



Annexure C1: Environmental Tender Evaluation & Scoring Card

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Enquiry No.	
Name of Project Manager	
Name of Buyer	
Project	
Scope	

CONTRACTOR/SUPPLIER

Name & Details	
Purpose	To assess whether the above-mentioned supplier/s submitted the required environmental documentation as specified in the Enquiry referenced below, and that such documentation complies with the specified requirements.
Reference Documentation	32-727 SHEQ Policy
	32-726 SHE Requirements for the Eskom Commercial Processes

ENVIRONMENTAL EVALUATION CRITERIA

The tender submission score sheet indicating the criteria to be used, the weighting of each criterion and the weighting per discipline in multidisciplinary packages shall be authorised by the relevant senior manager. The approved tender submission score sheet shall be issued with the enquiry to be used for technical evaluation.

#	REQUIREMENTS	DETAILS AND EVIDENCE TO BE PROVIDED	Track Submission	Actual Score (0/1)	Applicability (N/Y)	Comments – Requirements to be collected at Contract Award Stage
1	Environmental Policy	Document which provides an intentions and a direction of an organization related to environmental performance, as formally expressed by its top management Expressed Environmental commitments (protection of environment, environmental compliance, environmental objectives, continual improvement, pollution reduction, etc. Document signed by the CEO/ Director, Date & version controlled				
2	Company Organogram: showing environmental responsible persons	Contractor Environmental Officer/ Environmental Representative/ Company Director/ Herbicides Applicator.etc				
3	Environmental Appointment letters	This part provides an environmental appointment letter (template) with clear Roles, Responsibilities & Authority; Environmental Officer, Environmental Representative where duties listed are aligned with environmental management (i.e. Monitor Compliance with EMP, WMP, EPRP) Ensure compliance to and the knowledge of NEMA, management of waste, compliance to ISO 14001 requirements (where practicable).				
4	Environmental Competency Training certificate	Does the organization have an environmental training matrix and schedule? Does the organization have documented proof that staff members have received environmental training? to To ensure that employees have sufficient skills and understanding to execute their various duties?				
5	Environmental Aspects & Impacts Register (Activities, Products or Services) & Rating	This register outlines organizations activities, products or services which could interact with the environment, result to environmental aspects & impacts in-line with the scope of work (e.g. Habitat Disturbance & Transport of Animals etc.) The methodology or criteria to determine the significance of environmental aspects & impacts (i.e. Low, Medium or High). Environmental compliance obligations (laws) associated with environmental aspects & impacts are aligned accordingly.				
6	Environmental Emergency Preparedness & Response Plan	This plan lists possible environmental emergencies that could occur e.g. chemical spillages, air pollution incidents and encounters with bees and snakes. This plan shall address approach on how to respond to such emergency situations. This shall include exercises or drills to prepare and test emergency response on specified timeframes. This includes exercise or drill to prepare and test emergency response on specified timeframes. This plan shall provide contact details of required stakeholders in case of an emergency.				
7	Waste management strategy/ Plan	A WMP provides description of the different waste streams expected on site The WMP should also deal with prevention of pollution managing waste(Littering & separation) and waste minimization methods such as reuse, recycle and reduce. Records of waste quantities disposed and registered landfill sites Environmental compliance obligations (law) requirements				
8	Environmental incident Register	This register provides environmental incident details of the following; Description of the incident Date of incident, reported to and reported by. Actions taken and status of recommendations Date incident closed				

9	Environmental Risks & Opportunities (SWOT) Register	This register outlines organizations Strengths, Weaknesses, Opportunities, Threats/Risks (SWOT) which may prevent the organization from achieving its intended outcome (Environmental Performance, Fulfilment of compliance obligations & continual improvement).				
10	Environmental Objectives & Targets Register	The register is tabular form which established environmental objectives to: i) significant environmental aspects & impacts (e.g. Habitat Disturbance & Transport of Animals, etc.) ii) Associated environmental compliance obligations (legislative framework). iii) Consideration of Environmental Risks and Opportunities (SWOT) (i.e.Regulatory Changes & Environmental Degradation etc).				
11	Environmental Management Programme (EMP) - Project/ Site Specific	An EMP provides action plans to address environmental objectives and issues identified in the organizations significant Environmental Aspects & Impacts An EMP provides action plans to address environmental objectives and issues identified in the organizations SWOT Register. An EMP provides action plans to address environmental objectives and issues identified in the organizations needs and expectations. Specific risks/weaknesses/threats unique to the area must be addressed. Are there Operational Control procedures in place?				
12	Communication strategy or communication Plan	This plan shall address the method of communication internal and external in relation to environmental matters including; What is going to be communicated How To whom The Requency The purpose of such communication				
13	Additional environmental requirement	1.Methodology used for safe snake removal? 2.Methodology used for safe bee removal? 3. Is the bee remover able to remove the bees from their location safely and using safe/eco-friendly chemicals that are not dangerous or other methods that are safe? (Some bee removal teams choose not to do certain jobs as they may not be properly equipped to complete the job successfully) 4. Will the bee return after the bee removers have left? The bee removers to ensure remove any traces of honeycomb and honey 5. Provide preventative measures to the Eskom staff on bee removals within substations – preferable eco-friendly sprays / repellents etc. 6. Bee removers to ensure that they seal the access point of bees into the Eskom infrastructure to prevent further accessing of such infrastructure by bees. 7. The supplier to submit valid copies PCO licenses 8. A schedule of all chemicals to be used must be provided 9. Proof that all waste generated will be disposed at a registered landfill site 10. Bait for rodents should not be placed in areas where children or animals can obtain access to them. Bait containers must be clearly labelled as poisonous." 11. All containers must be labelled as per industry requirements with the trade name, ingredients list, correct usage and the relevant MSDS. 12. Agreement between the contractor and the snake park for snake relocation 13. Agreement between bee farmers and the contractor to ensure that the honeybees are preserved and remain within the environment to continue with their ecological purpose.				
14	Declaration: Environmental and Social (ES) past performance	Sign & Date of the Environmental and Social Performance Declaration Form				

#DIV/0!

NOTE: IT IS IMPORTANT THAT ALL TENDERERS READ THE ISO14001:2015 INTERNATIONAL STANDARD FOR DETAILED INFORMATION ON THE ENVIRONMENTAL MANAGEMENT SYSTEM REQUIREMENTS AND DEFINITIONS.

NOTE: THE PASS MARK FOR THIS CONTRACT IS 100% OF ALL THE REQUIREMENTS.

Rating Legend	
0	Document not submitted OR submitted but does not satisfy the minimum requirements
1	Document submitted and the content satisfy the minimum requirements

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ENVIRONMENTAL EVALUATOR		
	ACCEPTABLE	UNACCEPTABLE
Name	Signature	Date

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