

Title: **For supply and delivery of dry grocery for 12 months at Duvha power station**

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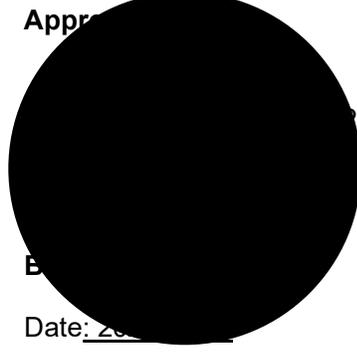
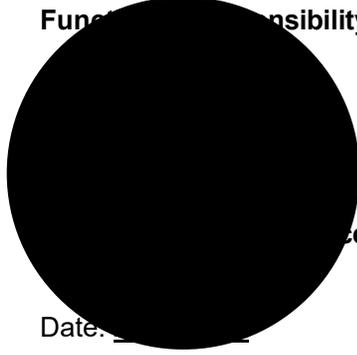
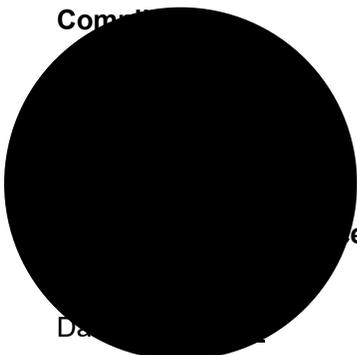
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1. INTRODUCTION

The tender evaluation strategy is developed for the purpose of obtaining a suitable contractor to supply and deliver dry groceries at Duvha Power Station for a period of 12 months.

2. SUPPORTING CLAUSES

2.1 SCOPE

This document covers the technical evaluation criteria to be utilised for the process of evaluating the tender submissions for the supply and delivery of dry groceries at Duvha Power Station.

2.1.1 Purpose

The purpose of this tender technical evaluation strategy is to define the Mandatory Evaluation Criteria, Qualitative Evaluation Criteria and TET member responsibilities for tender technical evaluation. The technical evaluation strategy serves as basis for the tender technical evaluation process.

2.1.2 Applicability

This document is applicable to Duvha Power Station.

2.2 NORMATIVE/INFORMATIVE REFERENCES

Parties using this document shall apply the most recent edition of the documents listed in the following paragraphs.

2.2.1 Normative

- [1] 240-48929482: Tender Technical Evaluation Procedure
- [2] 32-1033: Eskom Procurement and Supply Chain Management Policy
- [3] [32-1034: Eskom Procurement and Supply Management Procedure

2.2.2 Informative

N/A

2.3 DEFINITIONS

2.3.1 Classification

- . **Controlled Disclosure:** Controlled Disclosure to external parties (either enforced by law, or discretionary).

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2.4 ABBREVIATIONS

Abbreviation	Description
TET	Technical Evaluation Team
TSC	Term Service Contract
SABS	South African Bureau of Standards
PS	Power Station
NCRS	National regulator for compulsory Specifications
QC	Quality Control
QCP	Quality Control Plan
QM	Quality Management
SANS	South African National Standards
SHEQ	Safety, Health, Environment and Quality

2.5 ROLES AND RESPONSIBILITIES

Compiler	The document compiler is responsible for ensuring that this document is up-to-date and that this document is not duplication of the existing documentation, regarding the document's objective and content.
Functional Responsibility (Support Service Manager)	The functional Responsibility Person shall determine if the document is fit for the purpose before the document is submitted for authorisation.
Authoriser (Middle Manager Finance)	The document authoriser is a duly delegated person with the responsibility to review the document for the alignment to business strategy, policy, objectives and requirement. He/she shall authorise the release and application of the document.

2.6 PROCESS FOR MONITORING

The primary process that shall be used for monitoring the application of this document is 240-168966153 Generation Technical Tender Evaluation Procedure (Rev 1).

2.7 RELATED/SUPPORTING DOCUMENTS

- [1] 240-53716746: Tender Technical Evaluation Report Template
- [2] 240-53716712: Tender Technical Evaluation Results Form Template
- [3] 240-53716726: Tender Technical Evaluation Scoring Form Template

3. TENDER TECHNICAL EVALUATION STRATEGY

To be eligible for qualitative evaluation, the tenderer shall meet all the mandatory evaluation requirement. The evaluation of tender will be based on the tenderer's ability to meet the requirements

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specified in the applicable scope of work. A weighted score card approach will be used to evaluate the tenders against employer's requirements.

3.1 TECHNICAL EVALUATION THRESHOLD

Mandatory Technical Evaluation Criteria (gatekeepers) are "must meet" criteria. These criteria shall not be weighted or pointed scored but shall be assessed on YES/NO basis as to whether the criteria are met. An assessment of no against any criterion shall technically disqualify the tenderer and shall not be further evaluated against qualitative criteria.

Qualitative Technical Evaluations Criteria are weighted evaluation criteria used to identify the highest technically ranked tenderer after determining that all the Mandatory Evaluation Criteria have been met. The Qualitative Evaluation Criteria are weighted to reflect the relevant importance of each criterion.

The minimum weighted final score (threshold) required for a tender to be considered from a technical perspective is 90%. Should suppliers not meet the minimum threshold of 90%, they will be disqualified for consideration as technical suitable to execute the scope. Eskom reserves the right to reduce the threshold to 80% should there be no suppliers that obtains 90%.

Table 1: Technical Scoring Methodology

SCORE	PERCENTAGE (%)	DESCRIPTION
5	100	COMPLIANT <ul style="list-style-type: none"> • Meet the technical requirement(s) AND, • No foreseen technical risk(s) in meeting technical requirements
3	90	COMPLIANT WITH ASSOCIATED QUALIFICATIONS <ul style="list-style-type: none"> • Meet the technical requirement(s) with, • Acceptable technical risks AND/OR; • Acceptable exceptions AND/OR; • Acceptable conditions
1	40	NON-COMPLIANT <ul style="list-style-type: none"> • Does not meet the technical requirement(s) AND/OR Unacceptable technical risk(s) AND/OR; • Unacceptable exceptions AND/OR; • Unacceptable conditions
0	0	TOTALY DEFICIENT/NON-RESPONSIVE

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1.1 MANDATORY TECHNICAL EVALUATION CRITERIA

	Compliance	Reference to Technical Specification/Tender Returnable	Motivation for use of criteria	Yes	No
1	Physical Address of the warehouse and Food management safety certificate.	<p>The supplier shall provide the following:</p> <ul style="list-style-type: none"> physical address of the warehouse where they will be sourcing the goods (grocery) Food safety management certificate of the warehouse (SANS ISO 2200:2005) 	<p>Supplier must store and source their foods items in a warehouse that is approved by the relevant authority that it can store food and must also be compliant to food safety management system (SANS ISO 2200: 2005).</p> <p>Non-compliant to this will affect the health of employees</p>		
2	Physical address of the supplier's office	<p>The supplier shall:</p> <ul style="list-style-type: none"> Provide physical address of their office where they are operating from. Provide the office contact number which will be functional for the duration of the contract. 	<p>It is important for the supplier to have a functional office and also have a telephone line that is working all the time. This will assist in us reaching the supplier anytime convenient for us.</p>		

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1.2 MANDATORY TECHNICAL EVALUATION CRITERIA

NOTE: FAILURE TO SUBMIT/MEET ANY OF THE MANDATORY REQUIREMENTS WILL LEAD TO AUTOMATIC DISQUALIFICATION

1.3 QUALITATIVE TECHNICAL EVALUATION CRITERIA

Table 3: Qualitative Technical Evaluation Criteria

NB: Minimum weighted final score (threshold) required for a tender to be considered from a technical perspective is 70%.

No	Qualitative Technical Criteria Description	Criteria Weighting (%)	Reference to Technical Specification / Tender Returnable
1.	Previous related experience (Supply and delivery of goods)	50%	Provide physical document of : 1. Signed reference letter stating period. and or 2. Purchase order or contract stating purchase order/contract period.
2.	Certificate of Acceptability – R918 of 2018 for licence of building Pest control certificate	20%	1. Provide valid certificate of acceptability for the building 2. Provide valid certificate of pest control of the building
3.	Proof of delivery vehicle	10%	1. Provide valid driver 's licence of the drivers 2. Delivery vehicle maintenance records
4.	Letter of intent from supplier to source the goods	20%	1. Provide letter of intent to source goods from a reputable supplier
	Total score	100%	

Qualitative Technical Evaluation Criteria		Score [0,1,3,5]	Scoring Criteria
1.	COMPANY EXPERIENCE		
1.	Previous related experience (Supply and delivery of goods)	50%	<p>25 = Company with 5 years or more relevant grocery supply or food distribution experience, providing proof of completed deliveries (e.g., delivery notes, completion certificates) AND at least two contactable clients as references</p> <p>15 = Company with 3–4 years relevant experience, providing partial proof of completed deliveries OR one contactable client reference</p> <p>10 = Company with 1–2 years relevant experience, providing limited or informal proof of deliveries OR no contactable client references</p> <p>0 = non-submission of stipulated requirements, or no evidence of previous related experience</p> <p>Total Points = 50</p>
<p>NOTE:</p> <p>Proof of delivery completion can include delivery notes, completion certificates, signed PODs, or invoices showing successful deliveries.</p> <p>Contactable clients must be verifiable (name, phone/email) to confirm the tenderer’s past performance.</p>			
2.	COMPANY PROFILE		

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2.1 2.2	Certificate of Acceptability – R918 of 2018 for licence of building Pest control certificate	20%	15 = Submit both valid certificate of 5 = Submit both a valid Certificate of Acceptability for the warehouse AND a valid pest control certificate/service record for the warehouse 5 = Submit only one valid certificate (either Certificate of Acceptability OR pest control certificate/service record) 0 = Non-submission of stipulated requirements OR submission of expired/invalid certificates Total Points = 20
<p>NOTE:</p> <ul style="list-style-type: none"> • Certificate of Acceptability: Must be issued by the relevant local authority and applicable to food storage/handling at the warehouse • Pest Control Certificate: Must be: <ul style="list-style-type: none"> 🚩 Issued by a registered pest control service provider 🚩 Recent/valid (e.g., within last 3–6 months, depending on your requirement) 🚩 Clearly linked to the warehouse address 			
3.	COMPANY RESOURCES		
3.1	Proof of delivery vehicle	10%	7 = Tenderer provides fully compliant, roadworthy, fit-for-purpose vehicles with proof of ownership/lease, sufficient capacity, and maintenance records 3 = Tenderer provides partially compliant vehicles with some gaps in documentation or capacity 0 = Tenderer fails to demonstrate possession of suitable delivery vehicles Total Points = 10 <small>NB: Attach letter of intent to buy or hire if vehicle not available at the time of submission of tender documents.</small>

3.2	Letter of intent from supplier	20%	<p>15 = Provide a signed letter of intent from a reputable supplier, including supplier details and confirmation of ability to supply goods</p> <p>5 = Provide an unsigned letter of intent OR letter with incomplete supplier details</p> <p>0 = Non-submission of stipulated requirements</p> <p>Total Points = 20</p>
<p>The letter must be:</p> <ul style="list-style-type: none">  on supplier letterhead  dated and signed <p>References the specific tender or scope (groceries supply)</p>			

NOTE: Duly authorised representatives of Eskom shall conduct a site visit to the tenderer's premises at the address provided, forming part of the tender evaluation process.

1.4 TET MEMBER RESPONSIBILITIES

TET Number	Mandatory Criteria and Qualitative Technical Evaluation Criteria	Designation
All TET's	Evaluation and scoring of technical submissions	

1.5 FORESEEN ACCEPTABLE / UNACCEPTABLE QUALIFICATIONS

1.5.1 Risks

Table 5: Acceptable Technical Risks

Risk	Description
1.	Company with mandatory requirements

Table 6: Unacceptable Technical Risks

Risk	Description
1.	Company without the mandatory requirements

1.5.2 Exceptions / Conditions

Table 7: Acceptable Technical Exceptions / Conditions

Risk	Description
1.	Accept deviation with technical qualification

Table 8: Unacceptable Technical Exceptions / Conditions

Risk	Description
1.	Deviation without technical qualification not acceptable