

	Instruction	Hendrina Power Station
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Title: **Technical Evaluation Strategy for the Provision of Safety Symbolic Signs**

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1. Introduction

A new, long-term contract for the provision (Supply and Delivery) of Safety Symbolic Signs at Hendrina Power Station must be negotiated and concluded for the station in 2024. To do so effectively, the Suppliers must be evaluated according to criteria outlined in this document.

2. Supporting Clauses

2.1 Scope

The document covers the different aspects that will be evaluated and scored by the multi-discipline Technical Evaluation Team (TET) to complete the technical evaluation of the contract for the provision of provision of safety symbolic signs at Hendrina Power Station. The team members are listed and appointed in this document along with their responsibilities. The document also describes the acceptable and unacceptable risks and qualifications and/or conditions.

Once the Technical Evaluation Strategy is authorised, no changes will be made to the evaluation criteria without appropriate authorisation.

2.1.1 Purpose

The purpose of this Tender Technical Evaluation Strategy is to the define the Mandatory Evaluation Criteria, Qualitative Evaluation Criteria and Technical Evaluation Team members responsibilities for the tender technical evaluation. The Technical Evaluation Strategy serves as a basis for the tender technical evaluation process.

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] 240-168966153: Tender Technical Evaluation Procedure
- [2] 32-1034: Eskom Procurement Procedure
- [3] 32-727: Safety, Health, Environment and Quality (SHEQ) Policy
- [4] 380-136 544: Scope of Work Instruction for the Provision of Safety Symbolic Signs at Hendrina Power Station

2.3 Abbreviations

Abbreviation	Explanation
CV	Curriculum Vitae
TES	Technical Evaluation Strategy
TET	Technical Evaluation Team

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2.4 Roles and Responsibilities

Role	Responsibility
Technical Evaluation Team	The members appointed in this document who will perform the technical evaluation on tenders received because of a tender enquiry submission

2.5 Process for Monitoring

The Technical Evaluation process will be audited using internal processes.

2.6 Related/Supporting Documents

N/A

3. Tender Technical Evaluation Strategy

3.1 Technical Evaluation Threshold

The Mandatory Technical requirements should be present, updated, and valid in order for the evaluation to continue to the Qualitative Technical requirements evaluation.

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

Table 1: Qualitative Evaluation Criteria Scoring Table

Score	%	Definition
5	100	COMPLIANT - Meet technical requirement(s) AND - No foreseen technical risk(s) in meeting technical requirements
4	80	COMPLIANT WITH ASSOCIATED QUALIFICATIONS Meet technical requirement(s) with - Acceptable technical risk(s) AND/OR - Acceptable exception(s) AND/OR - Acceptable conditions
2	40	NON-COMPLIANT - Does not meet technical requirement(s) AND/OR - Unacceptable technical risk(s) AND/OR - Unacceptable exceptions AND/OR - Unacceptable conditions

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0	0	TOTALLY DIFICIENT OR NON-RESPONSIVE
Note 1: The scoring table doesn't make provision for scoring of 1 and 3. Note 2: Foreseen acceptable and unacceptable risk(s), exceptions and conditions shall be unambiguously defined in the relevant Tender Technical Evaluation Strategy.		

3.2 Mandatory Technical Requirements

Table 3: Mandatory Technical Requirements

	Mandatory Technical Criteria Description	Reference to Technical Specification/ Tender Returnable
1	Compliance to SANS 1186-1.	Product certification, compliance statement, or testing report supplied.

3.3 Qualitative Technical Evaluation Criteria

Table 4: Qualitative Technical Evaluation Criteria

	Qualitative Technical Criteria Description	Reference to Technical Specification / Tender Returnable	Criteria Weighting (%)	Criteria Sub-Weighting (%)
1	Provide at least two (2) contactable references where similar services (Provision of Safety Symbolic Signs) were provided successfully for at least 3 years.	Letters from previous clients confirming successful provision of safety symbolic signs service provided on the client's letterhead.	50%	N/A
		2 x Long-term contract / service provision at least 3 years scores 5		50%

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	Acceptable: Purchase Orders, Contracts, Reference Letter on Company Head (signed), Completion Certificate (signed). These documents should clearly state where the service was provided as well as the dates of the contracts. References will be contacted using own search for company numbers	1 x Long-term contract / service provision at least 3 years OR 2 x contracts / services of less than 3 years and more than 2 years scores 4		30%
		1 x contracts / purchase orders providing the service more than 2 years OR 2 x contracts or purchase orders providing the service less than 2 years but more than 1-year scores 2.		20%
		No experience / no proof submitted scores 0		0%
2	Delivery time frame	Delivery within 7 calendar days after receipt of a purchase order scores 5	50%	50%
		Delivery within 10 calendar days after receipt of a purchase order scores 4		30%
		Delivery within 14 calendar days after receipt of a purchase order scores 2		20%
		Delivery after 14 calendar days after receipt of a purchase order scores 0		0%
	Total		100%	

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3.4 Foreseen Acceptable / Unacceptable Technical Qualifications

Acceptable technical risk:

Marginally failing to meet the 70% threshold as stipulated in section 3.1.

Unacceptable technical risk:

Failing to meet any of the technical gatekeepers as listed in section 3.3, Table 3.

3.5 Foreseen Acceptable / Unacceptable Technical Exceptions / Conditions

Acceptable technical exceptions/conditions:

As per the requirements set out under the Qualitative Technical Evaluation Criteria in section 3.4.

Unacceptable technical exceptions/conditions:

As per the requirements listed in section 3.3, Table 3.

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