

ANNEXURE E

EVALUATION CRITERIA

1. Mandatory Evaluation Criteria

At this phase bidders must submit the required supporting documents to substantiate compliance to the following requirement. It must be noted that if the Bidder does not meet any of the requirements, the bidder will be disqualified and not be evaluated.

No.	MANDATORY	Comply	Not Comply
1.1	The service provider must submit a Letter of Good Standing with the Compensation for Occupational Injuries and Diseases (Act. No 130 of 1993 and Act. No 61 of 1997) (COIDA). Submit a valid copy		
Substantiate / Comments			
No.	MANDATORY	Comply	Not Comply
1.2	SANS 10146 Certification (SABS Laundry Standards) - issued by the SABS. Submit a valid copy		
Substantiate / Comments			
No.	MANDATORY	Comply	Not Comply
1.3	Rental agreement with certified valid roadworthy certificate / A valid and certified copy of a bakkie or panel van's roadworthy certificate submitted that will be used to transport laundry.		

THE APPOINTMENT OF A SERVICE PROVIDER FOR THE PROVISION OF LAUNDRY SERVICES TO THE SANPC REFINERY FOR A PERIOD OF 36 MONTHS (3 YEARS).

	Submit a valid copy		
	Substantiate / Comments		
No.	MANDATORY	Comply	Not Comply
1.4	The Service Provider shall have at least Two (2) experienced drivers with a valid Code 08/B licence or higher code with 1 year driving experience, who will be collecting and delivering the laundry to the Refinery. Submit a valid copy		
	Substantiate / Comments		

2. Technical Evaluation Criteria

Bidders will be evaluated according to the below technical evaluation criteria. Minimum Technical Threshold is **60%**. It must be noted that if the Bidder does not meet the **60%** minimum threshold, the bidder will be disqualified and not be evaluated further.

2.1 EXPERIENCE OF BIDDER			
Technical Information	Scoring	Proof of documents	Weighting Percentage
<p>COMPANY EXPERIENCE</p> <p>The company must have delivered/rendered similar services to other companies.</p> <p>Bidder to provide positive reference letters not older than ten (10) years as proof of previous projects implemented. Reference letters must have the following;</p> <p>(a). Client's letterhead</p>		Reference Letters	40%

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<p>(b). Period of the contract (c). Description of services rendered (d). Signed by the client (e). Client Name, Email address & contact number.</p>			
5 or more relevant references	5		
4 relevant reference letters	4		
3 relevant reference letters	3		
2 relevant reference letters	2		
1 relevant transaction	1		
0 relevant transaction	0		
2.2 TECHNICAL APPROACH METHODOLOGY			
Technical Information	Scoring	Proof of documents	Weighting Percentage
<p>TECHNICAL APPROACH METHODOLOGY</p> <p>Bidders will submit a technical methodology that is aligned to the scope of work highlighting, but not limited to the following elements:</p> <ul style="list-style-type: none"> • Reducing environment impact • Workers Health and Safety • Waste disposal method Statement • Waste Management Methods, • Bidding company OHS Policy. 		Proposal	30%
Technical Approach & Methodology addresses 5 listed points	5		
Technical Approach & Methodology addresses 4 listed points	4		
Technical Approach & Methodology addresses 3 listed points	3		

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Technical Approach & Methodology addresses 2 listed points	2		
Technical Approach & Methodology addresses 1 listed points	1		
No Technical Approach & Methodology submitted	0		
2.3 DRIVER'S CERTIFICATION			
Technical Information	Scoring	Proof of documents	Weighting Percentage
Driver's certification The Service Provider must have 2 drivers with at least (05) years' experience in transporting liquid waste.		CV of the proposed Truckdriver	15%
5 years or more driving experience	5		
4 years driving experience	4		
3 years driving experience	3		
2 years driving experience	2		
Less than 2 years driving experience	0		
2.4 OCCUPATIONAL HEALTH AND SAFETY (OHS) FILE			
Technical Information	Scoring	Proof of documents	Weighting Percentage
OHS FILE Bidders will submit an OHS File that is aligned to the scope of work highlighting, but not limited to the following elements: <ul style="list-style-type: none">• Baseline Risk Management Plan• Incident Management Plan• Testing• Cleaning Schedule• PPE for staff		OHS FILE	15%
OHS File addresses 5 listed points	5		
OHS File addresses 4 listed points	4		
OHS File addresses 3 listed points	3		
OHS File addresses 2 listed points	2		

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OHS File addresses 1 listed points	1		
No OHS File submitted	0		

3. Commercial evaluation (Price and Specific goals scoring)

Evaluation Criteria	Final Weighted Scores
Price	80
Specific goals	20
TOTAL SCORE:	100

A maximum of 20 points will be awarded to a tenderer for specific goals specified for the tender/RFQ as follows:

Specific goals	Points
Historically disadvantaged individual (HDI)	
Enterprises with ownership of 51% or more by person/s who are black	10
Enterprises with ownership of 51% or more by person/s who are women	5
Enterprises with ownership of 51% or more by person/s who are youth	3
Enterprise with ownership of 10% or more by person/s with disability	2
Total	20

Tenderer must submit their B-BBEE certificate issued by an authorized body or person or a B-BBEE sworn affidavit to claim preference points.

- The points scored for the specific goal must be added to the points scored for price and the total must be rounded off to the nearest two decimal places.
- The contract must be awarded to the tenderer scoring the highest points.
- If two or more tenders score an equal total number of points, the contract must be awarded to the tenderer that scored the highest points for specific goals, and if two or more tenderers score equal total points in all respects, the award must be decided by the drawing of lots.

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