

Tender Technical Evaluation Strategy

Technical Evaluation Threshold

The Mandatory Technical requirements should be present, updated, and valid for the evaluation to continue to the Qualitative Technical requirements evaluation.

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

Table 1: Qualitative Evaluation Criteria Scoring Table

Score	%	Definition
5	100	COMPLIANT <ul style="list-style-type: none">Meet technical requirement(s) ANDNo foreseen technical risk(s) in meeting technical requirements
4	80	COMPLIANT WITH ASSOCIATED QUALIFICATIONS Meet technical requirement(s) with <ul style="list-style-type: none">Acceptable technical risk(s) AND/ORAcceptable exception(s) AND/ORAcceptable conditions
2	40	NON-COMPLIANT <ul style="list-style-type: none">Does not meet technical requirement(s) AND/ORUnacceptable technical risk(s) AND/ORUnacceptable exceptions AND/ORUnacceptable conditions
0	0	TOTALLY DIFICIENT OR NON-RESPONSIVE

Note 1: The scoring table doesn't make provision for scoring of 1 and 3

Note 2: Foreseen acceptable and unacceptable risk(s), exceptions and conditions shall be unambiguously defined in the relevant Tender Technical Evaluation Strategy.

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Table 2: Mandatory Technical Evaluation Criteria

	Mandatory Technical Criteria Description	Reference to Technical Specification / Tender Returnable	Motivation use of criteria
1	Registered with FEDHASA (Federated Hospitality Association of South Africa)	Certificate showing registration with FEDHASA / Letter of Intent	<p>Registration with FEDHASA ensures that the bidder is aligned with recognised industry standards and best practices within the hospitality and catering sector.</p> <p>It demonstrates credibility, professionalism, and commitment to ethical business conduct.</p> <p>This criterion provides assurance that the service provider operates within a regulated industry framework and remains informed on current trends, compliance requirements, and quality standards.</p>
2	Certificate of Acceptability (Department of Health Services/ Local Municipality)	Valid certificate of compliance	<p>The Certificate of Acceptability issued by the Department of Health Services is a legal requirement for any food-handling establishment.</p> <p>It confirms that the bidder complies with applicable health, hygiene, and food safety regulations.</p> <p>This criterion is critical to ensure the protection of consumer health, prevention of foodborne illnesses, and adherence to statutory requirements. It also mitigates risk to the client by ensuring that only compliant and inspected service providers are considered.</p>

CONTROLLED DISCLOSURE

Table 3: Qualitative Technical Evaluation Criteria

	Qualitative Technical Criteria Description	Reference to Technical Specification / Tender Returnable	Criteria Weighting (%)	Criteria Sub-Weighting (%)
1	<p>Provide at least two (2) contactable references where similar services (industrial mass catering) were provided successfully for at least 2 years, 3 years' experience preferable</p> <p>Acceptable: Purchase Orders, Reference Letter on Company Head, Completion Certificate</p> <p>References will be contacted using own search for company numbers</p>	<p>Letters from previous clients confirming successful catering service provision on the client's letterhead.</p> <ul style="list-style-type: none"> • 2 x Long-term contract / service provision exceeding 3 years scores 15 • 1 x Long-term contract / service provision exceeding 3 years OR 2 x contracts / services of less than 3 years and more than 2 years scores 10 • 1 x contracts / purchase orders providing the service more than 2 years OR 2 x contracts or purchase orders providing the service less than 2 years but more than 1 year scores 5 	15	15
		<ul style="list-style-type: none"> • No experience / no proof submitted scores 0 		
2	Procedures		15	
	Waste Management Procedure	Waste management contract / quotation		5
	Pest Control Procedure	Company procedure / contract / quotation		5

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	Cleaning and Hygiene Procedure / Plan	Detailed cleaning and hygiene plan indicating how the cleaning of the premises both inside and outside are maintained		5
3	Examples of Checklists / Procedures	Kitchen Cleaning	15	3
		Toilet Cleaning		3
		Cold Storage Temperature		3
		Food Poisoning		3
		Food Quality		3
4	Contingency plan in case of unforeseen events (strike, protests etc.)	Contingency plan detailing steps that will be taken	10	10
5	PPE & Uniform	List of catering PPE & uniform that will be supplied to employees	5	5
6	Staff Complement		40	
	<u>Chef</u> Matric N-Diploma in Catering / Food Service Management /Hospitality Management/Food and beverage management Registered with South African Chef Association 2 Years' experience in mass catering	CV, proof of qualifications and registration with Chef Association <ul style="list-style-type: none"> • All requirements met scores 10 • 3 requirements met scores 6 • 2 requirements met scores 4 		10
		<ul style="list-style-type: none"> • No requirements met scores 0 		

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<u>Site Manager</u> Matric N-Diploma in Catering / Food Management and Project Management 3 Years' experience in mass catering Computer Literacy	CV, proof of qualifications <ul style="list-style-type: none"> • All requirements met scores 10 • 3 requirements met scores 6 • 2 requirements met scores 4 • No requirements met scores 0 	10
<u>SHEQ Officer</u> Matric N-Diploma in SHEQ Management 1 Year SHEQ experience in a canteen Computer Literacy	CV, proof of qualifications <ul style="list-style-type: none"> • All requirements met scores 10 • 3 requirements met scores 6 • 2 requirements met scores 4 • No requirements met scores 0 	10
<u>Personnel Plan</u> Organogram Proof of Training	Submit the company organogram planned for the Arnot Power Station canteen contract. Proof of training for cooks, cashiers, cleaners etc. or plan on how they will be trained. <ul style="list-style-type: none"> • All requirements met and will be able to meet demands scores 10 • Improvement needed on organogram OR training plan scores 6 • Improvement needed on organogram AND training plan scores 4 • Do not meet requirements / no submission scores 0 	10
TOTAL		100%
Minimum Threshold Required		75%

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