

TECHNICAL EVALUATION SCORECARD:

TNPA Strategic Environmental Assessment Port of Ngqura – TECHNICAL EVALUATION CRITERIA
Technical Evaluation Sheet

Evaluator Name: _____ Evaluator Name: _____ Date: _____

No	Category	Total Weight	Weight	Requirements	Type of Proof / Detail to be submitted	Model Answer	Score			Weighted Average Score	Weighted Total Score
	Scope of Work: Evaluation Criteria					3- The bidder fully meets requirements and value adding is extensive 2- Meets critical requirements 1- Partially meets requirements 0- Company can not meet, High risk					
1	Experience Previous	60				Model Answer	NAME	NAME	NAME		-
1.1			20.00	Bidders to submit signed reference letter(s) from clients / entities whose such relevant / related activity / service was rendered.	The letter must contain the following details: The letter must contain the following details: The entities / clients' signed reference letter(s) must on their letterheads confirm the work performed with specific reference to the project description and duration	0 = No Response. Submitted reference letter(s) but not signed, Letter(s) have no duration indication 1 = Signed reference letter(s) indicate(s) less than 8 years relevant experience 2 = Signed reference letter(s) indicate(s) 8 to 10 years relevant experience 3 = Signed reference letter(s) indicate(s) more than 10 years relevant experience					
			20.00		Environmental Practitioners CV must indicate the employees experience that is related to conducting Strategic Environmental Assessments	0 = No Response 1 = Staff academic qualification and CV indicates less than 8 years of relevant experience 2 = Staff academic qualification and CV indicates 8 to 10 years of relevant experience 3 = Staff academic qualification and CV indicates more than 10 years of relevant experience					
1.2			10.00	An organogram accompanied by CVs and Academic qualifications of staff to be involved in the project (Environmental Practitioner and Civil/Coastal Engineer/ Planning Specialist) must be submitted as a minimum. The CVs must indicate the employees experience that is relevant / related to environmental management and engineering/planning experience related to conducting Strategic Environmental Assessments. The academic qualifications shall be submitted in conjunction with the staff CVs. The academic qualification must be relevant / related to environmental management and engineering/planning related to conducting Strategic Environmental Assessments. The staff CV's to clearly indicate the work experience and duration of their involvement in providing Strategic Environmental Assessment expertise or similar services.	Civil/Coastal Engineer CV must indicate the employees experience that is related to conducting Strategic Environmental Assessments	0 = No Response 1 = Staff academic qualification and CV indicates less than 8 years of relevant experience 2 = Staff academic qualification and CV indicates 8 to 10 years of relevant experience 3 = Staff academic qualification and CV indicates more than 10 years of relevant experience					
			10.00		Planning Specialist CV must indicate the employees experience that is related to conducting Strategic Environmental Assessments	0 = No Response 1 = Staff academic qualification and CV indicates less than 5 years of relevant experience 2 = Staff academic qualification and CV indicates 5 to 8 years of relevant experience 3 = Staff academic qualification and CV indicates more than 8 years of relevant experience					
2	Technical Capability	40	25.00			Model Answer	Score				-
2.1	Project plan			A detailed Project Plan to be submitted	The Project Plan must clearly detail the work that will be undertaken and cover all the requirements of the contract. Which may include but is not limited to the following: •Understanding of the Scope of Services •Overview/Approach of the processes to be followed •Public Participation Strategy •Identification of key deliverables & milestones •Estimated Project timelines for key deliverables & milestones (Incl. a Gantt Chart) •Identification of key ISAPs	0= No submission 1= The Project Plan does not cover the requirements of the contract and the project plan exceeds 18 months 2= The Project Plan covers all 6 of the requirements of the contract within 18 months 3= The Project Plan covers all of the requirements and covers other innovative aspects that are beyond the scope of work in less than 18 months					
2.2	Health, Safety and Environmental Plan		15.00	Develop SHE Plan	SHE Plan indicating, but not limited to the following: 1. How SHE requirements will be met. 2. What health and safety measures are put in place for the work and personnel working onsite. 3. Implementing site safety, health and environmental regulations relevant to this contract. 4. Clearly define roles and responsibilities pertaining to day to day SHE management on site	0 = No submission 1 = Health, safety and environmental plan submitted does not demonstrate adequate SHE measures. 2 = Health, safety and environmental plan meets all the requirements of the tender and demonstrates sound SHE measures. 3 = Health, safety and environmental plan meets all the requirements of the tender and demonstrates sound & innovative SHE measures above the minimum requirements					
		100.00	100.00								

3 3
2 2
1 1
0 0

In order for the bidders to meet the threshold for the technical evaluation they need to meet a score of 66.67