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ENQUIRY NO	
NAME OF PROJECT MANAGER	
NAME OF BUYER	
PROJECT	
SCOPE	
REVISION REPORT	

CONTRACTOR/SUPPLIER	
Name and 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	SHEQ Policy: 32-727 SHE Specification form: Form 74 SHE Requirements for the Eskom Commercial Process: 32-726 Record of Decision (Environmental Authorisation) – where applicable TRM-FM-0087: Requirements for contractor's working on Eskom Transmission sites

2.3 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 document to be used for technical evaluation.
ENVIRONMENTAL EVALUATION CRITERIA

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DOCUMENT REQUIREMENTS: EMS, ENVIRONMENTAL MANAGEMENT PLAN, ENVIRONMENTAL AUTHORISATION AND ENVIRONMENTAL REQUIREMENTS FOR CONTRACTORS	SCORE			
Objective evidence must be given to each of the items in this document. Organisation must show compliance to the ISO 14001:2015 Standard as per the Tender Evaluation conducted for this contract Identify the high risk environmental Aspects and provide method statements to address them, where relevant : • Oil Management:handling, storage, recycling, disposal, • actual erosion methods that will be considered for this work . • Cutting vegetation at prescribed heights per Capenature Permit etc. • Transport, Placement and storage of materials onsite • Waste management-disposal, recycling and reuse of offcut materials • Wastemangement-registered disposal agent, registered recycling agent, reusing offcut material onsite agreement with eskom, recycling wood waste, plastic waste and steel waste generated from packaging. The contractor must use the Eskom Environmental Management Plan and Environmental specifications to develop their own organisational Environmental documents Organisaltion documentation must have a training plan for staff and show accreditation and registration where required. Present a communication plan that demonstrates response to public, staff and eskom during different scenarios.				
1. ENVIRONMENTAL MANAGEMENT SYSTEM (e.g ISO 14001)				
1.1 Environmental Policy	1	Includes a commitment to fulfilling conformances and compliance obligations, setting measurable environmental outcomes/objectives to ensure continual improvement, protection of the environment including prevention of pollution, compliance with applicable legal and other requirements to which the organisation subscribes. The organization must show how it will proactively manage its environmental footprint as well as a commitment to open communication in engaging with stakeholders where required.		

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1.2 Objectives and Targets	1	The organisation must established and shall implement maintain and document Environmental Objectives and Targets. These should be practicable and consistent with the SHEQ Policy of the company. Programmes shall be established, implemented maintained and documented to achieve objectives & measurable targets through assigned responsibilities with means and timeframes that are realistic and relevant to the company.		
1.3 Roles and Responsibilities	1	Organisational Structure, Environmental Management structure, reporting structure training, incidents,complaints etc		
1.4 Communication	1	How you communicate with staff Environmental Management Systment . How you communicate with client on Environmental Management System. How you will communicate with Third Party and stakeholders of your Environmental Management System.		
1.5 Internal Audits	1	Demonstrate what environmental audits you do and engage with on your sites, Whats your frequency and by who it is done. What do you do with findings and how is it communicated, addressed and monitored in terms of success rate of actions and follow up thereof in your organisation drawing from past experiences		
1.6 Emergency Preparedness (Environmental related emergencies)	1	Detail how all environmental emergencies will be addressed. List of contractors that will fight fires, clean cement spills, sewage or oil cleanup etc. incude trained staff for fires, oil cleanup , chemical cleanup etc. Compile a Plan to explain how fires, spills and contamination prepared for. Indicate emergency numbers and service providers that will be used in the event of these emergencies. List subcontractors that you have that will assist in managing the incidents most likley to occur in your line of work.		
1.7 Monitoring, measurement and evaluation of compliance	1	who monitors compliance in your organisation Environmental Management Legal requirements. who develops your legal register and how is it communicated to your teams to ensure all understand their resposnibility to the Environmental legal compliance.		
1.8 Non Conformance, Corrective action and preventive action	1	What processes do you have to identify non-conformances, How corrective actions are determined and what preventative measures are decided upon and monitored		
1,9 Management Review	1	At least one review per year whereby your Environmental Management System is Managed and measured and reviewed.		
2. ENVIRONMENTAL MANAGEMENT PLAN				
2.1 Handling of Hazardous Chemical Substances	1	For every chemical used onsite include oil, petrol, herbicides etc		
2.2 Vegetation Management	1	State organisational approach to scope and management of vegetaion. Grubbing, barricading to protect plants, process to identify and protect plants, transfer plants, avoid plants and last option of destroying plants with permission from the CapeNature		
2.3 Site Establishment	1	Explain the organisation process, what they put in place for vehicles , equipment, staff rest areas, smoking areas, visitors areas, fire fighting, kitchens etc. Transporter management must be specific in terms of inducting sub-contractors and ensuring they meet requirements for transport and include oil spill kit and readiness in case of emergency.		
2.4 Water Management	1	How will water be supplied for fire fighting, construction, potable purposes. What permits will be required for obatining water supply from rivers through water affairs, arrangement with landowners from lawfull boreholes, agreements with landowners for water use. Explain options that your as organisation will follow. Measure all water use for the project and detail where and how will it be kept. Will transport your water etc. Illustrate which options will best suit you.		
2.5 Access Control	1	Explain landowner access, communication with landowner, marked vehicles, methods for communicating with landowner prior to access. The forms that you will use to record landowner grievances, complaints and records of communication. Detail what you require for stockpiling of excavated material and road material, how you would communicate to landowner, what you need to have in place for the arrangements with the landowner and any cleanup once task is complete. Inform site in advance when trasport is coming to site, ensure oil spill kit on transporter. Vehicles must be maintained and not in poor ondition		
2.6 Dust and Noise control	1	Explain how dust and noise suppression will be completed for the duration of this scope of work for this project. If relevant to project		

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2.7 Environmental Human Resources	1	Appointed and trained person per team that will be used per site.		
2.8 Environmental Training	1	Evidence of PCO training, Plant identification, oil spill cleanup, env appointment training. The organisation must have a training plan for the duration of the contract for all its staff on the environmental documentation provided in this Environmental file. Evidence of upskilling all staff must be kept on file. SHE rep, oil spill, incident investigation training –not limited to these.		
2.9 Environmental Incident Reporting	1	Detail what are the Environmental Incidents likely to be experienced through the course of the project. Develop and explain how environmental incidents will be reported		
2.10 Landowner Liaison	1	Have a designated process and person to consult and deals with landowners and stakeholders. Ensure records and evidence of communications is kept on record at all times.		
2.11 Rehabilitation	1	Based on organisational experience and scope of work tendered, what are the rehabilitation measure that you will have in place to manage your likely or unlikely impact on site. Need to show realistically in the event of what could go wrong and whether you prepared to address at this tender stage.		
2.12 Compliance to Other Legal Requirements	1	Ensure that you review and list all possible environmental Legislation that you likely to engage or encounter based on the scope and nature of the work proposed. Demonstrate how you will give eskom assurance that your company takes responsibility for legal compliance.		
2.13 Wildlife Interaction		Detail how you would management game farms, nature reserves, snakes and reptiles, bird activity. Also detail how you as an organisation will protect landowner cattle and stock. Demonstrate what you would do if there's a damage and loss reported by a landowner.		
2.13 Other Documentation	1	Organisational EMP that details all aspects that can impact your environmental performance. Must be signed by the owner. Evidence of information sharing with staff must be attached as well to the document		
3. WASTE MANAGEMENT PLAN				
3.1 Procedure/method statement submitted	1	Describe waste separation onsite and at depot. Which landfills will be use, explain toilet use and waste removal when working in servitudes, describe bins to be used, waste records to be kept and waste registers. Stacking, disposing, recycling. Detail what will be scrapped, what will be recycled, what will be dumped and where it will be dumped. Provide explanation of how waste will be stored onsite and in what it will be stored.		
3.2 Register of possible waste to be generated by the project	1	Waste streams in your organisation line of business eg Hazardous waste where it will be disposed, domestic waste where it will be disposed, waste for recycling-where will it be disposed.		
3.3 Waste separation	1	What system do you implement to ensure waste separation for general and Hazardous waste		
3.4 Waste minimisation	1	What system do your organisation have for waste that is recycled, and reused. Need to explain where recycled and what you have experienced in previous works/jobs. List the wastes like wood, plastic, steel identified for recycling, how it will be done, registered service provider with evidence that allowed to function as a recycler by the Department of Environmental affairs.		
3.5 Records of waste quantities disposed (Template)	1	List all the waste landfills that you will use for the course of this project in the western and Northern Cape Sites that the contractor will use to dispose of general and general waste whether here or in Jhb. must include templates that will be used to record waste disposed, recycled, reused Landfill site documentation must be kept on env file, sewage collection manifests and records must be kept on file.		
3.6 Legislation requirements	1	Must have a list of all Environmental Legislation that you would comply with in your line of business.		
4. ENVIRONMENTAL BILL OF QUANTITIES				
4.1 Environmental Bill of quantities submitted	1	BOQ with price estimate of all the items that will be used to manage environmental risks identified.		

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4.2 Waste management	1	Waste services for removal of hazardous waste, costs for recycling, disposing, costs for bins skips, cost for oil spill kits, toilet hire, toilet disposal at a register Waste Water Treatment Works. Use registered waste landfill sites for general and hazardous wastes. Vissershok Hazardous landfill site must be used for Hazardous waste from site. The organisation must have register of the general and hazardous waste you likely to generate in this type of scope.
4.3 Land management (e.g. Rehabilitation costs, Erosion control/berms, maintenance of access roads, No Go fencing, vegetation clearing)	1	Requires a Percentage of the contract to address an emergency or damage to private property or indigenous vegetation.
4.4 Pollution (e.g. dust suppression, building of bund walls, building of wash bays and workshops)	1	Indicate costs for dust suppression, water tankers, netting etc. Service providers for pollution events like cement, oil, chemical spills. Damage to crop or vegetation. Drip trays, oil spill kit for vehicles and construction sites. Mixing boards for cement.
4.5 Water Management	1	Water tankers used for construction works, water for potable supply. Water supply from a lawful landowner abstraction rights. Bottled water for drivers, water supply only for team for drinking.
4.6 Human Resources (Environmental Officer Services)	1	Environmental Representative for the organisation, training of the person and the possibility of a rehabilitation services in light of the damage caused
4.7 Environmental Management System	1	Entire management system developed for the submission of the tender documentation , EMS for the duration of the project.
Final Score Total	M a x i m u m T o t a l	Actual Total
	3 5	

FINAL SCORE PERCENTAGE (%)	
THRESHOLD	
The score that each tenderer receives will provide a numeric basis for tender comparison.	
COMMENTS	
Motivation for failing to attain maximum score in the evaluation above	

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No.	Requirement	Issue			
ENVIRONMENTAL EVALUATOR					
		ACCEPTABLE	UNACCEPTABLE		
Name		Signature	Date		