

	Annexure C1: Environmental Tender Evaluation & Scoring Card		Template Identifier	240-43921899	Rev.	5
			Document Identifier	240-167528519	Rev.	1
			Effective Date	Dec-21		
			Review Date	Dec-24		
Enquiry No.						
Name of Project Manager						
Name of Buyer						
Project						
Scope						
CONTRACTOR/SUPPLIER						
Name & Details						
Purpose	To assess whether the above-mentioned supplier/s submitted the required environmental documentation as specified in the Enquiry referenced below, and that such documentation complies with the specified requirements.					
Reference Documentation	32-727	SHEQ Policy				
	32-726	SHE Requirements for the Eskom Commercial Processes				
ENVIRONMENTAL EVALUATION CRITERIA						
The tender submission score sheet indicating the criteria to be used, the weighting of each criterion and the weighting per discipline in multidisciplinary packages shall be authorised by the relevant senior manager. The approved tender submission score sheet shall be issued with the enquiry to be used for technical evaluation.						
#	REQUIREMENTS	DETAILS AND EVIDENCE TO BE PROVIDED	Track Submission	Actual Score (0/1)	Applicability (N/Y)	Comments – Requirements to be collected at Contract Award Stage
1	Environmental Policy	Document which provides an intentions and a direction of an organization related to environmental performance, as formally expressed by its top management				
		Expressed Environmental commitments (protection of environment, environmental compliance, environmental objectives, continual improvement, pollution reduction, etc.				
		Document signed by the CEO/ Director, Date & version controlled				
2	Company Organogram: showing environmental responsible persons	Contractor Environmental Officer/ Environmental Representative/ Company Director/ Herbicides Applicator.etc				
3	Environmental Appointment letters	This part provides an environmental appointment letter (template) with clear Roles, Responsibilities & Authority;				
		Environmental Officer, Environmental Representative where duties listed are aligned with environmental management (i.e. Monitor Compliance with EMP, WMP, EPRP)				
		Ensure compliance to and the knowledge of NEMA, management of waste, compliance to ISO 14001 requirements (where practicable).				
4	Environmental Competency Training certificate	Does the organization have an environmental training matrix and schedule?				
		Does the organization have documented proof that staff members have received environmental training? to				
		To ensure that employees have sufficient skills and understanding to execute their various duties?				
5	Environmental Aspects & Impacts Register (Activities, Products or Services) & Rating	This register outlines organizations activities, products or services which could interact with the environment, result to environmental aspects & impacts in-line with the scope of work (i.e Changing of pole mounted transformer, excavation and compacting, storage oil containing equipment, application of herbicides, transporting of hazardous & dangerous goods, etc.).				
		The methodology or criteria to determine the significance of environmental aspects & Impacts (i.e. Low, Medium or High).				
		Environmental compliance obligations (laws) associated with environmental aspects & impacts are aligned accordingly.				
6	Environmental Emergency Preparedness & Response Plan	This plan lists possible environmental emergencies that could occur e.g. chemical spillages, air pollution incidents and encounters with bees and snakes.				
		This plan shall address approach on how to respond to such emergency situations. This shall includes exercises or drills to prepare and test emergency reponse on specified timeframes.				
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		This plan shall provide contact details of required stakeholders in case of an emergency.				
7	Environmental incident Register	This register provides environmental incident details of the following: Description of the incident				
		Date of incident, reported to and reported by.				
		Actions taken and status of recommendations				
		Date incident closed				

8	Waste management strategy/ Plan	A WMP provides description of the different waste streams expected on site (i.e. Batteries, wires, cables, etc.)				
		The WMP should also deal with prevention of pollution managing waste (Littering & separation) and waste minimization methods such as reuse, recycle and reduce.				
		The WMP should also deal with prevention of pollution, littering, separation and waste minimization methods such as reuse, recycle and reduce.				
		Records of waste quantities disposed and registered landfill sites				
		Environmental compliance obligations (law) requirements				
9	Environmental Risks & Opportunities (SWOT) Register	This register outlines organizations Strengths, Weaknesses, Opportunities, Threats/Risks (SWOT) which may prevent the organization from achieving its intended outcome (Environmental Performance, Fulfilment of compliance obligations & continual improvement).				
10	Environmental Objectives & Targets Register	The register is tabular form which established environmental objectives to: i) significant environmental aspects & impacts (i.e. Handling of hazardous waste materials without valid permits or competences, oil spill into water, etc.				
		ii) Associated environmental compliance obligations (legislative framework) (Report of oil spill incident in terms of National Water Act, National Environmental Management Act, etc.).				
		iii) Consideration of Environmental Risks and Opportunities (SWOT) (i.e. Poor Housekeeping or waste management, inappropriate disposal of hazardous waste materials).				
11	Environmental Management Programme (EMP) - Project/ Site Specific	An EMP provides action plans to address environmental objectives and issues identified in the organizations significant Environmental Aspects & Impacts (i.e. Oil spillage from pole mounted transformer leading to pollution).				
		An EMP provides action plans to address environmental objectives and issues identified in the organizations SWOT Register (Risk - cutting of protected trees without tree cutting permits).				
		An EMP provides action plans to address environmental objectives and issues identified in the organizations needs and expectations (i.e. Customer Needs/ Expectation - Report to the Chief upon grave disturbance).				
		Specific risks/weaknesses/threats unique to the area must be addressed (i.e. working in protected areas; removal of indigenous trees requires permits/ licenses, working on a wetland) – how will the organizations manage this risk. Are there Operational Control procedures in place?				
12	Communication strategy or communication Plan	This plan shall address the method of communication internal and external in relation to environmental matters including: What is going to be communicated				
		How				
		To whom				
		The Frequency				
		The purpose of such communication				
13	Additional environmental requirement	Any requirement specific to a project or activity when doing evaluations (where practicable) •Record / references of previous experience of waste handling and waste separation, transport, and disposal of recyclable waste. •Waste manifest (document tracking system) from generator, to final permitted site must be in place to ensure waste is tracked and not "lost" and arrives safely at permitted site. (show examples of the waste manifest system used). •Waste contractors transporting sewage/ ablution waste will be required and waste manifest procedure detailing the transportation, type of waste collected, transported and disposed of, quantities disposed of, specific location collected from, sign off from responsible person (Generator) and acknowledgement of receipt by the operator of the receiving facility (Receiver) and how and where the waste was disposed of. •Monthly Waste reporting (with supporting disposal documents), including recycling stats provided on monthly basis electronically on waste disposed or recycled. •Waste should be transported in accordance with the obligations imposed on the "operator" and "driver" by GN R 225 to the National Road Traffic Act of 1996, including the associated SANS Codes of Practice." (TREM cards, qualifications of the driver and emergency practices and transport labelled accordingly). •Eskom Environmental Management Induction, Waste Management Training or, and External Waste Management Training.				
14	Declaration: Environmental and Social (ES) past performance	Sign & Date of the Environmental and Social Performance Declaration Form				

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NOTE: IT IS IMPORTANT THAT ALL TENDERERS READ THE ISO14001:2015 INTERNATIONAL STANDARD FOR DETAILED INFORMATION ON THE ENVIRONMENTAL MANAGEMENT SYSTEM REQUIREMENTS AND DEFINITIONS.

NOTE: THE PASS MARK FOR THIS CONTRACT IS 100% OF ALL THE REQUIREMENTS.

Rating Legend	
0	Document not submitted OR submitted but does not satisfy the minimum requirements
1	Document submitted and the content satisfy the minimum requirements

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ENVIRONMENTAL EVALUATOR		
	ACCEPTABLE	UNACCEPTABLE
Name	Signature	Date

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