

	Occupational Health and Safety Criteria Form	Document Identifier	240-158663979	Rev	1
		Effective Date	October 2020		
		Next Review Date	October 2026		
		Kriel Refurbishment Project			

Title: OHS Tender Evaluation Report

PURPOSE: To assess whether the above-mentioned supplier/s submitted the required ***SHE documentation*** as specified in the Enquiry referenced and that such documentation complies with the specified requirements.

Package scope:

Project	
Contractor	
Project Manager	
Procurement Practitioner	

1. SHE Scoring Criteria

The following criteria from SHE Specification were used to evaluate the tenders:

Section	Supplier Tender Submissions	Total 100%	Score
1	Letter of good standing	10%	
2	SHE policy	10%	
3	Latest structure/organogram of the SHE Department and abridged qualifications of persons.	10%	
4	Safety & Environmental Management Plan	15%	
5	Baseline risk assessment with monitoring plan, review plan and rating matrix	15%	
6	Method statement	15%	
7	Historical Information (Less than 2 years): <ul style="list-style-type: none">• Annexure 1 incident report• Sample of corrective and preventive action reports• Internal Audits (Environmental)	10%	
8	Acknowledgement of Eskom's rules and requirements (Annexure B)	5%	
9	Costing for Safety, Health and Environmental management	10 %	
Total		100%	

SHE SCORING CRITERIA

The following criteria from SHE Specification were used to evaluate the tenders:

SAFETY FILE EVALUATION SCORING CRITERIA

No	CRITERIA	Yes	No	N/A	10%	COMMENTS
1	LETTER OF GOOD STANDING					
	<ul style="list-style-type: none"> Date of expiry 					
2	SHE POLICY					
	<ul style="list-style-type: none"> Be appropriate to the nature and scale of the -- organisation's SHE risks. 					
	<ul style="list-style-type: none"> Include a commitment to continual improvement. 					
	<ul style="list-style-type: none"> Include a commitment to at least comply with current applicable SHE legislation and with other requirements to which the organisation subscribes. 					
	<ul style="list-style-type: none"> Be documented, implemented and maintained. 					
	<ul style="list-style-type: none"> Be reviewed periodically to ensure that it remains relevant and appropriate to the organisation. 					
3	ORGANOGRAM SHE DEPARTMENT AND ABRIDGED QUALIFICATION.	Yes	No	N/A	%	COMMENTS
	<ul style="list-style-type: none"> Structure 					
	<ul style="list-style-type: none"> Proof of qualification (SHE) 					
	<ul style="list-style-type: none"> Professional Registration (SACPCMP) 					
	<ul style="list-style-type: none"> Incident Investigator 					
	<ul style="list-style-type: none"> SHE Representative 					
	<ul style="list-style-type: none"> First Aider 					
	<ul style="list-style-type: none"> HCS Controller 					

4	SHE PLAN	Yes	No	N/A	10%	COMMENTS
	• commitment to comply with the SHE Legislation					
	• communication and awareness					
	• housekeeping program					
	• SHE Emergency preparedness and fire protection process					
	• Management of PPE					
	• Management of lifting equipment					
	• Management of incident					
	• Competency, training and appointments					
	• Management of waste					
	• Management of dust and Noise					
5	RISK ASSESSMENT (RELEVANT TO SCOPE OF WORK)	Yes	No	N/A	%	COMMENTS
	• Risk Identification					
	• Risk Analysis					
	• Impacts and Aspects Register					
	• Risk Controls / Safe work procedures					
	Matrix and Rating					
	• Monitoring Plan					
	• Review Plan					
6	METHOD STATEMENT (RELEVANT TO SCOPE OF WORK)	Yes	No	N/A	%	COMMENTS
	• Proffered safest method					
7	HISTORICAL INFORMATION OF INCIDENT AND CAR/NCR (LESS THAN TWO YEARS)	Yes	No	N/A	%	COMMENTS

	<ul style="list-style-type: none"> Annexure 1 incident report 					
	<ul style="list-style-type: none"> Incident records (achievement/certificate) 					
	<ul style="list-style-type: none"> Corrective and preventative action reports (SHE related CAR) 					
8	ACKNOWLEDGEMENT OF ESKOM'S RULES AND REQUIREMENTS (ANNEXURE B)	Yes	No	N/A	%	COMMENTS
	<ul style="list-style-type: none"> Is the acknowledgement of Eskom's SHE rules, and requirements form (Annexure B) signed and submitted by the tenderer? 					Signed by Khumbulani Vane on 23 July 2023
9	COSTING FOR SAFETY, HEALTH AND ENVIRONMENTAL MANAGEMENT	Yes	No	N/A	%	COMMENTS
	<p>Has the tenderer submitted detailed (The cost should be broken down not provided as a lump sum) costing for SHE, i.e. –</p> <ul style="list-style-type: none"> based on the overall scope of work/service to be performed. the generic scope of work/service risk assessment – may serve as a guideline. 					

1. Evaluation scoring per criteria

Description	Score	Percentage
5 = Meets Employer's Requirements: No errors, risks, weaknesses or omissions.	5	100%
4 = Meets Employer's Requirements with qualifications (Some qualifications required from tenderer to eliminate the errors, risks, weaknesses or omissions.	4	80%
3 = Marginally does not meet Employer's Requirements: Some minor errors, risks, weaknesses or omissions which can be corrected or overcome with negotiation and minor cost impact.	3	60%
2 = Substantially does not meet Employer's Requirements: Many errors, risks, weaknesses which may be difficult to be corrected or overcome and make acceptable.	2	40%
1 = No achievement of Employer's Requirements: Existence of numerous errors, risks, weaknesses or omissions which cannot be corrected.	1	20%
0 = Totally deficient/non responsive	0	0%

TENDER EVALUATION REPORT

Project Name	
Final score	
OHS Status	Responsive/ Non-Responsive

COMMENTS

OHS Evaluated by		
Name :	Signature	Date
Designation:		

OHS Verified and Approved by		
Name :	Signature	Date
Designation:		