

	Annexure C1: Environmental Tender Evaluation & Scoring Card		Template Identifier	240-13921899	Rev.	5
			Document Identifier	240-167528519	Rev.	1
			Effective Date	Dec-21		
			Review Date	Dec-24		
Enquiry No.						
Name of Project Manager						
Name of Buyer						
Project						
Scope						
CONTRACTOR/SUPPLIER						
Name & Details						
Purpose	To assess whether the above-mentioned supplier/s submitted the required environmental documentation as specified in the Enquiry referenced below, and that such documentation complies with the specified requirements.					
Reference Documentation	32-727	SHEQ Policy				
	32-726	SHE Requirements for the Eskom Commercial Processes				
ENVIRONMENTAL EVALUATION CRITERIA						
The tender submission score sheet indicating the criteria to be used, the weighting of each criterion and the weighting per discipline in multidisciplinary packages shall be authorised by the relevant senior manager. The approved tender submission score sheet shall be issued with the enquiry to be used for technical evaluation.						
#	REQUIREMENTS	DETAILS AND EVIDENCE TO BE PROVIDED	Track Submission	Actual Score (0/1)	Applicability (N/Y)	Comments – Requirements to be collected at Contract Award Stage
1	Environmental Policy	Document which provides an intentions and a direction of an organization related to environmental performance, as formally expressed by its top management				
		Expressed Environmental commitments (protection of environment, environmental compliance, environmental objectives, continual improvement, pollution reduction, etc.				
		Document signed by the CEO/ Director, Date & version controlled				
2	Company Organogram: showing environmental responsible persons	Contractor Environmental Officer/ Environmental Representative/ Company Director/ Herbicides Applicator.etc				
6	Waste management strategy/ Plan	A WMP provides description of the different waste streams expected on site (i.e, Batteries, wires, cables, etc.)				
		The WMP should also deal with prevention of pollution managing waste(Littering & separation) and waste minimization methods such as reuse, recycle and reduce.				
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		Records of waste quantities disposed and registered landfill sites				
		Environmental compliance obligations (law) requirements				
7	Environmental Emergency Preparedness & Response Plan	This plan lists possible environmental emergencies that could occur e.g. chemical spillages, air pollution incidents and encounters with bees and snakes.				
		This plan shall address approach on how to respond to such emergency situations. This shall includes exercises or drills to prepare and test emergency response on specified timeframes.				
		This plan shall provide contact details of required stakeholders in case of an emergency				
8	Communication strategy or communication Plan	This plan shall address the method of communication internal and external in relation to environmental matters including;				
		What is going to be communicated				
		How				
		To whom				
		The Requency				
		The purpose of such communication				
9	Environmental incident Register	This register provides environmental incident details of the following;				
		Description of the incident				
		Date of incident, reported to and reported by.				
		Actions taken and status of recommendations				
		Date incident closed				
10	Environmental Competency Training certificate	Does the organization have an environmental training matrix and schedule?				
		Does the organization have documented proof that staff members have received environmental training? to				
		To ensure that employees have sufficient skills and understanding to execute their various duties?				
11	Environmental Appointment letters	This part provides an environmental appointment letter (template) with clear Roles, Responsibilities & Authority;				
		Environmental Officer, Environmental Representative where duties listed are aligned with environmental management (i.e. Monitor Compliance with EMP, WMP, Ensure compliance to and the knowledge of NEMA, management of waste, compliance to ISO 14001 requirements (where practicable).				

12	Declaration: Environmental and Social (ES) past performance	Sign & Date of the Environmental and Social Performance Declaration Form				
13	Additional environmental requirement	Any requirement specific to a project or activity when doing evaluations (where practicable)				

NOTE: IT IS IMPORTANT THAT ALL TENDERERS READ THE ISO14001:2015 INTERNATIONAL STANDARD FOR DETAILED INFORMATION ON THE ENVIRONMENTAL MANAGEMENT SYSTEM REQUIREMENTS AND DEFINITIONS.

NOTE: THE PASS MARK FOR THIS CONTRACT IS 100% OF ALL THE REQUIREMENTS.

Rating Legend	
0	Document not submitted OR submitted but does not satisfy the minimum requirements
1	Document submitted and the content satisfy the minimum requirements

FOR ESKOM OFFICE USE ONLY		
ENVIRONMENTAL EVALUATOR		
	ACCEPTABLE	UNACCEPTABLE
Name	Signature	Date

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