

TECHNICAL EVALUATION CRITERIA : RFQ (PROVISION OF WEEDSPRAYING IN THE RAILYARD AND OTHER AREAS WITHIN THE PORT OF RICHARDS BAY)					
TECHNICAL EVALUATION SHEET					
Pre-qualification		1.) Valid Pest control certificate and valid letter of goods standing to be submitted with the tender document, failure to submit the document the bidder will be disqualified			
		2.) Valid letter of goods standing ( Nature of business :- Pest control) to be submitted with the tender documents, failure to submit the document the bidder will be disqualified			
Item Number	Category	Total Weight	Requirements	Type of Proof / Detail to be submitted	Model Answer
	Scope of Work: Evaluation Criteria	100			3 - The bidder fully meets requirements and value adding is extensive 2 - Meets critical requirements 1 - Partially meets requirements 0 - Company can not meet, high risk
1	Previous Experience and Track Record				Model Answer
1.1	Previous Experience / Similar work executed and Track Record	20	Bidder must submit three (3) signed completion letters from clients / entities whose such relevant / related activity / service was rendered.	Submit completion letter of similar previous project. Completion letter must include: 1.) The entities' / clients' signed completion letters must be on their letterheads confirmed the work performed with specific reference to the project, company involvement, value portion of involvement and clearly indicate the client's impression.  2.) The signed completion letters shall also indicate the duration or the period which the service was rendered to that entity.  3.) The completion letters must be signed by the client whose such relevant service was rendered to.	0 = No completion letter submitted / or irrelevant completion letter submitted  1= One (1) to two (2) completion letter of similar previous project  2= Three (3) completion letters of similar previous projects  3 = Four (4) or more completion letters of similar previous projects
2	Staff Competence		Requirements	Type of Proof / Detail to be submitted	Model Answer
2.1	CV's of all staff accompanied by the company organogram	20	Bidder to submit C.V's with references indicating the minimum experience of two (2) years of the key personnel as per the scope of work showing their roles description in the organizational chart.	Company Organogram CV of the Site Supervisor  CV of the chemical herbicide operator  CV of the SHE representative. Tenderers provide a list/organogram of staff available to work as per scope of work. Certifications and Curriculum	0 = CV's and the company organogram not submitted 1= Less than (2) key personnel members with less than two (2) years' of experience.  2 = Company organogram with three (3) key personnell members with at least two (2) years experience. Site supervisor, chemical herbicide operator and SHE representative must be part of key personnel mentioned.  3 = More than three (3) key personnell members as per the Organogram have three (3) or more years work experience
3	Scope of Work		Requirements	Type of Proof / Detail to be submitted	Model Answer
3.1	Work plan or program as per scope of work	20	Work plan that addresses all the aspects of the Scope of work . The methodology must include timelines and equipments that will be used in executing the works.	The contractor shall propose the main activities for the scope of work and the plan showing the duration, milestones and delivery dates of the main activities.	0 = Methodology not submitted  1 = work plan does not include timelines therefore unlikely to satisfy project objectives.  2 = Work plan is relevant, does include timelines therefore likely to satisfy project objectives.  3 = Work plan is relevant, does include timelines and equipments to be used and is therefore likely to satisfy project objectives.
4	Location of Contractor		Requirements	Type of Proof / Detail to be submitted	Model Answer
4.1	Proof of business location	15	Proximity to the Port of Richards Bay - Bidders must provide proof of business location ( utility bill or letter from the ward council).	The Bidder to indicate, in the form of a (utlity bill or letter from the ward council), the approximate proximity of his business address.	0 = Proof of business location not submitted  1= Residing outside the boundary of King Cetshwayo District.  2= Residing under King Cetshwayo District.  3 = Residing under Umhlathuze Municipality.
5	Safety, Health and Environmental (SHE) Plan		Requirements	Type of Proof / Detail to be submitted	Model Answer
5.1	Safety, Health and Environmental (SHE) Plan	25	SHE Plan indicating, but not limited to the following:  1. How SHE requirements will be met. 2. What health and safety measures are put in place for the work and personnel working onsite. 3. Implementing site safety, health and environmental regulations relevant to this contract.	SHE plan indicating, but not limited to the following:  1. How SHE requirements will be met. 2. SHE risk assessment identifies risk associated with work to be conducted for TNPA and public area. 3. Measures to mitigate the risks identified. 4. Emergency contact details of qualified SHE rep, first aider, etc. (with their valid certificates and appointment letters).	0 = No submission  1 = Two (2) criteria, SHE risk assessment and valid letter of Goodstanding must form part of criteria. 2 =All criteria met,(SHE risk assessment with measures to mitigate the risks, SHE rep and first aider with their valid certificates and appointment letters) must form part of criteria. 3 = More than the required criteria needed,(SHE risk assessment with measures to mitigate the risks, SHE rep and first aider with their valid certificates and appointment letters)

Minimum score requirement to be as Technically Acceptable (> 66.67)

Compiled By : Mkhamsipho Vusi

Signature : 

Project Manager

Date : 10/03/2023

Supported By : Mkhamsipho Vusi

Signature : 

Project Manager

10.03.2023

Supported By : Mkhamsipho Vusi

Signature : 

Risk Control Officer

Date : 10/03/2023

Supported By : Mkhamsipho Vusi

Signature : 

Project Manager

Date : 12/03/2023

