

T2.2-01: Eligibility Criteria Schedule:

Certificate of Attendance at Tender Clarification Meeting

This is to certify that

(Company Name)

Represented
by:

(Name and
Surname)

Was represented at the compulsory tender clarification meeting

Held at:	TPL Ladysmith	
On (date)	05 August 2022	Starting time: 11:00am

Particulars of person(s) attending the meeting:

Name

Signature

Capacity

Attendance of the above company at the meeting was confirmed:

Name

Signature

**For and on Behalf of the
Employers Agent.**

Date

T2.2-02: Eligibility Criteria Schedule - CIDB Grading Designation

Note to tenderers:

Tenderers are to indicate their CIDB Grading by filling in the table below. **Attach a copy of the CIDB Grading Designation or evidence of being capable of being so registered.**

CRS Number	Status	Grading	Expiry Date

- Only those tenderers who are registered with the CIDB, or are capable of being so prior to the evaluation of submissions, in a contractor grading designation equal to or higher than a contractor grading designation determined in accordance with the sum tendered or a value determined in accordance with Regulation 25 (1B) or 25(7A) of the Construction Industry Development Regulations, for a **7ME** or high class of construction work, are eligible to have their tenders evaluated.

2. Joint Venture (JV)

Joint ventures are eligible to submit tenders subject to the following:

- every member of the joint venture is registered with the CIDB;
- the lead partner has a contractor grading designation of **not lower than one level below** the required grading designation in the class of construction works under consideration and possesses the required recognition status; and
- the combined Contractor grading designation calculated in accordance with the Construction Industry Development Regulations is equal to or higher than a Contractor grading designation determined in accordance with the sum tendered for a **7ME** or high class of construction work or a value determined in accordance with Regulation 25(1B) or 25(7A) of the Construction Industry Development Regulations
- the Contractor shall provide the employer with a certified copy of its signed joint venture agreement;
- and in the event that the joint venture is an 'Incorporated Joint Venture' the Memorandum of Incorporation to be provided within 4 (four) weeks of the Contract Date.

T2.2-03: Evaluation Schedule: Programme

Note to tenderers:

Programme

The Tenderer details the programme for evaluation and attaches it to this schedule.

The Tenderer's attention is drawn to core clause 31 of the NEC3 Engineering and Construction contract regarding the items to be shown on a programme.

The tenderer shall provide the proposed programme, at a minimum **Level 3** showing but not limited to the following:

- Ability to execute the works in terms of the *Employer's* requirements and within the required timeframe indicating, in a logical sequence, the order and timing of the works that will take place in order to Provide the Works clearly indicating the capacity & capability to achieve the dates stated in the Contract Data.
- Dates when the *Contractor* will need access to any part of the Site; submission & approval process & timing for Health & Safety Files, Environmental Files and Quality Files.
- The *Contractor* indicates how he plans in achieving the following dates and clearly demonstrates them on the schedule - Start Date, Access Date, Planned Completion, Key Dates & Completion Date. In addition, the Programme clearly demonstrates adequate provisions for:
 - Schedule must provide detail to Level 3 where applicable and demonstrate the full understanding of the scope by way of logical sequencing of activities, realistic durations, risks allowances, floats and critical paths taking into consideration all dependencies associated with the project of this nature. The schedule should indicate:
 - resource loaded
 - preconstruction activities
 - start date
 - access dates
 - procurement of critical items
 - preparation work
 - containment tests
 - displacement
 - cleaning
 - EOJ
 - completion date
 - critical path
 - float
- The Programme must clearly support and demonstrate alignment to the Method Statement as contained in **T2.2-07** List of Returnables.

The scoring of the Programme will be as follows:

Technical Criteria		≥	Score	Judgement Prompts
Programme		12		
<p>Schedule must provide detail to Level 3 where applicable and demonstrate the full understanding of the scope by way of logical sequencing of activities, realistic durations, risks allowances, floats and critical paths taking into consideration all dependencies associated with the project of this nature. The schedule should indicate:</p> <ul style="list-style-type: none"> - resource loaded - preconstruction activities - start date - access dates - procurement of critical items - preparation work - containment tests - displacement - cleaning - EOJ - completion date - critical path - float 	Programme	12	0%	The tenderer has submitted irrelevant information to determine a score.
			20%	The programme is not acceptable as it will not satisfy project objectives or requirements. The tender has misunderstood the scope of work and does not deal with the critical aspects of the projects
			40%	The programme is generic, not practical and realistic, therefore is unlikely to satisfy project objectives or requirements. The tender has misunderstood certain aspect of the scope of the works and does not deal with the critical aspects of the project.
			60%	The programme addresses certain specific project objectives. The programme does not adequately deal with the critical characteristics of the project
			80%	The programme addresses the specific project objectives, and it is sufficiently flexible to accommodate changes that may occur during execution. It indicates the contractor's ability to execute the works as per employer's requirements and covers all critical elements of the project.
			100%	Besides addressing the specific project objectives and it is sufficiently flexible to accommodate changes that may occur during execution. The important issues are approached in an innovative and efficient way, indicating that the tenderer has outstanding knowledge of state-of-the-art approaches. Approvals of safety files and operational constraints covered in the program.

Attachment A: Hard Copy of Programme

T2.2-04: Evaluation Schedule: Project Specific Organisational Chart

Submit the following documents as a minimum with your tender document:

1. A comprehensive and detailed **organogram** that shows the structure and composition of their management structure involved in the *works*, inclusive of the key staff/professionals, identified in the Contract Data.
2. Tenderers are required to provide a Project Specific Organisational Chart with key resources indicating the following information:
 - Project Manager
 - Construction Management
 - Health & Safety Management
 - Planner
 - Pigging Specialist
 - Quality Assurance Management
 - Teams for preparation work
 - Any other resources required

The scoring of the Project Organogram, Management & CV's will be as follow:

Technical Criteria		≥	Score	Judgement Prompts
Project Specific Organisational Chart		12		
Tenderers are required to provide a Project Specific Organisational Chart with key resources and sub-contractors resources indicating at least the following information: Key Resources 1 - Project Manager 2 - Construction Manager 3 - Health & Safety Manager 4 - Health & Safety Officers 5 - Planner 6 - Pigging Specialist Other Resources - Quality Assurance Management - Teams for preparation work - Teams for containment tests - Displacement teams - Cleaning Teams - Any other resources required	Organisational Chart	12	0%	No organisational chart has been provided
			20%	Organisational chart reflect four of the six key resources
			40%	Organisational chart reflect five of the six key resources
			60%	Organisational chart reflect the six key resources
			80%	Organisational chart reflect the six key resources and Quality Assurance
			100%	Organisational chart reflects all key resources required including supporting staff and sub-contractors to execute the work

T2.2-05: Evaluation Schedule: Management & CV's of Key Persons – ECC'

Submit the following documents as a minimum with your tender document:

1. Provide CVs with copies of qualifications and registration of personnel within company management.
2. Provide the CVs of Project Manager, Construction Manager, Safety Officer and Pigging Operator with copies of qualifications and personnel conducting on-site work, demonstrating that qualified and experienced personnel are available and will be assigned to this contract.
3. Submit evidence (Registrations, Certificates and Qualifications) of experience and qualifications in the form of:
4. Detailed CV's providing the following:
 - The roles and responsibilities for the *works* of each resource should be clearly stated.
 - Detailed experience in this specific construction activity and positions held, such as recent assignments inclusive of total duration that has a bearing on the scope of work.
 - The education, training (*inter alia* NEC3) and skills of the assigned staff in the specific sector, field, subject, etc. which is directly linked to the *works*. Qualifications (degrees, diplomas, grades) and membership of professional societies and relevant professional registrations to be attached.

The following table is to be populated by the tenderer identifying the resources for the key roles for the *works*. Attached submissions to this returnable.

Key Person Role	Name of Resource
Project Manager	
Construction Manager	
Safety Officer	
Pigging Operator	

The scoring of the Management & CV's of key persons will be as follows:

Technical Criteria		W	Score	Judgement Prompts
Management and CVs of Key Persons		32		
Key Personnel plus, all CV's Professional Registrations	Project Manager Experience & Registration	8	0%	Less than 2 years' experience of multi-disciplinary project management
			20%	2 years and more but less than 4 years' experience of multi-disciplinary project management
			40%	4 years and more but less than 8 years' experience of multi-disciplinary project management in Petrochemical Industry.
			60%	8 years and more but less than 10 years' experience of multi-disciplinary project management in Petrochemical Industry and professional registration PrCPM (SACPCMP) or PMP (PMI)
			80%	10 years and more but less than 12 years' experience of multi-disciplinary project management in Petrochemical Industry and professional registration PrCPM (SACPCMP) or PMP (PMI)
			100%	12 or more years' experience of multi-disciplinary project management in Petrochemical Industry and professional registration PrCPM (SACPCMP) or PMP (PMI)

Technical Criteria		W	Score	Judgement Prompts
Key Personnel plus, all CV's Professional Registrations	Construction Managers Experience & Registration	8	0%	Less than 2 years' experience of multi-disciplinary construction management in Petrochemical Industry.
			20%	2 years and more but less than 4 years' experience of multi-disciplinary construction management in Petrochemical Industry
			40%	4 years and more but less than 8 years' experience of multi-disciplinary construction management in Petrochemical Industry
			60%	8 years and more but less than 10 years' experience of multi-disciplinary construction management in Petrochemical Industry and professional registration PrCM (SACPCMP)
			80%	10 years and more but less than 12 years' experience of multi-disciplinary construction management in Petrochemical Industry and professional registration PrCM (SACPCMP)
			100%	12 or more years' experience of multi-disciplinary construction management in Petrochemical Industry, has experience in pipeline pigging/ cleaning and professional registration PrCM (SACPCMP)

Technical Criteria		W	Score	Judgement Prompts
Key Personnel plus, all CV's	Pigging Operator Experience	8	0%	Less than 2 years relevant pigging experience or the tenderer has submitted no information or inadequate information to determine the score
			20%	2 years and more but less than 4 years relevant pigging experience of fuel and gas pipelines
			40%	4 years and more but less than 6 years relevant pigging experience of fuel and gas pipelines
			60%	6 years and more but less than 8 years relevant pigging experience of fuel and gas pipelines
			80%	8 years and more but less than 10 years relevant pigging experience of fuel and gas pipelines
			100%	10 or more years relevant pigging experience of fuel and gas pipelines

Technical Criteria		W	Score	Judgement Prompts
Key Personnel plus, all CV's Professional Registrations	Safety Officer Experience & Registration	8	0%	Professional registration CHSO (SACPCMP) CHSO and less than 1 years' experience after registration as a Safety Officer
			20%	Professional registration CHSO (SACPCMP) CHSO and 1 years and more but less than 2 years' experience after registration as a Safety Officer
			40%	Professional registration CHSO (SACPCMP) CHSO and 2 years and more but less than 3 years' experience after registration as a Safety Officer
			60%	Professional registration CHSO (SACPCMP) CHSO and 3 years and more but less than 4 years' experience after registration as a Safety Officer
			80%	Professional registration CHSO (SACPCMP) CHSO and 4 years and more but less than 5 years' experience after registration as a Safety Officer
			100%	Professional registration CHSO (SACPCMP) CHSO and 5 and more years' experience after registration as a Safety Officer

T2.2-06: Evaluation Schedule: Health and Safety Management

The tenderer must submit the following documents as a minimum with the tender submission:

A. Contract specific Health & Safety plan including the following:

- 1) Valid Letter/s of Good Standing with the Workmen's compensation fund (Letters of Good Standing from all members of a newly formed JV).
- 2) Signed statement acknowledging budget provision for SHE requirements for this project.
- 3) Safety, Health & Environmental Company Policy signed by the accounting officer. Indicating as minimum the following five elements -
 - i. Commitment to Safety, prevention of pollution,
 - ii. Continual improvement,
 - iii. Compliance to legal requirements, appropriate to the nature of contractor's activities,
 - iv. Hold management accountable for development of the safety systems
 - v. Include objectives and targets.
- 4) 24-months synopsis of SHE incidents, description, type and action taken.
- 5) Overview of Tenderer's SHE system for this project including a project specific Safety Method Statement.
- 6) Construction Safety File (Index).
- 7) Roles and responsibilities of legal appointees including Safety Officer role and responsibility.
- 8) Overview of RA process and project specific baseline risk assessment example.
- 9) Overview of selection process of sub-contractors.
- 10) Site Establishment plan indicating the contractor's interpretation of the minimum legal compliance

The scoring of the Health and Safety Plan will be as follow:

Technical Criteria	≥	Score	Judgement Prompts
Health & Safety plan	12		
0%	The tenderer has submitted irrelevant information to determine a score.		
20%	Tenderer submitted item 1, 2, 3, 4 & 5		
40%	Tenderer submitted item 1, 2, 3, 4 & 5 plus 2 other items from the list		
60%	Tenderer submitted item 1, 2, 3, 4 & 5 plus 3 other items from the list		
80%	Tenderer submitted item 1, 2, 3, 4 & 5 plus 4 other items from the list		
100%	Tenderer submitted all 10 item from the list		

T2.2-07: Evaluation Schedule: Previous Experience

Note to tenderers:

Tenderers are required to display experience. Provide Submit names and locations of companies, and list names and telephone numbers of individuals representing those companies (minimum of three), who may be contacted as references who can speak to the Service providers' previous experience.

Current and past experience of the organisation in similar projects, areas, conditions and circumstances in relation to the works information. (Provide date as per template below)

Company's Previous Experience Summary				
	Project Name	Client	Year Executed	Distance of pipeline
1				
2				
3				
4				
6				
7				
8				
9				
10				

The scoring of the Previous Experience will be as follows:

Technical Criteria		≥	Score	Judgement Prompts
Company Previous Experience		12		
Tenderers are required to display experience in pigging of petrochemical pipelines utilising nitrogen in the last 10 years.	Number of relevant successfully completed petrochemical pigging projects of pipe lengths of at least 5,0 km where the Tenderer performed pigging services utilising	12	0	The tenderer has submitted inadequate information to determine a score.
			20	The Tenderer has completed 1 petrochemical project >5,0 km of pipeline length each involving pigging services over the past 10 years.
			40	The <i>Tenderer</i> has completed 2 petrochemical projects >5,0 km of pipeline length each involving pigging services over the past 10 years.

	nitrogen in the last 10 years NB: List/table of projects to be submitted clearly indicating name of project, client, year done, number of kms, medium used to propel the pigs, if nitrogen was used (template)		60	The <i>Tenderer</i> has completed 3 to 4 petrochemical projects >5,0 km of pipeline length involving pigging services and use of nitrogen over the past 10 years.
			80	The <i>Tenderer</i> has completed 5 to 6 petrochemical projects >5,0 km of pipeline length involving pigging services and use of nitrogen over the past 10 years.
			100	The <i>Tenderer</i> has completed 7 or more petrochemical projects >5,0 km of pipeline length involving pigging services and use of nitrogen over the past 10 years.

T2.2-08: Evaluation Schedule: Method Statement

Note to tenderers:

The method statement must clearly indicate understanding of project as defined in the Works Information.

Key risk elements and how they will be managed must be indicated.

Demonstrate the roles and responsibilities of critical resources including sub contractors and how they will work as a team to achieve the project scope or deliverables.

Demonstrate all specialist equipment to be utilized to successfully execute the Scope of Work, including dimensions and typical layout"

Method Statement to include:

- Preparation work
- Site Establishment
- Containment Tests
- Product Displacement
- Cleaning
- Reinstatement
- Material handling
- Document Control
- End of Job (EOJ)

The Project manager to lead the presentation in the presence of the Construction Manager, Safety Manager and Safety Officer

Technical Criteria		≧	Score	Judgement Prompts
Presentation and Interview		20		
The method statement must clearly indicate understanding of project as defined in the Works Information Key risk elements and how they will be managed must be indicated Demonstrate the roles and responsibilities of critical resources including sub contractors and how they will work as a team	Method Statement to include - Preparation work - Site Establishment - Containment Tests - Product Displacement - Cleaning - Reinstatement - Material handling - Document Control - End of Job (EOJ)		0%	The method statement indicates lack of understanding of the scope
			20%	The method statement indicates an incorrect interpretation of the scope
			40%	The method statement reflects a generic understanding of scope and only indicates in a logical sequence how the project must be executed.
			60%	The method statement reflects a fair understanding of scope although not detailed but is in a logical sequence showing how the project must be executed.

<p>to achieve the project scope or deliverables.</p> <p>Demonstrate all specialist equipment to be utilized to successfully execute the Scope of Work, including dimensions and typical layout</p>			80%	The method statement reflects a good understanding of scope and in a logical sequence shows how the how the project must be executed. It indicates how preparatory work, procurement and subcontracting of works will be done.
			100%	The method statement reflects an excellent understanding of scope and is detailed in a logical sequence shows how the project must be executed. It indicates how preparatory work, procurement and subcontracting of works will be done. Key risk elements and restrictions on the project have been addressed.

T2.2-09: Evaluation Schedule: Presentation and Interview

Note to tenderers:

Tenderers will be required to attend a interview session with the Employer. The interview session shall be attended by the designated **Project Manager, Construction Manager, Safety Manager/ Safety Officer**.

The presentation must demonstrate an in-depth understanding of the scope for the displacement and cleaning of the pipeline utilising pigs and nitrogen.

Tenderer in his presentation must cover the following criterion

- 1) Introduction - 5 min
- 2) Key People - 5 min
- 3) Containment, Displacement & Cleaning statement - 15 min
- 4) Programme - 5 min
- 5) Safety Management - 5 min
 - Questions & Answers - 25 min
 - Total duration - 60 min

The Project manager to lead the presentation in the presence of the Construction Manager, Safety Manager and Safety Officer

Technical Criteria	W	Score	Judgement Prompts
Presentation and Interview	100		
Tenderer in his presentation must cover the following criterion: 1) Introduction 5 min 2) Key People 5 min 3) Containment, Displacement & Cleaning statement 15 min 4) Programme 5 min 5) Safety Management 5 min - Questions & Answers 25 min - Total duration 60 min The Project manager to lead the presentation in the presence of the Construction Manager, Safety Manager, Safety Officer & Pigging Specialist		0	The presentation is generic and only four (4) of the five (5) criterion for the Presentation is adequately addressed
		40	The presentation is generic and only five (5) of the five (5) criterion for the Presentation is adequately addressed
		70	The presentation is well prepared covering all five (5) criterion and sufficiently addresses all aspects of the Containment, Displacement & Cleaning Method Statement
		90	The presentation is well prepared covering all five (5) criterion and sufficiently addresses all aspects of the Containment, Displacement & Cleaning Method Statement as well as adequately respond to all Questions

(Bidder to provide a copy of the presentation in native and pdf format as well as additional support)"		100	The presentation is well prepared covering all five (5) criterion and sufficiently addresses all aspects of the Containment, Displacement & Cleaning Method Statement as well as adequately respond to all Questions. The presenter keep to the time limits
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