Eskom	Specification	Majuba Power Station

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1. Introduction

Eskom requires the supply and delivery of office, boardroom, executive, visitor, dining and casual seating to support its operational and administrative requirements. The chairs will be utilised across various Majuba Eskom offices, boardrooms, meeting areas, reception areas, dining facilities and management offices.

The purpose of this Scope of Work is to define the minimum requirements for the supply, delivery, off-loading and, where applicable, assembly and placement of the required chairs. The Supplier shall ensure that all chairs supplied are new, fit for purpose, durable, safe, comfortable and compliant with the specifications provided in the schedule of requirements.

The Supplier shall provide products that meet or exceed the specified quality, functionality, materials, design and durability requirements. All products shall be supplied complete, free from defects and suitable for their intended application.

The contractor shall supply furniture that complies with Eskom's Corporate Identity (CI) specifications, technical standards, and all applicable quality, health, safety, and environmental requirements. All delivery and installation activities shall be carried out in a safe and professional manner with minimal disruption to the operations of Majuba Power Station.

2. Supporting Clauses

2.1 Scope

This Scope of Work covers the supply and delivery of finished office, boardroom, executive, visitor, dining and casual chairs to Eskom-designated locations.

The Supplier shall provide chairs in accordance with the approved specifications, quantities, colours, materials and functional requirements stated in the Schedule of Requirements. The scope includes the supply, transportation, delivery, off-loading and, where applicable, assembly and placement of the chairs.

The contractor shall supply furniture that complies with Eskom's Corporate Identity (CI) specifications, technical standards, and all applicable quality, health, safety, and environmental requirements. All delivery and installation activities shall be carried out in a safe and professional manner with minimal disruption to the operations of Majuba Power Station. All chairs supplied shall be new, unused, fit for purpose, of good commercial quality and suitable for the intended working environment.

2.1.1 Purpose

The purpose of this Scope of Work is to establish the requirements for the procurement, supply and delivery of suitable seating solutions for Eskom's offices and facilities.

The procurement is intended to ensure that Eskom receives:

- Quality and durable chairs suitable for their intended use.

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- Ergonomic and comfortable seating for employees and visitors.
- Appropriate seating for boardrooms, executive offices, meeting areas, reception areas and dining facilities.
- Products that meet the specified functional, material and design requirements.
- Consistent quality across all supplied items.
- Reliable delivery of the required quantities within the agreed timeframe.
- Appropriate warranty and after-sales support from the Supplier.

2.1.2 Applicability

This document is applicable to Majuba Power Station.

2.1.3 Effective date

The document will be effective after the day of approval.

2.2 Normative/Informative References

2.2.1 Normative

[1] ISO 9001 Quality Management Systems

[2] Eskom Workspace Standard document - 240-52599753

[3] OHSAS 18001:2007/ ISO 45001:2018, Occupational Health and Safety Management systems

[4] Corporate Identity Manual - ESKAM AAA 1 Rev 2

[5] Act No 85: Occupational Health and Safety Act & Regulations.

2.2.2 Informative

[1] Occupational Health and Safety Act 85 of 1993

2.3 Definitions

Not applicable.

2.4 Abbreviations

Abbreviation	Explanation
Admin	Administration
CI	Corporate Identity

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2.5 Roles and Responsibilities

2.6 Eskom shall be responsible for:

- Providing the Supplier with the approved specifications, quantities and delivery requirements.
- Providing the designated delivery location(s) and relevant access requirements.
- Reviewing and approving product specifications, samples or catalogues where required.
- Coordinating access to the delivery site.
- Inspecting the chairs upon delivery to confirm compliance with the required specifications.
- Confirming receipt and acceptance of compliant items.
- Communicating any defects, shortages, damages or non-conformances to the Supplier.
- Facilitating the relevant procurement and payment processes in accordance with Eskom's applicable procedures.

2.7 Supplier Responsibilities

The Supplier shall be responsible for:

- Supplying chairs in accordance with the approved Scope of Work and Schedule of Requirements.
- Ensuring that all chairs supplied are new, unused, complete and fit for purpose.
- Ensuring that the supplied products comply with the specified materials, colours, dimensions, functionality and quality requirements.
- Providing product specifications, catalogues, technical information and warranty documentation where required.
- Ensuring that all chairs are properly packaged and protected during transportation.
- Delivering and off-loading the chairs at the Eskom-designated location(s).
- Assembling and placing the chairs where assembly is required.
- Ensuring that delivery is completed within the agreed contractual timeframe.
- Replacing any damaged, defective, incorrect or non-compliant items at no additional cost to Eskom.
- Removing all packaging and delivery-related waste from the designated areas.
- Providing appropriate after-sales and warranty support.
- Complying with all applicable Eskom site requirements, health and safety requirements and access procedures.
- Maintaining accurate delivery documentation and obtaining confirmation of delivery from the authorised Eskom representative.

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2.8 Joint Responsibilities

Eskom and the Supplier shall jointly ensure that:

- Delivery arrangements are communicated and coordinated in advance.
- Any issues affecting delivery or product compliance are identified and addressed promptly.
- Non-conforming or damaged items are documented and resolved within an agreed timeframe.
- All communication relating to changes, approvals, deviations and corrective actions is properly recorded.
- The final supplied products meet the agreed Scope of Work and Eskom's requirements.

2.9 Provision of Transport

The Contractor shall provide transport services for the supply, delivery, installation, and unbundling of furniture at the Majuba site.

The scope of work includes, but is not limited to, the following:

- Supply suitable transport to collect and deliver furniture to the Majuba site.
- Transport the Contractor's employees who will be responsible for the delivery, installation, and unbundling of the furniture.
- Ensure that all vehicles used for the contract comply with Eskom Vehicle Safety Specifications (32-345).
- Provide and maintain all transport required for the movement of equipment, materials, and personnel between and around the various work sites.
- The Contractor shall be solely responsible for providing transport for its employees throughout the duration of the contract.
- Ensure that all vehicles are roadworthy, licensed, insured, and operated by appropriately licensed and competent drivers.
- Comply with all applicable road traffic legislation, occupational health and safety requirements, and Eskom's site access and transport regulations.
- The Contractor shall ensure that transport services are available as required to support the timely and safe execution of furniture delivery, installation, and associated activities.

2.10 Process for Monitoring

The performance of the Supplier shall be monitored by Eskom throughout the duration of the procurement and delivery process to ensure compliance with the approved Scope of Work, specifications, delivery requirements and contractual obligations.

The monitoring process shall include the following:

- **Specification Compliance**

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Eskom shall verify that the chairs supplied comply with the approved specifications, including type, colour, material, design, functionality, quality and quantity.

- **Delivery Monitoring**

Delivery shall be monitored against the agreed delivery schedule and designated Eskom delivery locations. The Supplier shall provide appropriate delivery documentation and confirmation of delivery.

- **Quality Inspection**

Eskom shall inspect the chairs upon delivery for visible defects, damage, workmanship, stability, functionality and overall compliance with the required specification.

- **Quantity Verification**

The quantities delivered shall be checked against the approved purchase order and/or Schedule of Requirements. Any shortages or incorrect items shall be reported to the Supplier.

- **Non-Conformance Management**

Any defective, damaged, incorrect or non-compliant chairs shall be recorded and communicated to the Supplier. The Supplier shall replace or rectify such items within an agreed timeframe and at no additional cost to Eskom.

- **Supplier Performance**

Supplier performance may be assessed based on:

- Compliance with specifications.
- Quality of products supplied.
- Delivery within agreed timelines.
- Accuracy of quantities supplied.
- Responsiveness to Eskom queries and requests.
- Resolution of defects and non-conformances.
- Compliance with warranty obligations.
- Documentation and Records

Eskom shall maintain relevant records of deliveries, inspections, acceptance, defects, non-conformances, replacements and other performance-related matters.

2.10.1 Final Acceptance

Final acceptance shall only occur once the supplied chairs have been inspected and confirmed to meet the requirements of the Scope of Work and the applicable purchase order.

2.10.2 Performance Review

Where required, Eskom may conduct periodic or ad-hoc performance reviews with the Supplier to address delivery, quality or service-related issues and agree on corrective actions.

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2.10.3 Corrective Action

Where the Supplier fails to meet the specified requirements, Eskom may require corrective action within a specified period, in accordance with the applicable contractual terms and conditions.

2.11 Related/Supporting Documents

The following documents shall be read in conjunction with this Scope of Work and shall form part of the requirements for the supply and delivery of chairs to Eskom, where applicable:

- Eskom Purchase Order – defines the contractual requirements, quantities, pricing, delivery requirements and commercial conditions applicable to the procurement.
- Schedule of requirements – specifies the chair categories, descriptions, quantities and minimum technical requirements to be supplied.
- Eskom Supplier/Contractor requirements – applicable Eskom requirements relating to supplier conduct, site access, health and safety, quality and compliance.
- Eskom Health and Safety requirements – requirements applicable to delivery, off-loading, handling and assembly activities at Eskom premises.
- Eskom Quality requirements – applicable quality assurance, inspection, acceptance and non-conformance requirements.
- Approved Product Catalogue/Brochures or Samples – where requested by Majuba Eskom, approved product information or samples shall be used as the basis for confirming compliance with the specified requirements.
- Delivery Note and Goods Received Documentation – Documentation confirming the quantities, items and condition of products delivered to Eskom.
- Warranty Documentation – Manufacturer's or Supplier's warranty terms applicable to the supplied chairs.
- Where there is any conflict between the documents, the contractual agreement and approved Scope of Work shall take precedence, subject to the applicable Eskom procurement and contractual requirements.

4. Scope of Work, Quantities and Specification

PR 1076316242			
Item no	**Description**	**Unit**	**Quantity**
1	Chair Boardroom; Black and Blue; Adjustable (Alpha High Back Chair with wheels)	Each	594
2	Executive Black Leather Boardroom Chairs - (High-Back Executive Swivel Chair)	Each	105
3	Executive Boardroom Visitor Chairs	Each	40
4	Chair Visitor; None; High Back Mesh	Each	328
5	Operators Chair Falcon High Back	Each	347
6	Chair Molded Polypropylene; Black	Each	151

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7	High bar chairs for Lab	Each	13
8	Chair: Casual Soft, Single Couch; Fabric	Each	99
9	Executive, leader High Back Chair, Nyl (GM)	Each	1
10	Executive Leather Visitors Chair (GM)	Each	2
11	Executive Conference Leather Chairs (GM)	Each	6
12.	Executive Leather Casual Soft, Single Couch	Each	2

Figure 1: Chair Boardroom; Black and Blue; Adjustable (Alpha High Back Chair with wheels)



Heavy Duty Chair 24/7

Office Chair for 150kg

The chair should be covered in Eskom fabric

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Figure 2: Executive Black Leather Boardroom Chairs - (High-Back Executive Swivel Chair)



High-Back Leather Boardroom Chair – Summary Specification

- **Type:** Executive high-back boardroom chair
- **Upholstery:** Genuine or premium bonded leather
- **Colour:** Black
- **Design:** Ergonomic high-back with padded seat and armrests
- **Adjustment:** Gas-lift height adjustment; swivel and tilt mechanism
- **Base:** Heavy-duty 5-star chrome/aluminium base with castors
- **Weight capacity:** Minimum 120 kg; preferably 150 kg+
- **Use:** Suitable for daily commercial/boardroom use

Figure 3: Executive Boardroom Visitor Chairs



Type: Executive visitor/guest chair
Upholstery: Premium leather or high-quality PU leather
Colour: Black
Backrest: Medium/high back with ergonomic support
Seat: Padded, comfortable and durable
Armrests: Fixed padded armrests, if required
Frame: Strong steel frame
Base: Fixed 4-leg frame, preferably chrome or powder-coated
Weight capacity: Minimum 120 kg

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Figure 4: Chair Visitor; None; High Back Mesh



Visitors Chair:

Visitor Mesh Chair with Sleigh base Frame and adjustable arms, seat should be covered in Eskom fabric

Figure 5: Operators Chair Falcon High Back (72)



Operators Chair:

Falcon High Back Chair with head rest and netting back rest and adjustable arms, seat should be covered in Eskom fabric

Figure 6: Chair Molded Polypropylene; Black



Weight Capacity: Commercial standard safe working load up to 150

Dimensions: Width: 53cm, Height: 84cm, Length: 57cm

Material: Polypropylene with glass fiber reinforcement

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Figure 7: High bar chairs for Lab x13



Base: 600 Black Nylon Base

External Dimesions: 1100(H) X 500 (D) MM

Product Weight : 13 KG

Wheels: Twin Wheel

Maximum Carrying Load: 120 KG

Material Details: Steel Frame round Tubing footring

Figure 8: Chair: Casual Soft, Single Couch; Fabric



1 seater couch sofa, single seater couch, covered with Eskom fabric

Figure 9: Executive, High Back, Nyl (GM) X1

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Executive Chair

Upholstery Material: Genuine Leather, Top Grain Leather (Matte)

HEAVY DUTY supporting a user weighing up to 180kg

Swivel & tilt mechanism with 1 position lock

Gas height adjuster

Wooden armrests with upholstery.

5-star wood base (700mm diameter)

Combo of bonded leather on the front & PVC on the back

Figure 10: Executive Visitors Chair (GM) x2



Visitors Chair:

Black powder coated sleigh base Wooden armrests with upholstery Combo of Bonded leather on the front & PVC on the back

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Figure 11: Executive Leather Conference Chairs (GM) X6



Figure 12: Executive Single Seater Couch Genuine Leather



3. Acceptance

This document has been seen and accepted by:

Full Name and Surname	Designation
Kevin Ntuli	Officer Business Administration
Fannie Mhlanga	Quantity Survey
Zibonele Shabangu	Manager Quantity Survey

4. Revisions

Note: Start with the latest Revision History in the first row and go backwards.

Date	Rev.	Compiler	Remarks
August 2026	1	Zandile Tshabalala	First Issue

5. Development Team

Zandile Tshabalala

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6. Acknowledgements

None.

Figure 12: Appendix C1: Type A workstation typical

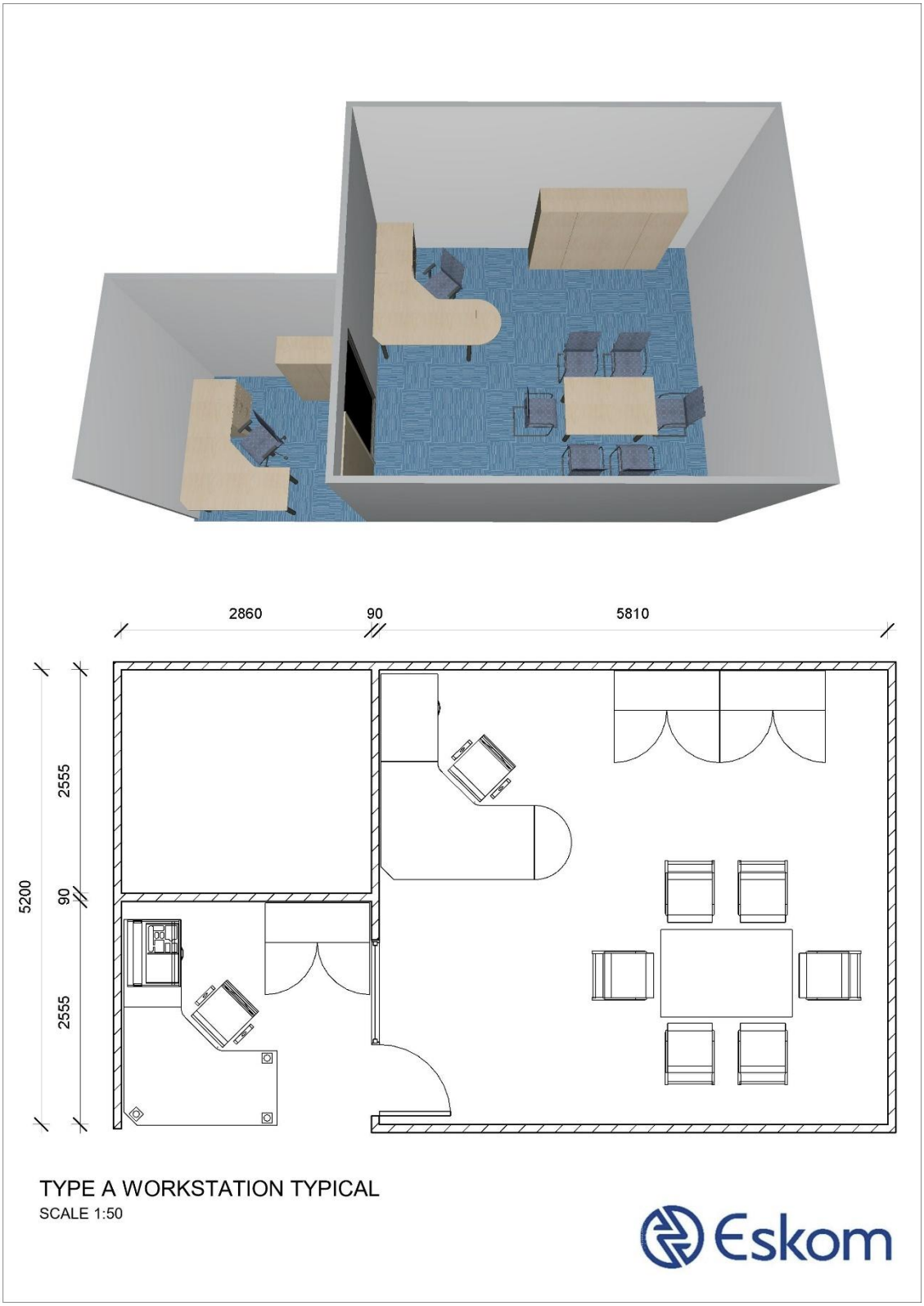

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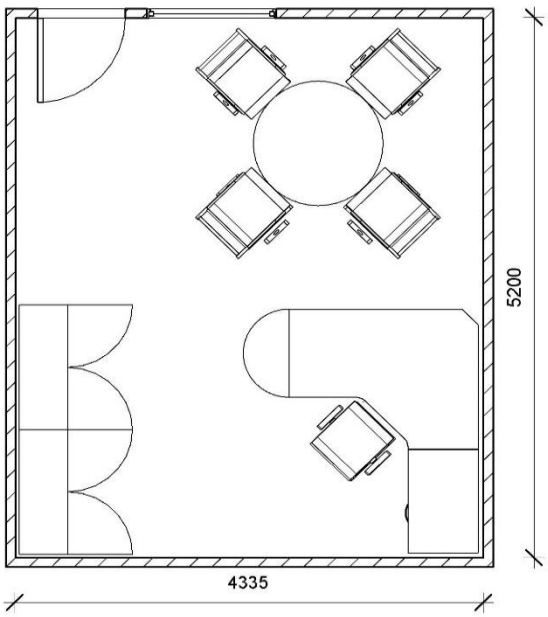
Figure 13: Appendix C2 Type B workstation typical





TYPE B WORKSTATION TYPICAL
SCALE 1:50

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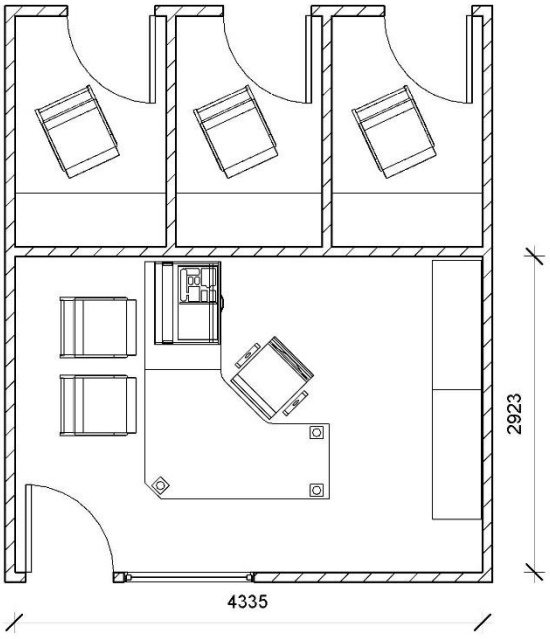
Figure 14: Appendix C3 Type C workstation typical





TYPE C WORKSTATION TYPICAL

SCALE 1:50

Eskom

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