

HESSEQUA MUNICIPALITY

HES-TECH 26/2122

MAINTENANCE AND INSTALLATION OF PUMPS, MIXERS AND ELECTRICAL MOTORS IN THE HESSEQUA MUNICIPAL AREA FOR A PERIOD OF THREE (3) YEARS

PART C3.3: FUNCTIONALITY EVALUATION CRITERION

C3.3.1 FUNCTIONALITY EVALUATION CRITERION

- (a) Reference Scoring: A maximum of 100 points will be awarded at the sole discretion of the Municipality's Bid Evaluation Committee based on the information provided and will be split as follows.

CRITERIA	POINTS
1. Experience	30
2. References	30
3. Locality	40
Total	100

Criteria will be evaluated as follow:

1. Experience: (Tenderers to provide a company profile to support experience claimed)

1	Experience	Points
	a. More than 15 years	30
	b. More than 10 years – 15 years	25
	c. More than 8 years - 10 years	20
	d. More than 4 years - 8 years	15
	e. 2 years - 4 years	10
	f. No experience	0
	Total	

2. References

The Bidder is hereby requested to provide a minimum of 3 contactable references. The references should complete, score and sign **Form A: Original Completed Form A** to be included in the tender documentation. Points for References will be allocated as indicated in the tables below. Please note that the information provided will be verified by the Municipality.

The references must be related to the STRIP, REPAIR, SERVICE, REPLACE, SUPPLY AND INSTALLATION OF PUMPS, MIXERS AND ELECTRICAL MOTORS works which were completed in the past 5 years (5 years indicated the period: 2017 until present)

Points will be allocated as per points allocation per question.

FORM A: NOMINATED REFERENCES FOR BIDDER (1)**Background information of Nominated Referees**

Referee name:	
Postal address	
Contact number of referee:	
Email address:	
Name of Bidder evaluated:	
Contract Number:	
Contract Description:	
Contract expiry date:	
Contract duration:	
Final Contract Cost:	

DELIVERY OF GOODS/ SERVICES ON TIME (2 POINTS)	
Question	Answer
Was the work completed within the contractual time frame?	Excellent (2 Points)
	Poor (0 Points)

QUALITY (2 POINTS)	
Question	Answer
What was the quality of the goods/ services delivered?	Excellent (2 Points)
	Poor (0 Points)

DELIVERY OF GOODS/ SERVICE AT CONTRACT PRICE (2 POINTS)	
Question	Answer
Did the bidder provide the goods and/ services at prices as tendered?	Excellent (2 Points)
	Poor (0 Points)

OCCUPATIONAL HEALTH & SAFETY (2 POINTS)	
Question	Answer
Did the contractor comply with the Occupational Health & Safety regulations on site?	Excellent (2 Points)
	Poor (0 Points)

GENERAL PERFORMANCE (2 POINTS)	
Question	Answer
How was the overall performance of the bidder? (Thus would you recommend them for this Tender considering all of above?)	Excellent (2 Points)
	Poor (0 Points)

Additional Remarks/Comments:

I, the undersigned, hereby certify that the above information is, to the best of my knowledge, correct and a true reflection.

Signature of Deponent

Date of declaration

FORM A: NOMINATED REFERENCES FOR BIDDER (2)**Background information of Nominated Referees**

Referee name:	
Postal address	
Contact number of referee:	
Email address:	
Name of Bidder evaluated:	
Contract Number:	
Contract Description:	
Contract expiry date:	
Contract duration:	
Final Contract Cost:	

DELIVERY OF GOODS/ SERVICES ON TIME (2 POINTS)	
Question	Answer
Was the work completed within the contractual time frame?	Excellent (2 Points)
	Poor (0 Points)

QUALITY (2 POINTS)	
Question	Answer
What was the quality of the goods/ services delivered?	Excellent (2 Points)
	Poor (0 Points)

DELIVERY OF GOODS/ SERVICE AT CONTRACT PRICE (2 POINTS)	
Question	Answer
Did the bidder provide the goods and/ services at prices as tendered?	Excellent (2 Points)
	Poor (0 Points)

OCCUPATIONAL HEALTH & SAFETY (2 POINTS)	
Question	Answer
Did the contractor comply with the Occupational Health & Safety regulations on site?	Excellent (2 Points)
	Poor (0 Points)

GENERAL PERFORMANCE (2 POINTS)	
Question	Answer
How was the overall performance of the bidder? (Thus would you recommend them for this Tender considering all of above?)	Excellent (2 Points)
	Poor (0 Points)

Additional Remarks/Comments:

I, the undersigned, hereby certify that the above information is, to the best of my knowledge, correct and a true reflection.

Signature of Deponent

Date of declaration

FORM A: NOMINATED REFERENCES FOR BIDDER (3)**Background information of Nominated Referees**

Referee name:	
Postal address	
Contact number of referee:	
Email address:	
Name of Bidder evaluated:	
Contract Number:	
Contract Description:	
Contract expiry date:	
Contract duration:	
Final Contract Cost:	

DELIVERY OF GOODS/ SERVICES ON TIME (2 POINTS)	
Question	Answer
Was the work completed within the contractual time frame?	Excellent (2 Points)
	Poor (0 Points)

QUALITY (2 POINTS)	
Question	Answer
What was the quality of the goods/ services delivered?	Excellent (2 Points)
	Poor (0 Points)

DELIVERY OF GOODS/ SERVICE AT CONTRACT PRICE (2 POINTS)	
Question	Answer
Did the bidder provide the goods and/ services at prices as tendered?	Excellent (2 Points)
	Poor (0 Points)

OCCUPATIONAL HEALTH & SAFETY (2 POINTS)	
Question	Answer
Did the contractor comply with the Occupational Health & Safety regulations on site?	Excellent (2 Points)
	Poor (0 Points)

GENERAL PERFORMANCE (2 POINTS)	
Question	Answer
How was the overall performance of the bidder? (Thus would you recommend them for this Tender considering all of above?)	Excellent (2 Points)
	Poor (0 Points)

Additional Remarks/Comments:

I, the undersigned, hereby certify that the above information is, to the best of my knowledge, correct and a true reflection.

Signature of Deponent

Date of declaration

2	References	Points
	a. 3 or more References that responded positively to questions	30
	b. 2 References responded positively to questions	20
	c. 1 Reference responded positively to questions	10
	Total	

3. Locality

3	Locality	Points
	a. Hessequa Municipal Area	40
	b. Garden Route District Area	30
	c. Western Cape Province	20
	d. Other	10
	Total	

A bidder that scores less than 70 points out of 100 in respect of “functionality” will be regarded as submitting a non-responsive bid and will be disqualified.

The bid that scoring the highest points for price and preference will normally be awarded the contract although the Municipality reserves the right to make an award, at its sole discretion, to any bidders or combination of bidders.

EVIDENCE OF FUNCTIONLAITY SHOULD BE ATTACHED IN AN ANNEXURE ATTACHED TO THE TENDER DOCUMENT.

Failure to provide the information as stated above, may result in no points being awarded to tenderer.

DECLARATION,

I, THE UNDERSIGNED (NAME).....
 CERTIFY THAT THE INFORMATION FURNISHED ABOVE IS CORRECT. I ACCEPT THAT THE
 MUNICIPALITY MAY ACT AGAINST ME SHOULD THIS DECLARATION PROVE TO BE FALSE.

AUTHORISED SIGNATURE:

NAME:

CAPACITY: DATE: