of the owner or director. For hired or leased vehicles, tenderers must submit a lease agreement from a bona fide vehicle rental company as proof.	Full licence document reflecting the company's or owner's details. Rental or lease agreement signed by both parties.	X1	20
2	4×4 or 4×2 LDV / double-cab pick-up bakkie fitted with a ladder rack.	Submit vehicle registration certificate in the company's name or the owner's name. For companies, the certificate must be in the shareholder's name; for close corporations, it must be in the managing member's name. For hired or leased vehicles, tenderers must submit a lease agreement from a bona fide vehicle rental company as proof.	Full licence document reflecting the company's or owner's details. Rental or lease agreement signed by both parties.	X1	10
3	Transport for workers: (Not open Bakkie – All to have safety belts)	Submit vehicle registration certificate in the company's name or the owner's name. For companies, the certificate must be in the shareholder's name; for close corporations, it must be in the managing member's name. For hired or leased vehicles, tenderers must submit a lease agreement from a bona fide vehicle rental company as proof.	Full licence document reflecting the company's or owner's details. Rental or lease agreement signed by both parties.	X1	10
Total score					**40**
SCORING METHODOLOGY					

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Item No.	Vehicles – Owned / Hired				
	Criteria	**Evidence Required**	**Evidence Notes**	**Min. Qty.**	**Max. Score**
Definition				**(%)**	
The registration certificate is valid and bears the company name or the owner's/director's name.				100	
The vehicle is rented or leased from a bona fide hiring company under a valid, signed rental agreement.				80	
The rental or lease agreement is invalid or unsigned.				40	
No registration certificate, rental agreement, or lease agreement was submitted.				0	
The final score will be calculated using the formula below: $$Final\ Score = \frac{Tenderer\ Score}{Total\ Points} \times 25\%$$					

3.2.2.1.4 Tools and Equipment Requirements

The tools and equipment requirements are listed in Table 6 below. Tenderers must provide the required evidence using the template in **Annexure B**.

Tenderers must complete **Annexure B** to indicate the minimum quantities of tools and equipment.

a) Tools and equipment will be evaluated against the tools register submitted by the tenderer in the Eskom format provided.

b) Tenderers must indicate in the tools register whether the tools are owned by the company.

Table 6: Tools and Equipment Requirements

Item	Tool	Requirements	Min. Qty	Max. Score
1	Electrical and mechanical toolbox	Owned	X1	5
2	Nylon slings/ Chain slings	Owned	X1	5
3	Multimeter	Owned	X1	10
4	Phase Rotation Meter	Owned	X1	10
5	Fibreglass Ladders	Owned	X1	10
TOTAL				**40**
The final score will be calculated using the formula below: $$Final\ Score = \frac{Tenderer\ Score}{Total\ Points} \times 20\%$$				

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3.2.2.2 Site Assessment

The site assessment will verify the **forty-five percent (45%)** score allocated for rental capability, ownership, and availability of vehicles, tools and equipment. If rental capability, ownership, or availability cannot be confirmed during the evaluation, the score will be adjusted accordingly. An Eskom buyer will contact tenderers to arrange the site assessment, which will take place at a central location to be determined an Eskom official.

a. Option 1: Vehicles Ownership

Tenderers must present their vehicles, tools, and equipment at a central location for assessment and provide the relevant vehicle registration documents.

b. Option 2: Hiring of Vehicles and Tools

Tenderers must present their rented vehicles, tools, and equipment at a central location for assessment. They must also provide the rental agreement or contract confirming the type of vehicles hired.

3.2.3 Contractual Requirements

The contractual requirements outlined in Table 7 below are essential for this enquiry and must be fulfilled before the tender is awarded. These requirements have been specifically identified as significant to the scope of work.

While these requirements will not be assessed during the desktop evaluation phase, tenderers are permitted to submit the relevant documentation during the tender process. It is imperative that full compliance with these contractual requirements is demonstrated and verified prior to the awarding of the tender.

Table 7: Contractual Requirements

No.	Requirements	Evidence Required	Evidence Notes	Yes / No
1	Access to the PDE SCOT website	Submit a letter confirming the username and password.	Contractors must subscribe to the PDE website to access the latest Eskom standards and drawings. Access requests must be sent to Brenda Morrison at MorrisEF@eskom.co.za. External Eskom access: https://scot.eskom.co.za The access confirmation letter must be valid at the time of submission.	
2	**MV and LV Authorisation Certificates:** **Valid 1×MV authorisation** OR	Submit copies of the Authorisation certificates issued by Eskom to the relevant resource. OR A copy of permit cards showing the full details of	**MV and LV Authorizations / POE Certificates:** • All certificates should be in the same name of the employee working for the applicant company.	

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No.	Requirements	Evidence Required	Evidence Notes	Yes / No
	POE Certificates: • 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 **Valid 1×LV authorisation** **OR** **POE Certificates**: • 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 permit holder will be accepted as evidence. AND 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.	• 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. **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 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
Madimetja Phalane	Procurement Manager LOU
Tebogo Pila	Middle Manager – Project Portfolio LOU
Noko Kgare	Middle Manager – Project Portfolio MOU

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5 REVISIONS

Date	Revision	Compiler	Remarks
Feb 2023	1	Malusi Mathonsi	First Issue Document
May 2025	2	Sello Lekalakala	Document revised with additional requirements.
Aug 2025	3	Sello Lekalakala	Removed organogram

6 DEVELOPMENT TEAM

- Sello Lekalakala
- Boreman Risiva
- Mmedi Motaung

7 ACKNOWLEDGEMENTS

N/A

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ANNEXURE A: AFFIDAVIT CONFIRMING EMPLOYMENT OF RESOURCE

I_____(full names),

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

	Accredited LV Line Construction Resource
	Accredited MV Line Construction Resource
	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)*

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ANNEXURE B: TOOLS & EQUIPMENT LIST / REGISTER

Item	Tools and equipment	Owned	Minimum quantity
1	Electrical and mechanical toolbox		
2	Nylon or chain slings		
3	Multimeter		
4	Phase rotation meter		
5	Fibreglass ladders		
6	Earth leakage unit (ELU) tester		
TOTAL			

Declaration: I confirm that the tools and equipment list submitted for this enquiry accurately reflects the tools and equipment owned by the company. If any deviation is identified, I authorise Eskom to disqualify the company from this enquiry.

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

Note 3: The tools and equipment register must be fully completed and signed.

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