

## SECTION 5: EVALUATION CRITERIA FOR THE ESTABLISHMENT OF THE DATABASE

- 5.1 Certificate of good standing from the Compensation of Injury and Disease Act (COIDA)
- 5.2 Certified copies of the Directors / Member's identity documents and uncertified CK documents
- 5.3 Employment of targeted group (letter of commitment of official company letter to be submitted)

### Functionality Criteria (7GB)

The bidders will be assessed on functionality as set out below. Failure to comply with the below mentioned requirements will lead to points being forfeited. Bidders scoring less than the minimum score of 80 points out of 100 points for the functionality will automatically be disqualified.

Method for evaluation shall be applicable.

| CRITERIA                                                                                                                                                                                                                                                                                                                        | MAX POINTS | SUPPORTING DOCUMENTS TO BE SUBMITTED MUST BE RELEVANT TO THIS BID                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
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| <b>Please Note:</b><br><i>An appointment letter will only be considered if a corresponding reference letter is attached.</i><br><i>Reference letter will only be considered if the corresponding appointment letter is attached.</i><br><i>The appointment and reference letters should meet all requirements stated below.</i> |            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>1. EXPERIENCE</b>                                                                                                                                                                                                                                                                                                            | <b>30</b>  | <p>Number of projects completed in the past 10 years in a class of work:<br/>           One (1) appointment letter of R10 000 000 or more = <b>10 pts</b><br/>           Two (2) appointment letters, each equalling R10 000 000 or more = <b>20 pts</b><br/>           Three (3) or more appointment letters, each equalling to R10 000 000 or more = <b>30 pts</b></p> <p>The Appointment letter must include the following in order to receive points:</p> <ul style="list-style-type: none"> <li>▪ Date of appointment</li> <li>▪ The value of work</li> <li>▪ Contactable reference</li> <li>▪ Letter head of the employer</li> </ul>                                                           |
| <b>2. QUALITY</b>                                                                                                                                                                                                                                                                                                               | <b>20</b>  | <p>Corresponding stamped reference letters and practical completion certificates for the same projects as per appointment letter indicated above.</p> <p>One (1) reference letter = <b>3pts</b> and One (1) practical completion certificate = <b>3 pts</b><br/>           Two (2) reference letters = <b>6 pts</b> and Two (2) practical completion certificates = <b>6pts</b><br/>           Three (3) reference letters = <b>10 pts</b> and Three (3) practical completion certificates = <b>10pts</b></p> <p>The reference letter must include the following.</p> <ul style="list-style-type: none"> <li>▪ The value of work</li> <li>▪ Quality of work and performance of contractor</li> </ul> |

|                                            |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|--------------------------------------------|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                            |           | <ul style="list-style-type: none"> <li>Contactable reference</li> <li>Indication if work was completed successfully</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>3.RESOURCES/<br/>CAPACITY</b>           | <b>20</b> | <p>Attach CV's and copies of qualifications of key staff for points to be allocated. Failure to attach will result in no points being allocated. Only certified copies not older than 3 months will count for points.</p> <p><u>Project / Contracts Manager (NQF Level 5)</u><br/>         Qualified with &gt; 5 years' experience – 5 points<br/>         Qualified with &lt; 5 years' experience – 2.5 points</p> <p><u>Site Agent (NQF Level 3)</u><br/>         Qualified with &gt; 5 years' experience – 5 points<br/>         Qualified with &lt; 5 years' experience – 2.5 points</p> <p><u>Senior Foreman (NQF Level 3)</u><br/>         Qualified with &gt; 5 years' experience – 5 points<br/>         Qualified with &lt; 5 years' experience – 2.5 points</p> <p><u>Health and Safety Officer (NQF Level 3)</u><br/>         Qualified with &gt; 5 years' experience – 5 points<br/>         Qualified with &lt; 5 years' experience – 2.5 points</p> |
| <b>4.LOCALITY</b>                          | <b>25</b> | Attach municipal rates & taxes or statement of account as well as lease agreements as proof of locality                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>5.QUALITY<br/>MANAGEMENT<br/>SYSTEM</b> | <b>05</b> | Attach documents of quality management systems eg. ISO9000 or any evidence thereof                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |

| <b>Projects Successfully Completed</b> | <b>Points Allocated</b>                                                                                                                         |
|----------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Experience</b>                      | 30 points = 7.5 points per letter and corresponding completion certificate                                                                      |
| <b>Quality</b>                         | 20 points = 10 points per contactable reference letter                                                                                          |
| <b>Resources</b>                       | Key Personnel experience = 20 points for over 5 years work experience, 2.5 Points for 5 years and less work experience                          |
| <b>Locality</b>                        | 25 Points= 25 Points for Contractor based within Free State Province with proof of municipal rates and taxes or statement of account as well as |

|  |                                   |                                                                                                  |  |
|--|-----------------------------------|--------------------------------------------------------------------------------------------------|--|
|  |                                   | lease agreements as proof of locality and and 05 points for Contractors based outside Free State |  |
|  | <b>Management quality systems</b> | 05 Points = 05 Points for evidence of an acceptable quality management system                    |  |
|  | <b>Max Points Claimed</b>         | <b>100</b>                                                                                       |  |

\* The Department reserve the right to request a presentation should the need arise for this bid. N:B  
**Please note the amendment has been made on criteria 1 and 2 only.**