



Tender Technical Evaluation Strategy

SUPPORT SERVICES
MATLA POWER
STATION

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1. INTRODUCTION

Eskom Matla Power Station intends to enter a 2year contract for Supply and Delivery of Bakery products to Matla Power Station for a period of 2 years with an experienced reputable service provider.

2. SUPPORTING CLAUSES

2.1 SCOPE

This document outlines the technical criteria and the process to be followed when evaluating tender documents to ensure that the contract is concluded with a suitable contractor who will be able to supply and Deliver Bakery Products at Matla Power Station for a period of 2 years.

2.1.1 Purpose

The purpose of this tender technical evaluation strategy is to define the Mandatory Evaluation Criteria, Qualitative Evaluation Criteria and TET member responsibilities for this tender technical evaluation. The technical evaluation strategy serves as basis for the tender technical evaluation process.

2.1.2 Applicability

Matla Power Station Support Services (Catering Services)

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: Generation Tender Technical Evaluation Procedure
- [2] 240-48929482: Tender Technical Evaluation Procedure (Transmission and Distribution)
- [3] 32-1033: Eskom Procurement and Supply Chain Management Policy
- [4] 32-1034: Eskom Procurement and Supply Management Procedure

2.2.2 Informative

ISO 9001:2015 requirements

OHS Act

Controlled Disclosure: Controlled Disclosure to external parties (either enforced by law, or discretionary).

2.3 ABBREVIATIONS

Abbreviation	Description
OHS Act	Occupational Health and Safety Act
TET	Technical Evaluation Team

2.4 ROLES AND RESPONSIBILITIES

As per 240-168966153: Generation Tender Technical Evaluation Procedure for Generation

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OR

240-48929482: Tender Technical Evaluation Procedure for Transmission and Distribution

2.5 PROCESS FOR MONITORING

All Technical evaluation team members will be required to evaluate all tenders. The average score for all TET members will be used as the final score of the evaluation. Should a TET member not find some documents of the tenderers for scoring, all TET members will be required to scrutinise all the documents to ensure they did not by mistake miss the applicable document while going through the file.

3. RELATED/SUPPORTING DOCUMENTS

TET member appointment letters

4. TENDER TECHNICAL EVALUATION STRATEGY

4.1 TECHNICAL EVALUATION THRESHOLD

The minimum weighted final score (threshold) required for a tender to be considered from a technical perspective is 75%.

4.2 TET MEMBERS

Table 1: TET Members

TET number	TET Member Name	Designation
TET 1	Zodwa Gumbi	Manager Support services
TET 2	Katlego Modisakeng	Assistant Officer Catering
TET 3	Tshepo Ntema	Caterer Catering

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4.3 MANDATORY TECHNICAL EVALUATION CRITERIA

This criteria must be achieved before the supplier can be scored technically.

Table 2: Mandatory Technical Evaluation Criteria

Mandatory Technical Criteria Description	Reference to Technical Specification / Tender Returnable	Motivation for use of Criteria
<p>The supplier shall submit the following proof:</p> <ul style="list-style-type: none"> Certificate of Acceptability for the Bakery premisses or <p>Alternatively the certificate of Acceptability for Bakery premisses where Products are going to be sourced from</p>	Certificate of Acceptability	It is a mandatory for any food business whose operations fall under the Foodstuffs, Cosmetics and Disinfectants Act 54 of 1972.

Table 3: Qualitative Technical Evaluation Criteria

	Qualitative Technical Criteria Description		Reference to Technical Specification / Tender Returnable	Criteria Weighting (%)	Criteria Sub Weighting (%)
	Service Provider to achieve 75% score to pass the technical Evaluation				
1.	Proof of company experience in bulk supply and delivery of Bakery Products			30%	
	1.1	Proof of above 3 year and above Experience in supply and delivery contractors	<ul style="list-style-type: none"> Current or Previous client reference letter with Contract number or Order number and contactable details 		30%

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	1.2	Proof of more than one and above Experience in supply and delivery contracts	<ul style="list-style-type: none"> Current or Previous client reference letter with Contract number or Order number and contactable details 		15%
2.	Quality Management System and food Safety management system			40%	
	2.2	ISO 22000 food Safety or Equivalent type certification	ISO 22000 Certificate or equivalent (for the Bakery)		40%
3	Companies Risk Management Plan			30%	
	3.1 Bidder to provide Policies and contingency plan based on service interruptions on the following: 3.1.1 Replacement/ Back up plan for delivery vehicles when the vehicle is on repairs or written off 3.1.2 Absenteeism of critical employees from work due to industrial and communities protest action		Comprehensive Company contingency plan		15% 15%
Total for Qualitative Criteria					100%

4.4 TET MEMBER RESPONSIBILITIES

<In Table 4 identify the TET members allocated to review/evaluate each Qualitative criterion (minimum 2 evaluators per criteria / sub-criteria)>

Table 4: TET Member Responsibilities

Mandatory Criteria Number	TET 1	TET 2	TET3
1	X	X	X
Qualitative Criteria Number	TET 1	TET 2	TET 1
1	X	X	X
2	X	X	X
3	X	X	X
4x	X	X	X

4.5 FORESEEN ACCEPTABLE / UNACCEPTABLE QUALIFICATIONS**4.5.1 Risks****Table 5: Acceptable Technical Risks**

Risk	Description
1.	If the supplier does not have more than three years' experience in supply and delivery of Bread Products

Table 6: Unacceptable Technical Risks

Risk	Description
1.	Submission of fraudulent documentation or documentation that is not valid
2.	Provision of uncontactable references in the referral letter.
3.	Supplier that fails to complete the price list (BOQ) completely and correctly

4.5.2 Exceptions / Conditions**Table 7: Acceptable Technical Exceptions / Conditions**

Risk	Description
1.	If the supplier does not have Bakery but is able to provide letter of intent and proof of where they will source the Bakery Products
2.	

Table 8: Unacceptable Technical Exceptions / Conditions

Risk	Description
1.	Failure to provide proof of where Bakery products will be sourced
2.	

5. AUTHORISATION

This document has been seen and accepted by:

Name	Designation	Signature
Katlego Modisakeng	Assistant Officer Catering	
Zodwa Gumbi	Manager Support Services	
Elias Katasa	Finance Manager	

6. REVISIONS

Date	Rev.	Compiler	Remarks
06 August 2024	01	Katlego Modisakeng	None

7. DEVELOPMENT TEAM

KC Modisakeng

NA Gumbi

8. ACKNOWLEDGEMENTS

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