

	TTE Strategy	Generation
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Title: **Tender Technical Evaluation for supply and delivery of Frozen Foods items as on an “as and when” required basis for a of 3 years to Tutuka Power Station Canteen**

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1. Introduction

An open enquiry process will be followed to source the services of supplying and delivering frozen items on “” required basis for a period of 3 years at Tutuka Power Station. The enquiry will be for the whole of the works resulting in a single contract. The enquiry will be advertised locally. The 80/20 preference scoring system will be applicable.

This document sets out the method and criteria that will be used to evaluate the tenders that will result from this invite.

2. Supporting Clauses

2.1 Scope

The contractor is required to supply and delivery frozen items on “an as and when” required basis for a period of 3 years. Deliveries will be once per week as per instruction on order placement. Deliveries to be done Monday to Thursday not later than 15H00 and Friday before 11H00.

It might be required occasionally to deliver more than once a week. A purchase order will be issued to the Contractor with the required items and quantities.

Vehicles used for the transportation shall be clean, free from any odours, easy to clean, weatherproof, and must be a vehicle with refrigeration. The refrigeration unit shall be With Temperature between -5 Degree to 0 degree to maintain the frozen items at the required temperature. No frozen items will be loaded on an open and unrefrigerated vehicle.

Frozen items are perishable foodstuff, therefore all steps in the production process, including packaging, storage, and delivery, shall be performed with no unnecessary delay and under conditions that preclude the possibility of contamination, deterioration, or development of pathogenic and spoilage microorganisms.

Frozen food, which is not meeting minimum standard of human consumption, will be sent back. All frozen items delivered must comply to the following and more:

- Frozen must be packaged in boxes.
- Delivery date and expiry date on the package.
- No frozen will be accepted in a soiled box or leaking blood.
- Unrefrigerated vehicle OR low temperature of frozen items.
- Not correctly packed and wrapped inside the box or container as per scope.
- Defrosted frozen food will not be accepted.

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2.1.1 Purpose

The purpose of this tender technical evaluation strategy is to define the, Qualitative Evaluation Criteria and TET member responsibilities for tender technical evaluation. The technical evaluation strategy serves as basis for the tender technical evaluation process.

2.1.2 Applicability

This document shall apply throughout Eskom Tutuka power station.

2.1.3 Effective date

2.2 Normative/Informative References

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

2.2.1 Normative

- [1] ISO 9001 Quality Management Systems
- [2] Insert normative document references here.
- [3] 240-48929482: Tender Technical Evaluation Procedure

2.2.2 Informative

N/A

2.3 Definitions

Definition	Explanation
Supplier	a company, person that provides service or need, especially over a long period of time:
Tender Evaluation team	a group of people responsible for objectively assessing tenders and making recommendations to the procuring organisation
Evaluation criteria	The standards by which accomplishments of technical and operational effectiveness or suitability characteristics may be assessed.
Contractor	a person or company that signs a contract to supply materials or workers to perform a service.
Contract Manager	is an individual in a company responsible for the management and administration of contracts, as well as processes.

2.3.1 Document:

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

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2.4 Abbreviations

Abbreviation	Explanation
TET	Tender evaluation team

2.5 Roles and Responsibilities

N/A as per 240-48929482: Tender Technical Evaluation
Procedure 2

2.6 Process for Monitoring

Eskom undertook that the tender will not be evaluated on price alone and that Eskom will broadly follow the evaluation process and apply the guideline evaluation criteria mentioned in the table below for the evaluation of the tender the following functional analysis process will be followed:

- Evaluate submissions against functional criteria.
- Rate each submission against each criterion.
- Apply weightings and calculate total functional score.
- Eliminate tenders below minimum threshold.

2.7 Related/Supporting Documents

N/A

3. TENDER TECHNICAL EVALUATION STRATEGY

3.1 TECHNICAL EVALUATION THRESHOLD

The minimum weighted final score (threshold) required for a tender to be considered from a technical perspective is 70%

3.2 TET MEMBERS

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3.3 3.3. MANADATORY TECHNICAL EVALUATION CRITERIA**Table 2: Mandatory Technical Evaluation Criteria**

	Mandatory Technical Criteria Description	Reference to Technical Specification / Tender Returnable	Motivation for use of Criteria
1.	Frozen Food items source and Supply chain compliance	Valid Processor's or Suppliers Certificate of Acceptability (COA)	To Ensure that only competent, properly accredited suppliers who can guarantee food safety, legal compliance, reliable supply, and protection of the Employers operational risks are considered.

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3.4 QUALITATIVE TECHNICAL EVALUATION CRITERIA

Description	Weight	Reason	Tender Returnable	Score	Total (Weight x Score)
Capability, Experience and Track Record of the Bidder in Supplying Frozen Food Items	30%	To confirm that the bidder has sufficient experience, proven capability, and a successful track record in the provision of frozen food items	Bidders must submit full details, on client letterheads, of four (4) contactable references for similar contracts, each with a minimum duration of thirty-six (36) months The Reference Letters must not be older than 3 Months The Bidder must submit: • The Appointment Letter entails project role and value • The Completion Letter Scoring: • Four valid and detailed reference letters submitted, each exceeding the minimum of 36-month experience requirement, and appointment letters clearly stating the bidder's role, project value, and duration and completion letter: 5 Pts • Three valid references submitted, each meeting the 36-month minimum requirement and appointment letters all clearly providing role, value, and duration and completion letter: 4 Pts • Two valid references submitted, meeting the 36-month minimum requirement and appointment letter clearly providing role, value, and duration and completion letter: 2 Pts • No references 0 Pts		

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Proof of Food Delivery Vehicles	10%	To ensure compliance with requirement and that only suitably qualified calibrated vehicles.	• Proof of calibration Certificates for temperature Control • Submitted Certificate 5pts • No Certificate 0pts		
Food Safety & Hygiene Management Systems	30%	To ensure that the frozen food items are processed in a facility operating under a recognised, auditable food safety management system.	a) For Processors: A valid HACCP Certificate or For Suppliers: a valid Agreement or Letter of Intent from a certified processor, a Copy of HACCP or ISO 22000 certificate (or equivalent). Not older than 3 months • Valid HACCP submitted + additional recognised food safety certifications demonstrating robust food safety governance: 5 Pts • Valid HACCP submitted: 2 Pts • No valid HACCP (or equivalent) submitted: 0 Pts		
Cold Chain Integrity & Distribution Capability	30%	To ensure the bidder has reliable, temperature controlled logistics capability to maintain product integrity throughout handling and delivery.	Proof of ownership or signed lease agreement, or signed letter of intent to lease refrigerated delivery vehicles suitable for transporting frozen food items, Lease agreement or Letter of intent should not be older than 3 Months. Scoring: • Proof of ownership or signed lease or signed letter of intent submitted for two or more refrigerated delivery vehicle, demonstrating adequate distribution capacity and redundancy: 5 Pts • Proof of ownership or lease submitted for only one refrigerated delivery vehicle: 4 Pts • No proof of ownership or signed lease agreement or signed letter of intent submitted for refrigerated vehicles: 0 Pts		

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3.4 TET MEMBERS RESPONSIBILITIES

<In Table 4 identify the TET members allocated to review/evaluate each Qualitative criterion (minimum 2 evaluators per criteria / sub-criteria)>

Table 3: TET Member Responsibilities

Mandatory Criteria Number	TET 1	TET 2	
	X	X	
	X	X	
	X	X	
Qualitative Criteria Number	TET 1	TET 2	
	X	X	
	X	X	
	X	X	

3.5 FORESEEN ACCEPTABLE / UNACCEPTABLE QUALIFICATIONS

3.5.1 Risks

Table 4: Acceptable Technical Risks

	Risks
1.	Pandemic
2.	Noncompliance or lack of training on HACCP processes
3.	Lack of understanding the scope of work

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Table 5: Unacceptable Technical Risks

	Risks
1.	Food poisoning
2.	Supplier Failing to meet the standard
3.	Incorrect grade delivered
4.	Lack of product traceability

3.5.2 Exceptions / Conditions

Table 6: Acceptable Technical Exceptions / Conditions

	Risks
1.	Product shortage increased due to less production and increased demand because of panic buying or an outbreak in the country.

Table 7: Unacceptable Technical Exceptions / Conditions

	Risks
1.	Using non accredited Processor
2.	Poor controls e.g. Documentation records and transportation.

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4. Acceptance

This document has been seen and accepted by:

Full Name and Surname	Designation
Aneske Juries	Risk and assurance Manager
Gugu Zuma	Support Services Manager (A)

5. Revisions

Date	Rev.	Compiler	Remarks
31 March 2028	01	Portia Digomo	First revision

6. Acknowledgements(if applicable)

N/A

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