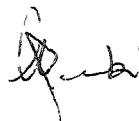
	Tender Technical Evaluation Strategy	SUPPORT SERVICES MATLA POWER STATION
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Title	Tender Strategy	Technical Evaluation	Unique Identifier	240-53716769
	Supply and Delivery of Dry Groceries, Non-Alcoholic Beverages and Packaging		Alternative Reference Number	N/A
			Area of Applicability	Generation Matla Power Station
			Documentation Type	Strategy
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KC Modisakeng
**ASSISTANT CATERING
OFFICER**

Date *2024/11/5*



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**MANAGER SUPPORT
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Date *15/11/2024*



E Katasa
FINANCE MANAGER

Date *15/11/2024*

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1. INTRODUCTION

Eskom Matla Power Station intends to enter into a 2 year contract for Supply and Delivery of Dry Groceries, Non Alcoholic Beverages and Packaging at 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 and Supply of Dry Groceries, Non Alcoholic Beverages and Packaging 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

- **Foodstuffs, Cosmetics and Disinfectants Act, 1972** (Act No. 54 of 1972)
- **Government Notice No. R638 of 22 June 2018** Regulation Governing

General Hygiene Requirements for Food Premises and the Transport of food

- **The South African Food Labelling Regulations** (Government Notice R146 of 1

March 2010)

SANS 10049:2012 (SABS049): Food safety management – Requirements for prerequisite programmes (PRPs)

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

2.3 ABBREVIATIONS

Abbreviation	Description
TET	Technical Evaluation Team

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2.4 ROLES AND RESPONSIBILITIES

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

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 Catering Officer
TET 3	Tshepo Ntema	Cater 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
1	<p>The supplier shall submit the following proof</p> <ul style="list-style-type: none">•Certificate of Acceptability of the premisses (Grocery shop, Wholesaler etc) <p>OR</p> <p>Letter of Intent from the reputable Grocery shop, Wholesaler etc where they will source the dry groceries, beverages and packaging from as well as their certificate of acceptability</p>	Certificate of Acceptability	<p>To demonstrate company ability to adhere to safety regulations and requirements under Foodstuff Cosmetics and Disinfectant Act 54 of 1972 and</p> <p>Government Notice No. R638 of 22 June 2018</p> <p>Regulation Governing General Hygiene Requirements for Food Premises and the Transport of food</p>

4.4 QUALITATIVE TECHNICAL EVALUATION CRITERIA

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.	The supplier must submit proof of company experience in supply and delivery contracts			35%	
	1 1	Proof of 24 months and above Experience in supply and delivery of food commodities	<ul style="list-style-type: none"> Current or Previous client reference letter with Contract number, Order number and contactable details 		35%
	1 2	Proof of 12 months and above Experience in supply and delivery of food commodities	<ul style="list-style-type: none"> Current or Previous client reference letter with Contract number\ Order number and contactable details 		20%
	1 3	Proof of 6 months and above Experience in supply and delivery of food commodities	<ul style="list-style-type: none"> •Current or Previous client reference letter with Contract number\ Order number and contactable details 		10%
2.	Proof of Company delivery capability			35%	
	2 1	Proof of ownership of company fleet that will be utilised for this contract <ul style="list-style-type: none"> Proof of vehicle ownership registration document 	Vehicle registration document		35%

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3	Companies Risk Management Plan			30%	
	3 1	<p>Evidence on how the bidder will deal with consistent supply and delivery of dry groceries, non-alcoholic beverage, and packaging based on the following</p> <ul style="list-style-type: none"> • How shortages will be avoided • Return policy for damaged and expired goods etc • Deliveries during community protest and industrial action 	Comprehensive Company contingency plan		<p>10%</p> <p>10%</p> <p>10%</p>
				TOTAL: 100	

4.5 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	TET 3
1	X	X	X
Qualitative Criteria Number	TET 1	TET 2	TET 3
1	X	X	X
2	X	X	X
3	X	X	X
4	X	X	X

4.6 FORESEEN ACCEPTABLE / UNACCEPTABLE QUALIFICATIONS**4.6.1 Risks****Table 5: Acceptable Technical Risks**

Risk	Description
1	If the supplier does not have more than Two years' experience in supply and delivery Dry Groceries, Non Alcoholic Beverages and Packaging but have (six months) of supplying of Dry Groceries, Non Alcoholic Beverages and Packaging

Table 6: Unacceptable Technical Risks

Risk	Description
1	Submission of fraudulent documentation or documentation that is not valid
2	Provision of uncontactable references and no proof of references letter
3	Supplier that fails to complete the price list (BOQ) completely and correctly
4	Strategies on mitigating shortage and quality control
5	

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

Risk	Description
1	If the supplier does not have a warehouse but is able to provide letter of intent and proof of where they will source the Dry Groceries, Non-Alcoholic Beverages and Packaging
2	If the supplier does not have its own vehicle but have letter of intent to hire transportation vehicles

Table 8: Unacceptable Technical Exceptions / Conditions

Risk	Description
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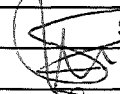
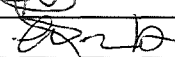
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2	

5. AUTHORISATION

This document has been seen and accepted by

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

6. REVISIONS

Date	Rev.	Compiler	Remarks
15 November 2024	0	KC Modisakeng	

7. DEVELOPMENT TEAM

KC Modisakeng

Tsepo Ntema

NA Gumbi

8. ACKNOWLEDGEMENTS**CONTROLLED DISCLOSURE**

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