

TECHNICAL EVALUATION SCORECARD						
RFP NO: TNPA/2024/04/0011/62423/RFP - FOR THE PROVISION OF DOMESTIC CLEANING SERVICES OF BUILDINGS AND FACILITIES IN THE PORT OF EAST LONDON, TRANSNET NATIONAL PORTS AUTHORITY FOR A PERIOD OF THIRTY-SIX (36) MONTHS						
Technical Evaluation Sheet						
Nr	Category	Total Weight	Weight	Requirements	Type of Proof / Detail to be submitted	Model Answer
	Technical Evaluation Criteria					3 = Bidder fully meets the requirements = 100% of the points 2 = The Bidder meets the critical requirements = 66.67% of the points 1 = The Bidder partially meets requirements = 33.33% of the points 0 = Company does not meet requirements. 0% of the points
1	Bidder's Previous Experience	40				Model Answer
	Experience of Cleaning Services Projects Completed		40	A bidder is required to have experience on domestic cleaning services of buildings and facilities A bidder is required to prove the required experience by submitting a minimum list of three (3) previous contracts completed in the past together with award letters or testimonials signed by the client for each contract. The list of previous contracts must include: 1) Project Description 2) Client's Company Name 3) Client's Contact Details (email & telephone) 4) Duration of the contract/project Note: Award letters must be submitted with testimonial letters. Or submit only testimonial letter signed by the client.	List of previous contracts with award letters or testimonials signed by the client for each contract.	3 = Completed above three (3) cleaning contracts 2 = Completed three (3) cleaning contracts 1 = 2 Completed two (2) and less cleaning contracts 0 = No proof of contracts completed
2	Tools and Equipment	40				Model Answer
	Tools & Equipment		40	The Bidder must have in possession the tools and equipment required to provide the required domestic cleaning services of buildings and facilities. The Bidder must submit a minimum proof of ownership for the list of material and equipment together with the vehicle/s in a form of Asset Register or proof of leasing agreement signed by the owner of the equipment and/or Invoices in the name of the company	Proof of ownership in a form of Asset Register or proof of leasing agreement signed by the owner of the equipment and/or Invoices in the name of the company of at least a minimum of two (2) the following items: 1. List of material and equipment submitted; minimum (Polishing machine, brooms, mops, vacuum cleaners, wet floor signs) to submit signed Asset Register or Invoices in the name of the company. 2. Vehicle or (Bakkie) – to submit valid licence disk and vehicle registration in Company's name or signed agreement letter with the owner of vehicle/rental company. 3. Submit proof of Personal Protective Equipment (PPE) (in the form of pictures)	3 = Submitted all three (3) requirements 2 = Submitted Item one (1) & two (2) 1 = Submitted Only Item number one (1) 0 = No Submission
3	Health and Safety Management Plan	20				Model Answer
	Detailed health and safety management plan specific to the scope of service		20	Health and Safety Requirements in compliance with OHS Act 85 of 1993 and its regulations	Detailed health and safety management plan specific to the project and must detail a minimum of the two (2) requirements: 1) Submit Health and Safety Plan 2) Risk Assessment - Project Specific Risk Assessment 3) Valid Letter of good standing	3 = Submitted all three (3) items 2 = Submitted items one (2) and two (2) 1 = Submitted only item no. three (3) 0 = No submission
		100.00				
						Minimum Threshold is = 66.67