

TECHNICAL EVALUATION CRITERIA - Supply and Delivery of Groceries

The Technical Evaluation comprises of 2 PARTS.

PART A - Mandatory Criteria - Suppliers must achieve 100% pass to be further evaluated in PART B. Supplier failing to score 100% for Part A will be considered as non-responsive and will render the bid disqualified.

PART B - Supplementary Criteria - Supplier must achieve a minimum threshold of 75% for Part B. Supplier failing to score the minimum points for Part B will be considered as non-responsive and will render the bid disqualified. It must be noted that an on-site verification will be conducted to verify the requirements below. In the event that the evidence is not available during the on-site evaluation, points will be reduced accordingly

No.	KPA	Criteria	Score Allocation	Weight	Score out of 10	Weighted Score
PART A - Mandatory Criteria						
A1	Tenderer's Declaration	The Tenderer's Ability to Supply the Goods (Groceries) are Being Confirmed		100%	0	0
		Tenderer to fill in and sign on the technical evaluation returnable template, "Tenderer's Declaration" confirming the tenderer will supply all of the good listed in the Goods Information as well the tenderer will deliver goods to the various sites within the required time period.				
		The technical evaluation returnable template must be filled in with the relevant information and submitted as a tender returnable. Only information on the technical evaluation returnable template will be used to score this criterion. Incomplete or unclear information will not be used in the evaluation of this criterion.				
		- Supplier declaration is available and fully completed without exclusions or amendments	10			
		- No declaration available or not fully completed or declarations has amendments or exclusions	0			
				100%	0	0

No.	KPA	Criteria	Score Allocation	Weight	Score out of 10	Weighted Score
PART B - Supplementary Criteria						
B1	Tenderer's Experience	The Tenderer's Experience Based On The Years In Supplying And Delivering Of Groceries Is Evaluated In This Criterion.		35%	10	35
		Tenderer to fill in information on the technical evaluation returnable template, indicating the name of the company the service was provided to, the description of the service, the start date and end date of the service.				
		The items supplied and delivered must be non-durable household goods (Groceries) such as packaged food, beverages or of a similar type as per the items stipulated in the service information.				
		The technical evaluation returnable template must be filled in with the relevant information and submitted as a tender returnable. Only information on the technical evaluation returnable template will be used to score this criterion. Incomplete or unclear information will not be used in the evaluation of this criterion.				
		- more than 2 years experience and meeting the requirements	10			
		- more than 1 year experience and meeting the requirements	5			
		0 years experience or not meeting the requirements	0			

B2	Written References	The Tenderer's Written References Are Evaluated In This Criterion.		35%	10	35
		Provide written references from 3 different companies referencing the tenderer's service.				
		Each written reference must include a telephone or cell number, email address, name of the referee and relevant signature. The referenced scope must be the supply and delivery of non-durable household goods (Groceries) such as packaged food or beverages of a similar type as per the items stipulated in the Goods Information				
		References with negative feedback will not be used to evaluate this criterion				
		- 3 written references submitted meeting the requirements	10			
		- 2 written reference submitted meeting the requirements	7,5			
		- 1 written reference submitted meeting the requirements	5			
		- 0 written reference or no references meeting the requirements	0			

B3	Proof of Delivery Vehicle	The Tenderer's Delivery Vehicles are Evaluated in this Criterion. Tenderer to provide certificates of registration certified copies for 2 LDV vehicles in the name of the Tenderer or current rental agreements of 2 LDV motor vehicle hired in the name of the Tenderer from a bona fide vehicle rental company. The vehicle must be designed and suitable for delivery of non-durable household goods (Groceries) such as packaged food or beverages of a similar type as per the items stipulated in the Goods Information.		30%	10	30
		- proof of 2 vehicles submitted meeting the requirements	10			
		- proof of 1 vehicle submitted meeting the requirements	5			
		- no proof of vehicles or no vehicle matching requirement for delivery	0			
				100%	30	100