

Detail technical evaluation criteria for ISO 45001 Training, OHS Management, OHS Legislation and Stacking and Storage Training

Project Name: ISO 45001 Training, OHS Management, OHS Legislation and Stacking and Storage Training

Technical Evaluation Date:

Gate keepers:

For all ISO 45001 Training courses on the scope of work:

Suppliers will be technically unacceptable and will not be evaluated further if they did not submit a valid copy of the accreditation letter as proof that:

1. They are accredited with QCTO for Higher Occupational Certificate: Occupational Health and Safety Practitioner, SAQA ID 121527 or QCTO for Occupational Certificate: Occupational Health and Safety Practitioner Qualification, SAQA ID 99714; and
2. SAATCA (South African Auditor & Training Certification Authority) as a Training Course Provider

Supplier QCTO Accreditation Number:

SAATCA Registration number:

For NEBOSH Training

Suppliers will be technically unacceptable and will not be evaluated further if they did not submit a valid copy of the accreditation letter as proof that:

1. They are accredited with QCTO for Higher Occupational Certificate: Occupational Health and Safety Practitioner, SAQA ID 121527 or QCTO for Occupational Certificate: Occupational Health and Safety Practitioner Qualification, SAQA ID 99714; and
2. They are a NEBOSH Approved Learning Partner in South Africa

Supplier QCTO Accreditation Number:

Supplier NEBOSH Approved Learning Partner in South Africa Registration number:

For OHS Management, OHS Legislation Training and Stacking and Storage Training

Suppliers will be technically unacceptable and will not be evaluated further if they did not submit a valid copy of the accreditation letter as proof that:

1. They are accredited with QCTO for Higher Occupational Certificate: Occupational Health and Safety Practitioner, SAQA ID 121527 or QCTO for Occupational Certificate: Occupational Health and Safety Practitioner Qualification, SAQA ID 99714.

The threshold (pass mark) on the technical evaluation criteria is 80% for each course.

Suppliers would be deemed technically unacceptable if they score less than 80% for each course.

Company (CRITERIA-1)	WEIGHT	RANGE	SCORE	Actual Score	SOURCE OF EVIDENCE	Evaluators comments
Training Material (Criteria -1)	40%					
1.1. Learner Guide and Facilitator presentation covers points as per the scope of work/ course points with course objectives and outcomes outlined in each course:	20%	No electronic submission of Learner Guide and Powerpoint presentation relevant to the training	0%		Electronic submission of both Learner Guide and Powerpoint presentation relevant to the course content includes clearly outlined course objectives and outcomes focusing on practical application of the content as per the scope of work.	
		Only the electronic copy of Learner Guide or Powerpoint presentation relevant to the training submitted	1-10%			
		Both electronic copies of Learner Guide and Powerpoint presentation relevant to the training submitted	11-20%			
1.2. Evidence that training incorporates multiple learning methodologies, includes practical demonstrations, various case studies related to the scope of work, uses examples and scenarios relevant to	10%	Learner Material does not incorporate multiple learning methodologies and does not include practical demonstrations, various case studies related to the scope of work, or examples and scenarios relevant to the Eskom business.	0%		Learner Guides, Assessment Guides and case studies and group activities included and content is relevant to the scope of work and can be presented on	

the Eskom business.		Learner Material does incorporate multiple learning methodologies and includes practical demonstrations, various case studies related to the scope of work, uses examples and scenarios relevant to the Eskom business.	1- 10%		multiple medias (online/virtual or classroom)	
1.3. Quality of submitted Learner Guide, assessment documents and Powerpoint presentation and supporting learning material (templates and forms).	10%	No electronic submission of Learner Guide, pre and post assessment and Powerpoint presentation relevant to the training submitted	0%		Quality of submitted electronic Learner Guides, Assessment documents and Powerpoint Presentations	
		Learner Guide relevant to the training submitted and of good quality	1-4%			
		Powerpoint presentation relevant to the training submitted and of good quality	1-4%			
		Both formative, pre and post assessments relevant to the training submitted and of good quality	1-2%			
Learner competency assessment (CRITERIA -2)	10%					
2.1. Evidence that pre and post (formative and summative) assessments are included in the training program to test both theory and practical comprehension of the course presented.	5%	No formative and summative assessments included	0%		Copy of course assessments/ Group activities included in the Learner guide and exam paper relevant to the courses on the scope of work.	
		Formative and summative assessments included test both theory and practical comprehension	1-5%			
2.2. Evidence that the competency evaluation is based on the course outcomes	2%	Formative and summative assessments included not based on course outcomes	0%		Formative and summative assessments included and test both theory and practical comprehension as per course outcomes	
		Formative and summative assessments included test both theory and practical comprehension as per course outcomes	1-2%			
2.3. The service provider's ability to provide training data (results, attendance registers, etc) and learners' competency/ attendance certificates upon successful completion of training.	3%	No training delivery and records keeping Procedure/ policy and electronic certificate copy submitted	0%		Copy of Training delivery and records keeping Procedure/ policy	
		Training delivery and records keeping Procedure/ policy submitted	2%			
		No electronic certificate copy submitted	0%		Copy of electronic training certificate	
		Electronic certificate copy submitted	1%			
Facilitator Accreditation and experience (Criteria -3)	30%					
3.1. The supplier must provide CV's and qualifications of all facilitators, indicating that they are experienced for the courses they will be presenting.	10%	No related experience on submitted CVs and No CVs submitted	0%		No related experience on submitted CVs and No CVs submitted	
		2 - 3 Years related experience	3%		Copy of CV indicating 2 - 3 Years related training facilitation experience	
		4 - 7 Years related experience	5%		Copy of CV indicating 4 - 7 Years related training facilitation experience	
		8 Years and above related experience	10%		Copy of CV indicating 8 Years and above related training facilitation experience	
3.2. Evidence that the Facilitators have related qualifications at NQF Level 5 and above for the training they will be facilitating		No Facilitators qualifications related to scope of work submitted	0%		Copies of Facilitators related qualifications at NQF Level 5 and above also related to the scope of work not submitted. SAATCA registration as a ISO 45001 Lead Auditor for ISO 45001 Courses or NEBOSH registered qualified Facilitator for NEBOSH Training) for the training they will be facilitating not submitted	
3.3. Evidence that the Facilitators have related qualifications (and SAATCA registration as a lead Auditor for ISO 45001 Courses or NEBOSH registered qualified Facilitator for NEBOSH Training) for the training they will be facilitating	10%	Facilitators qualifications related to the course they will be presenting on the scope of work submitted	5%		Copies of Facilitators related qualifications at NQF Level 5 and above also related to the scope of work submitted.	
		Facilitators SAATCA ISO 45001 Lead Auditors certificate submitted for ISO 45001 courses or NEBOSH accredited Facilitator qualification certificate submitted	5%		Copies of Facilitators SAATCA registration as a ISO 45001 lead Auditor for ISO 45001 Courses submitted or copies of NEBOSH registered qualified Facilitator for NEBOSH Training submitted	
3.4. Evidence that the Facilitators have related facilitation skills training (ETDPSETA).	10%	No proof of Facilitators facilitation skills training submitted	0%		Facilitator skills training certificate not submitted	
		Proof of Facilitators facilitation skills training submitted	10%		Facilitator skills training certificate submitted	
Company training delivery experience and capacity (Criteria -4)	20%					

4.1. Proof of any training delivery experience according to the scope of work across multiple industries including or similar to Eskom and years in existence outlined in the company profile.	0%	0 years	0%		No Company profile, CIPC document, signed reference letter and proof of training delivery payment related to scope of work submitted	
	4%	1 - 3 Yrs	2%		Company profile documenting company work experience and 1-3 years of related training delivery experience	
			1%		One (1) signed reference letter from customers with company letterhead indicating that the company has delivered similar training in the past 1-5 years	
			1%		One (1) copy of purchase order or invoice or Signed contract or acceptance letter from where the tendering company has provided similar training in the past 1 to 7 years	
	6%	4- 7 Yrs	2%		Company profile documenting company work experience and 4-7 years of related training delivery experience	
			2%		Two (2) signed reference letters from customers with company letterhead indicating that the company has delivered similar training in the past 1-7 years	
			2%		Two (2) copies of purchase orders or invoices or signed contracts or acceptance letters from where the tendering company has provided similar training in the past 1 to 7 years	
	10%	8-10 Yrs and above	6%		Company profile documenting company work experience and 8-10 years of related training delivery experience	
			2%		Three (3) signed reference letters from customers with company letterhead indicating that the company has delivered similar training in the past 1-7 years	
			2%		Three (3) copies of purchase orders or invoices or signed contracts or acceptance letters from where the tendering company has provided similar training in the past 1 to 7 years	
	Final Score	100%				