



Tender Technical Evaluation for supply and delivery of Meat as on an "as and when" required basis for a period of 5 years to Tutuka Power Station Canteen

Business Support Services

Title: **Tender Technical Evaluation for supply and delivery of Meat on an "as and when" required basis for a period of 5 years to Tutuka Power Station Canteen**

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1. INTRODUCTION

An open enquiry process will be followed to source the services of supplying and delivering Meat on “an as and when” required basis for a period of 5 years at Tutuka Power Station. The enquiry will be for the whole of the works resulting in a single contract. The enquiry will be advertised locally. The 80/20 preference scoring system will be applicable.

This document sets out the method and criteria that will be used to evaluate the tenders that will result from this invite.

2. SUPPORTING CLAUSES

2.1 SCOPE

The contractor is required to supply and deliver Meat items on “an as and when” required basis for a period of 5 years to Tutuka Power Station. Deliveries will be once per week as per instruction on order placement. Deliveries to be done Monday to Thursday not later than 15H00 and Friday before 11H00.

It might be required occasionally to deliver more than once a week. A purchase order will be issued to the Contractor with the required items and quantities.

Vehicles used for the transportation shall be clean, free from any odours, easy to clean, weatherproof, and must be a vehicle with refrigeration. The refrigeration unit shall be With Temperature between -5 Degree to 0 degree to maintain the Meat items at the required temperature. No Meat items will be loaded on an open and unrefrigerated vehicle.

Meat items are perishable foodstuff, therefore all steps in the production process, including packaging, storage, and delivery, shall be performed with no unnecessary delay and under conditions that preclude the possibility of contamination, deterioration, or development of pathogenic and spoilage micro-organisms.

Meat, that does not meet minimum standard of human consumption, will be sent back. All frozen items delivered must comply to the following and more:

- Meat must be packaged in boxes.
- Delivery date and expiry date on the package.
- No Meat will be accepted in a soiled box or leaking blood.
- Unrefrigerated vehicle OR low temperature of Meat items.
- Not correctly packed and wrapped inside the box or container as per scope.

The contractor is also required to supply and deliver quantities of meat items on “an as and when” required basis to Duvha Power Station for the different types of meat items that were drawn from their contract. These deliveries will be limited to the exact quantities utilized. And all other scope requirements highlighted above are equally applicable to Duvha Power Station quantities.

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 tender technical evaluation. The technical evaluation strategy serves as basis for the tender technical evaluation process.

2.1.2 Applicability

The document shall apply at Tutuka Power Station

2.2. NORMATIVE/INFORMATIVE REFERENCES

Parties using this document shall apply the **most recent edition** of the documents listed in the following paragraphs.

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2.2.1 Normative

[1] 240-48929482: Tender Technical Evaluation Procedure

2.2.2 Informative

N/A

2.3 DEFINITIONS

Definition	Explanation
Supplier	a company, person that provides service or need, especially over a long period of time:
Tender Evaluation team	a group of people responsible for objectively assessing tenders and making recommendations to the procuring organisation
Evaluation criteria	The standards by which accomplishments of technical and operational effectiveness or suitability characteristics may be assessed.
Contractor	a person or company that signs a contract to supply materials or workers to perform a service.
Contract Manager	is an individual in a company responsible for the management and administration of contracts, as well as processes.

2.3.1. Classification

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

2.4 Abbreviations

Abbreviation	Description
TET	Tender evaluation team

2.5 ROLES AND RESPONSIBILITIES

N/A as per 240-48929482: Tender Technical Evaluation Procedure

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2.6 PROCESS FOR MONITORING

Eskom undertook that the tender will not be evaluated on price alone and that Eskom will broadly follow the evaluation process and apply the guideline evaluation criteria mentioned in the table below for the evaluation of the tender the following functional analysis process will be followed:

- Evaluate submissions against functional criteria.
- Rate each submission against each criterion.
- Apply weightings and calculate total functional score.
- Eliminate tenders below minimum threshold.

2.7 RELATED/SUPPORTING DOCUMENTS

N/A

3. TENDER TECHNICAL EVALUATION STRATEGY

3.1 TECHNICAL EVALUATION THRESHOLD

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

3.2 TET MEMBERS

Table 1: TET Members

TET number	TET Member Name	Designation
TET 1	Ronald Simelane	Catering Officer
TET 2	Portia Digomo	Officer Business Administrator

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3.3. MANADATORY TECHNICAL EVALUATION CRITERIA

Table 2: Mandatory Technical Evaluation Criteria

	Mandatory Technical Criteria Description	Reference to Technical Specification / Tender Returnable	Motivation for use of Criteria
1.	Meat Source and Supply Chain Compliance	<p>OPTION A: For Bidders Who Own Butcheries and Processing Facilities</p> <p>The bidder must submit ALL the following:</p> <ol style="list-style-type: none"> 1. Facility Registration Certificate (issued by the relevant authority). 2. Certificate of Acceptability (COA) for the processing/slaughtering facility. 3. Hygiene and Inspection Certificates (public health / veterinary inspections). 4. Proof of Refrigerated Delivery Vehicles (ownership or lease). 5. Cold Chain Management Plan. <p>OPTION B: For Bidders Who Do NOT Own Processing Facilities (Resellers / Distributors)</p> <p>The bidder must submit ALL the following:</p> <ol style="list-style-type: none"> 1. Valid Supply Agreement or Letter of Intent from a registered meat processor 2. Processor’s Certificate of Acceptability (COA). 3. Processor’s HACCP or ISO 22000 Certificate. 4. Traceability Plan covering processor → bidder → delivery point. 5. Proof of Refrigerated Delivery Vehicles (ownership or lease). 6. Cold Chain Management Plan. 	<p>To ensure that only competent, properly accredited suppliers who can guarantee food safety, legal compliance, reliable supply, and protection of the Employer’s operational risks are considered.</p>

3.4 QUALITATIVE TECHNICAL EVALUATION CRITERIA

Technical evaluation

Description	Weight	Reason	Tender Returnable	Score	Total (Weight x Score)												
Capability, Experience and Track Record of the Bidder in Supplying Bulk Frozen Meat and Meat Products	20	To confirm that the bidder has sufficient experience, proven capability, and a successful track record in supplying and delivering bulk frozen meat and meat products.	<p>Bidders must submit full details, on client letterheads, of three (3) contactable and signed references for contracts with a minimum duration of thirty-six (36) months.</p> <p>Each reference letter must clearly indicate:</p> <ul style="list-style-type: none"> the bidder’s role in the project, the project value, and the duration of the project. <table border="1" data-bbox="927 810 1588 1386"> <thead> <tr> <th>Score</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>No reference letters submitted, or references not on client letterhead, or no signatures, or references are not contactable.</td> </tr> <tr> <td>1</td> <td>Less than three references submitted, or references do not meet the minimum 36-month duration requirement or contain insufficient detail.</td> </tr> <tr> <td>2</td> <td>Three references submitted, but one or more letters lack clarity on role, value, or duration, or include limited information.</td> </tr> <tr> <td>3</td> <td>Three valid references submitted, each meeting the 36-month minimum requirement and providing role, value, and duration.</td> </tr> <tr> <td>4</td> <td>Four detailed and compliant references submitted, each clearly describing the bidder’s role, project value, duration, and demonstrating good performance.</td> </tr> </tbody> </table>	Score	Description	0	No reference letters submitted, or references not on client letterhead, or no signatures, or references are not contactable.	1	Less than three references submitted, or references do not meet the minimum 36-month duration requirement or contain insufficient detail.	2	Three references submitted, but one or more letters lack clarity on role, value, or duration, or include limited information.	3	Three valid references submitted, each meeting the 36-month minimum requirement and providing role, value, and duration.	4	Four detailed and compliant references submitted, each clearly describing the bidder’s role, project value, duration, and demonstrating good performance.		
Score	Description																
0	No reference letters submitted, or references not on client letterhead, or no signatures, or references are not contactable.																
1	Less than three references submitted, or references do not meet the minimum 36-month duration requirement or contain insufficient detail.																
2	Three references submitted, but one or more letters lack clarity on role, value, or duration, or include limited information.																
3	Three valid references submitted, each meeting the 36-month minimum requirement and providing role, value, and duration.																
4	Four detailed and compliant references submitted, each clearly describing the bidder’s role, project value, duration, and demonstrating good performance.																

			5	Five or more comprehensive, well-detailed references on client letterheads, with clear description of role, value, duration, outstanding performance, and strong endorsement from clients.		
Food Safety & Hygiene Management Systems	To ensure that the meat is processed in a facility operating under a recognised, auditable food safety management system.	Processor’s HACCP or ISO 22000 Certificate.				
		Score	Description			
		0	No HACCP or ISO 22000 certificate submitted.			
		3	Valid and current HACCP or ISO 22000 certificate submitted, but with no evidence of recent external audits or additional food safety certifications.			
5	Valid certificate submitted with evidence of recent external audits, or additional recognised food safety certifications demonstrating robust food safety governance.					
Cold Chain Integrity & Distribution Capability	To ensure the bidder has reliable, temperature-controlled logistics capability to maintain product integrity throughout handling and delivery.	Proof of ownership, lease, or letter of intent to lease refrigerated delivery vehicles suitable for transporting bulk frozen meat.				
		Score	Description			
		0	No proof of ownership, lease agreement, or letter of intent submitted for refrigerated vehicles.			
		3	Proof of ownership or lease submitted for only one refrigerated delivery vehicle.			
5	Proof of ownership or lease submitted for more than one refrigerated delivery vehicle, demonstrating adequate distribution capacity and redundancy.					

SECOND PHASE

OCCUPATIONAL HEALTH & SAFETY ACT 81 OF 1993 (Criteria 2)

Phase 2 of Technical Evaluation will be conducted as a site assessment of the warehouse/distribution point where the meat will be sourced. Suppliers who qualified 75% will be considered technically suitable to proceed to second Phase, and those suppliers who has 75% overall score for both phases will be considered.

SECOND PHASE OF TECHNICAL EVALUATION - SUPPLIERS PREMISES		
SUPPLIER NAME		
PRODUCT QUALITY (Criteria 1) 20 %	Comments / Observations	Score 1 for Yes Score 0 for No
1. Are product options matching list of requirements		
2. Is product quality of items matching expectation		
3. Is product preservation allowing a shelf life of 5 days		
4. Grade A (Purple Stamp)		
5. Proof of the grading as per the scope of work		
OCCUPATIONAL HEALTH & SAFETY ACT 81 OF 1993 (Criteria 2)10%		
1. Are Employees working in a safe Environment		
2. Is a regular Safety meeting taking place (request minutes)		
3. Is a training record available to operate different machinery on site		
4. Is PPE complete for purpose		
5. Is the uniform clean		
6. Is ventilation kept appropriate		
7. Is lighting appropriate		
8. Is the first aid box accessible		

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9. Are toilets/change room facilities in accordance with R918		
Cleaning 10 %		
1.Are your premises clean? Do you have a Cleaning Schedule showing frequency, method of cleaning and personnel responsible for cleaning? Note: Cleaning Schedules and records are to be available during the inspection.		
2.Is sink for washing of equipment provided? Is sink for washing of equipment provided with hot and cold potable water?		
3.Are cleaning materials clearly labelled?		
4.Are cleaning materials being stored separately from food items		
5.Do you have enough clean and covered waste receptacles?		
6.Do you have a procedure in place to separate, collect and dispose of animal by products as per Regulation		
Design and Layout 10 %		
1.Are the design, size and layout adequate to prevent risk of contamination?		
2.Is floor in sound condition? Note: Smooth, impervious and not cracked		
3.Are walls in good state of repair? Note: Smooth, impervious, not cracked and no flaky paint.		
4.Is ceiling in good state of repair? Note: No mould and no flaky paint		
5.Is the height of your premises adequate?		
6.Are all rooms properly ventilated? Note: Either windows/doors or mechanically ventilated		
7.Are all doors and windows in a good state of repair and condition?		
8.Are those leading to the outside adequately sealed off to prevent the ingress of crawling insects and rodents?		

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<p>9.Are all openings which lead to the outside environment, excluding service doors/windows, provided with clean and un-torn insect screens which can be easily removed for cleaning?</p>		
<p>10.Is all lighting working and adequate in all areas of your premises, including that in storage areas and bathrooms?</p>		
<p>11.Is all lighting covered with shatterproof material including that in display counters? Note: Only applicable where open food is kept or handled.</p>		
<p>12.Is an adequate number of easily accessible wash hand basins, near all the food preparation areas available?</p>		
<p>13.Are all wash hand basins supplied with cold and hot water at a suitably controlled temperature, hand washing and hand drying facilities?</p>		
<p>14.Is a “Wash your hands” sign provided above the wash hand basin?</p>		
<p>15.Is the drainage system properly designed to prevent any risk of contamination?</p>		
<p>16.Are all drains regularly connected and in good working condition</p>		
<p>17.Are premises provided with a toilet room?</p>		
<p>18.Is toilet room provided with a window or an extractor fan in good working condition?</p>		
<p>Equipment, Fridges, Freezers etc 10%</p>		
<p>1.Is all equipment such as fridges/freezers, chopping boards, slicers etc. being kept in good working order and in a good state of cleanliness?</p>		
<p>2.Is clean equipment stored in a safe place to avoid contamination?</p>		
<p>3.Is each fridge, freezer, cold room or any display counter provided with a thermometer?</p>		
<p>4.Do you keep temperature records? Note: Temperature records are to be available for inspection.</p>		

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<p>5. Are thermometers being calibrated? Keep records of calibration. Note: Calibration ensures your thermometers are working correctly</p>		
<p>6. Are all cold storage facilities being cleaned and defrosted regularly?</p>		
<p>7. Is in a good state of repair and clean? Note: Surfaces to be smooth, impervious, non-toxic and easily cleaned material including edges.</p>		
<p>Purchasing, Storage and selling 10%</p>		
<p>1. Are all food items being purchased from licensed suppliers accompanied with receipts or delivery documents? Note: Do not purchase anything from unlicensed suppliers and without documentation (e.g. rabbits, fresh eggs, etc)</p>		
<p>2. Are food deliveries checked before they are accepted? Note: Food appears in good condition, no signs of alteration, damage, or contamination, properly labelled, within their date of durability and at the correct temperatures.</p>		
<p>3. Do you keep records of incoming goods? Note: You are requested to provide traceability records such as copies of delivery notes or invoices</p>		
<p>4. Is all food elevated from the floor?</p>		
<p>5. Are food, food contact material and clean equipment stored in such a way to prevent contamination?</p>		
<p>6. Do you have a First in First Out system? Stock Rotation. Note: Keep an area clearly marked designated for storing expired or damaged foods.</p>		

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<p>7.Are all fresh meats in display, including pork and chicken clearly marked with origin? Note: Label must include country where animal was born, raised, slaughtered and where cutting took place</p>		
<p>8.Are all food items in display counter which have been defrosted clearly marked with a sign stating "Defrosted"</p>		
<p>Raw Meat Preparation & Packing 10%</p>		
<p>1.Do you manufacture meat preparations such as sausages, burgers, stuffed meat?</p>		
<p>2.Mark the products that you produce from list provided.</p>		
<p>3.Do you produce other products that aren't listed above?</p>		
<p>4.Add the products that you produce that aren't in the list</p>		
<p>5.Are all meat preparations (e.g. marinated meats) in display labelled? Note: Price and allergens if contained within must be indicated and if these products have been prepared from frozen meat, they must be clearly indicated as defrosted.</p>		
<p>6.Have you checked that if you are using genetically modified ingredients, the final product is clearly labelled that it contains genetically modified ingredients?</p>		
<p>7.Are products packed inside premises properly labelled according to current Regulations? Note: These are to be sold only from the same premises</p>		
<p>Allergen Control 5%</p>		
<p>1.Which substances or products causing allergies or intolerances do you handle in your premises?</p>		
<p>2.Do you have a sign clearly informing customers to tell you if they suffer from allergies or intolerances</p>		
<p>3.Have you checked for substances or products causing allergies or intolerances in the ingredients you use? Including checking the labels of prepared food, sauces and seasoning mixes</p>		

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4.Are you taking all precautions to prevent contaminating food with substances or products causing allergies or intolerances		
Pest Control 5 %		
1.Are your premises free from any pests, such as cockroaches, flies, mice, etc?		
2.Do you carry out pest control?		
3.Do you keep documentation related to pest control? Note: Whether it is carried in-house or by contractor, you will be requested to provide documentation when and where pest control is being carried out and datasheets of products being used		
4.Do you have any devices such as insecticides, mice repellents, rodent bait boxes or other devices that prevent pest infestation? 8.4 Note: You need to keep documentation of maintenance of such devices, example replacement of UV tubes for insecticides. These are to be kept always switched on		
5.Are all devices kept clean and positioned in such a way to avoid risk of food contamination? Note: Insecticides and spray repellent devices not located above where opened food is stored or prepared		
Deliveries 15 %		
1.Do you carry out deliveries?		
2.Food delivery vehicles		
3.Vehicle Registration No: Temperature Controlled		
Water Supply 5 %		
1.Do you have a supply of potable water?		
2.Is water supply in your premises from an approved source		
3.Do you have water storage tanks/reservoirs placed below and/or above ground level for the storage of water?		

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<p>4.Are these water storage tanks/reservoirs adequately disinfected and treated accordingly to the volume of water being stored and water turnover? Note: Keep cleaning records</p>		
<p>TOTAL</p>		

NB: SUPPLIERS NEED TO EARN A MIN OF 75 POINTS

Name and Surname: Ben Khwela

Signature:

Name and Surname: Portia Digomo

Signature :.....

Name and Surname: Elisha Thulo

Signature :.....

3.3. 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 3: TET Member Responsibilities

Mandatory Criteria Number	TET 1	TET 2
	X	X
	X	X
	X	X
Qualitative Criteria Number	TET 1	TET 2
	X	X
	X	X
	X	X

3.4. FORESEEN ACCEPTABLE / UNACCEPTABLE QUALIFICATIONS

3.4.1. Risks

Table 4: Acceptable Technical Risks

Risk	Description
1.	Pandemic

Table 5: Unacceptable Technical Risks

Risk	Description
1.	Food poisoning
2.	Supplier failing to meet the standard
3.	Incorrect grade delivered
4.	Lack of product traceability

3.4.2. Exceptions / Conditions

Table 6: Acceptable Technical Exceptions / Conditions

Risk	Description
1.	Product shortage increased due to less production and increased demand because of panic buying or an outbreak in the country.

Table 7: Unacceptable Technical Exceptions / Conditions

Risk	Description
1.	Noncompliance or lack of training on HACCP processes.
2.	Lack of understanding the scope of work.
3.	Non-Availability of the Cold Chain Management Plan that aligns to Eskom's requirements
4.	Poor controls e.g. documents records and transportation

4. AUTHORISATION

This document has been seen and accepted by:

Name	Designation	Signature
Aneske Juries	Risk and Assurance Manager (Acting)	
Ben Khwela	Support Services	

5. REVISIONS

Date	Rev.	Compiler	Remarks
January 2026	1	P. Digomo	New Development

6. DEVELOPMENT TEAM

The following people were involved in the development of this document:

Portia Digomo
Ben Khwela

7. ACKNOWLEDGEMENTS

N/A

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