

<b>DESKTOP EVALUATION CRITERIA - SOUTHERN GRID</b>				
<b>COMPANY PROFILE AND EXPERIENCE (20)</b>				
			<b>Max Score</b>	<b>Tender Returnable</b>
Footprint in province where the services are to be rendered.	Valid Lease Agreement/Statement Water and lights account		<b>10</b>	Lease Agreement/statement water and lights (signed by 2 or more contracting parties with witness signatures). Dates must be valid at time of tendering. Alternatively proof of ownership of building in the company's name must be submitted. The lease agreement must be of the control room facility and Armoury location. Lease agreement signed by both parties and valid for a period of at least three years from date of tender.
Proof of references for similar services rendered	Two (2) Reference letters from clients signed on the company's letterhead. The letters should not be older than twelve (12) months		<b>10</b>	Certified reference letters not older than 90 days
<b>RESOURCES- MANPOWER ( 20)</b>				
Adequate resources and capacity	Does the supplier have a comprehensive HR policy that addresses recruitment/sourcing strategy, staff retention, requirements for security screening and fitness for duty in compliance with PSIRA Act, Act 56 of 2001, Firearms Control Act 60 Of 2000	HR Plan that covers: sourcing; retention strategy; criminal record checks, Medical screening, psychometric testing = 10 HR Plan partially (50%) covering sourcing; retention strategy; criminal record checks, Medical screening, psychometric testing (FCA) = 5 HR Plan covering less than 20% or there No plan = 0	<b>10</b>	HR Plan containing details
The supplier must demonstrate that all guards in their employ are PSIRA registered	Valid PSIRA HR Listing not older than 90 days		<b>10</b>	PSIRA HR listing printout form <b>PSIRA Not older than 90 days</b>
<b>RESOURCES- VEHICLES (15)</b>				
Does the supplier possess sufficient number of vehicles and does the the supplier effectively manage and maintain his vehicles?	Does the supplier have adequate number of vehicles for the required service? (3) Are all vehicles fitted with a vehicle tracking system and monitored 24 hours a day, 7 days a week? Vehicle tracking system reports (5) Are there maintenance records for all vehicles? (2) Are there valid vehicle registration certificates for vehicles?(5)	Score total for total compliance = 15 Ea. item confirmed to be scored as per allocated score for the item and all scores added together	<b>15</b>	A list of vehicles must be produced, <b>Certified copies of valid vehicle registration</b> certificates for company vehicles, Proof of any changes in ownership, Proof of valid lease and rental agreements in the name of the Company were applicable, physical inspection of the vehicles (branding and Km), live monitoring of vehicles, tracking reports
<b>UNIFORM AND PPE EQUIPMENT(10)</b>				
The Supplier must provide the Security officer with appropriate uniform	Does the supplier have a duly authorised uniform policy indicating the frequency of replenishing of uniform item? (3)  Are Security officers issued with the following as part of the uniform items – cost to company? Combat uniform (5) Bullet proof vests (2)	Score total for total compliance = 10 Ea. item confirmed to be scored as per allocated score for the item and all scores added together to get final score.	<b>10</b>	Uniform Policy and copy of issuing register of combat uniform being issued to personnel and bullet proof
		<b>Total</b>	<b>65</b>	
<b>A combined score of the desktop tender returnables and on site : 75 marks is required to be technical compliant</b>				
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