

## EVALUATION CRITERIA

### PHASE 1: ADMINISTRATIVE REQUIREMENTS

Initial Screening Process: At this phase bidder's response are reviewed to check if bidders have responded according to CEF (SOC) Ltd RFP document (including submission of all returnable documents such as valid tax pin.

### PHASE 2: ADDITIONAL MANDATORY REQUIREMENTS: AN UNDERTAKING TO MEET LEAD TIMES

| NO  | Mandatory requirement  | Comply | Not comply |
|-----|--|--------|------------|
| 01. | Bidder must submit an <b>undertaking on their company letterhead</b> confirming that should they be awarded the contract , they will be able ensure that consumables are in stock and ready for delivery within <b>seven (7) working days</b> after CEF project team places an order.<br>It must be noted that CEF will order the consumables in batches of three (3). |        |            |
|     | <b>Substantiate/Comment if necessary</b>   |        |            |

### PHASE 3: COMMERCIAL EVALUATION

CEF (SOC) Ltd will utilise the following formula in its evaluation of Price offers:

[Weighted score 80 points]

$$PS = 80 \left( 1 - \frac{Pt - Pmin}{Pmin} \right)$$

Where:

Ps = Score for the Tender under consideration

Pt = Price of Tender under consideration

Pmin = Price of lowest acceptable Tender

Preference points/specific goals criteria

[Weighted score 20 points]

Specific goals / Preference Points Claim

| Evaluation Criteria | Final Weighted Scores |
|---------------------|-----------------------|
| Price               | 80                    |
| Specific goals      | 20                    |
| <b>TOTAL SCORE:</b> | <b>100</b>            |

A maximum of 20 points will be awarded to a tenderer for specific goals specified for the tender/RFQ as follows:

| Specific goals   | Points    |
|--|-----------|
| <b>Historically disadvantaged individual (HDI)</b>                   |           |
| Enterprises with ownership of 51% or more by person/s who are black  | 10        |
| Enterprises with ownership of 51% or more by person/s who are women  | 5         |
| Enterprises with ownership of 51% or more by person/s who are youth  | 3         |
| Enterprise with ownership of 10% or more by person/s with disability | 2         |
| <b>Total</b>   | <b>20</b> |

**Tenders must submit their B\_BBEE certificate issued by an authorized body or person or a B-BBEE sworn affidavit to claim preference points.**

- The points scored for the specific goal must be added to the points scored for price and the total must be rounded off to the nearest two decimal places.
- The contract must be awarded to the tenderer scoring the highest points.
- If two or more tenders score an equal total number of points, the contract must be awarded to the tenderer that scored the highest points for specific goals, and if two or more tenderers score equal total points in all respects, the award must be decided by the drawing of lots.