

FOR THE OF APPOINTMENT OF SERVICE PROVIDER FOR CONDUCTING OCCUPATIONAL HYGIENE SURVEYS AT TRANSNET ENGINEERING (TE) BUSINESSES AT THE KOEDOESPOORT PLANT, COAL NORTH AND NORTHEAST CORRIDORS OVER A PERIOD OF TWO (2)-YEARS

Technical Evaluation Criteria	Points Weightings	Scoring guideline
Competence of the Personnel Bidder must send proof of competent personnel in relation to Occupational Hygiene Surveys and Ergonomics. Ergonomics & Fatigue Risk Assessments: Valid Certificate (master's degree in Ergonomics [Minimum Qualification]). Degree must be from a South African University, and Personnel assigned to conduct Occupational Hygiene Surveys - Valid Certificate/s (Registered with The Southern African Institute for Occupational Hygiene [SAIOH] in the category of Occupational Hygienist and Occupational Hygiene Technologist [where applicable]).	30 Points	Proof of both Competencies submitted = 30 points
		No proof of competence submitted = 0 points
Compliance to Occupational Hygiene Survey Specification Bidder must send proof of meeting the requirements of the Specification Document by: Signing off specification (TE tender specification signed and initialled on each page) by the bidder	10 Points	Specification fully or 100% signed or initialled meets the requirements of the specification = 10 points
		Specification not submitted and or fully signed will score a 0 point
Company Profile Company Profile including an organogram, supported by one example report for both Occupational Hygiene Surveys, Ergonomics & Fatigue Risk Assessments.	15 Points	Company Profile, organogram and one example report submitted for both Occupational Hygiene Surveys and Ergonomics & Fatigue Risk Assessments in line with the scope of work and capabilities to meet TE requirements = 15 points
		Only a Company Profile and organogram = 10 points or
		Only Example reports for Occupational Hygiene Surveys and Ergonomics & Fatigue Risk Assessments. = 5 points
		No Company Profile submitted, or organogram and one example report submitted for both Occupational Hygiene Surveys and Ergonomics & Fatigue Risk Assessments in line with the scope of work = 0 points

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Technical Evaluation Criteria	Points Weightings	Scoring guideline
Reference and Previous Experience A minimum of three (3) signed and dated reference letters on the customer’s letterhead, reflecting both the Occupational Hygiene Surveys and Ergonomics & Fatigue Risk Assessment services. This issued letters may not be older than the past five (5) years. Note: Letter can reflect both services or separate letters for each service rendered.	30 Points	Minimum of three reference letters for the following services: Occupational Hygiene Surveys: Three (3) reference letters = 15 points Two (2) reference letters = 10 points One (1) reference letter = 5 points <i>No references submitted = 0</i> <i>Note: Letter can reflect both services or separate letters for each service rendered.</i>
		Ergonomics & Fatigue Risk Assessment services: Three (3) reference letters = 15 points Two (2) reference letters = 10 points One (1) reference letter = 5 points No references submitted = 0 <i>Note: Letter can reflect both services or separate letters for each service rendered.</i>
Delivery Lead Time Provide a Project Plan (MS Project Plan ie. Occupational Hygiene Surveys and Ergonomics & Fatigue Risk Assessments) as per scope of work and delivery of Reports. Note: The delivery lead time must be included in the Project Plan.	15 Points	Provision of a Project Plan in less or equal to 2 months after receipt of a Purchase order = 15 points
		Provision of a Project Plan greater than two (2) months but less than three (3) months after receipt of a Purchase order = 10 points
		Provision of a Project Plan greater than three (3) months = 0 points
Total Weighting:	100	
Minimum qualifying score required:	70	

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Mandatory Documents

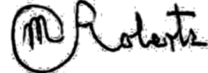
1. Valid Registration Certificate (for the company/organisation): (Registered with Department of Employment and Labour as an Approved Inspection Authority [AIA], Occupational Health and Hygiene).
2. Valid Accreditation Certificate (for the company/organisation): (Accredited as a South African National Accreditation System [SANAS] Inspection Body, Occupational Health and Hygiene).
3. Registration Certificate - (Certification with the Professional Affairs Board of the Ergonomics Society of South Africa [ESSA]), Certified Professional Ergonomist [CPE] level, linked to the International Ergonomic Association). For Ergonomics Risk Assessment (Certified Professional Ergonomist certification, for the person).

Compiled By:

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Date: 31 July 2025

Signature: 

Reviewed By:

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Designation: Risk Practitioner

Date: 31/07/2025

Signature: 

Approved By:

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Designation: Safety Manager

Date: 31/07/2025

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