

Project Description: Provision of Employee Transportation Services for Transnet SOC LTD (1990/000900/30) operating as Transnet Port Terminals (hereinafter referred to as “TPT”) at the Port of Port Elizabeth for a period of two years.



Annexure H1: Eligibility Criteria : (NO 1-3) Mandatory Returnables

SCH. No	Item	Evidence required	Disqualification of bidder if criteria not met	Yes	No
1	Does the Service Provider affiliate to Taxi Association within the Nelson Mandela Metropolitan	Letter from the the Taxi Association with the Nelson Mandela Metropolitan. The letter must be written in the Association letter heads stamped and signed by Chairman or Secretary.	1) Letter provided = Yes 2) No Letter provided = No		
2	Permit/License Holder: The Service provider shall be required to provide TPT proof of their operating licenses.	Evidence: The Service provider shall be required to provide TPT certified copies of their operating licenses/ permits for each vehicle upon submission of tender documentation.	1) Certified Copies of Operating Permits/ Licences Copies provided= Yes Copies not provided = No		
3	New Applicant: The Service provider shall be required to provide TPT proof of their application.	Evidence: Proof of the application accompanied with confirmation on the service provider's letterhead that it will provide TPT with certified copies for the said operating licenses or permits within 1 month after notification of award of business.	1) Proof of Application accompanied with confirmation on a service provider's letterhead that it will provide TPT with certified copies for the said operating licenses or permits within 1 month after notification of award of business. Proof of Application with Service Provider's letter head provided = Yes Proof of Application with Service Provider's letter head not provided = No		

Annexure H2: Technical Evaluation: (NO 4-7) Essential for Scoring Returnables

SCH. No	Evaluation Criteria	Minimum requirements	Index	Weight
4. Previous Experience				
4	Previous Experience : Has the service provider been in the business of providing Staff Transportation Services for a minimum of (5) Five years.	Minimum of Two (2) written references issued by the respondent's client (different clients) which shall be used to verify the respondent's past performance. The references must specifically set out the following: i)Signed Reference Letters/ from the previous or current clients will be required as proof, clearly showing contact details, contract value and duration.	1) 2 x Reference letters stipulating cumulative experience =8 and above transporting = 35 points. 2) 2 x Reference letters stipulating cumulative experience = 7 years transporting = 30 points 3) 2 x Reference letters stipulating cumulative experience = 6 years transporting = 25 points 4) 2 x Reference letters stipulating cumulative experience = 5 years transporting = 15 5) 2 x Reference letters stipulating cumulative experience = less than 5 years or no submission = 0	35
5. The Service Provider must have the following vehicles in good condition and not more than 4 years				
5.	Mimimum pool of Vehicles: The service provider to have Owned / Leased: # 5 x 22 seater # 7 X 15 seater	Evidence: Valid Certified Clear copy of current vehicle licenses or Clear disk in respect of each Seater vehicle not older than 1 year.All vehicles to have certified, valid copies of vehicle license/ Registration/Roadworthy.	1) 12 certified valid clear copies of current vehicle licenses (5 X 22 seater, 7 X 15 seater)= 25 2) Less than 12 copies of current vehicle licenses = 0	25
6	Intention to lease/ Purchase: # 5 x 22 seater # 7 X 15 seater	Evidence: Confirmation on the letterhead from the source that it: a) intends to enter into a lease or sale agreement for the required vehicles with the service provider; b) a description of the vehicles to be leased or purchased including make and model; c) the quantity of vehicles to be leased or purchased; d) the seating capacity of the vehicles to be leased or purchased; e) Availability of the vehicles to support a two week contract readiness period; • The bidder must ensure that all the above mentioned information (a-e) is captured in the document from the source. • Should any information be outstanding, then the document will NOT be considered for evaluations.	1) Source document stating all information for the following : = 25 # 5 x 22 seater # 7 X 15 seater 2) Source document not stating all information or no source document = 0	
	6. The service provider shall have following number of Drivers, with valid Professional Driver’s Permit (PrDP).			
7	The service provider shall have: # 24 Code C1 endorsed drivers available	Evidence: # Certified copy of valid 24 X Code C1 or higher driver’s licenses or higher driver’s licenses and valid PrDP’s in respect of each driver	1) 24 certified copies of Code C1 Driver's Licenses and valid PrDP’s submitted = 20 2) 15 - 20 certified copies of Code C1 Driver’s Licenses and valid PrDP’s = 15 3) 10 - 14 certified copy of Code C1 Driver’s Licenses and valid PrDP’s = 10 4) 0 - 13 certified copies of Code C1 Driver's Licenses and valid PrDP’s = 0	20
Total				80
TECHNICAL THRESHOLD = 56 points /or 70%				