

Functional Evaluation Criteria for the Provision of Catering, Canteen, Mobile Kitchen Pop-ups, Kiosks, and Vending Machine Services at Koeberg Nuclear Power Station (KNPS)										
Category	Requirements	Criteria	Deliverables	Scoring Methodology	Weighting	Rating	% Rating	% Score	[Supplier Name] Response	Eskom Comments
1. COMPANY PROFILE	Relevant industry experience	Evidence of Supplier experience.	The returnable is a well-written company profile detailing services offered.	100% - Supplier has five (5) to seven (7) years experience in the provision of large-scale catering and canteen service. 75% - Supplier has three (3) to five (5) years experience in the provision of large-scale catering and canteen service. 50% - One (1) to two (2) years experience in the provision of large-scale catering and canteen service. Supplier lacks a track record of catering and canteen service provision.	50%	0	0%	0%		
	Catering or similar relevant references of past experience	Evidence of Supplier capability.	The returnable is a list of contactable references related to large-scale catering and canteen service provision.	100% - Four (4) to five (5) contactable references submitted including the contract value and duration for the provision of large-scale catering and canteen service. 75% - Two (2) to three (3) contactable references submitted including the contract value and duration for the provision of large-scale catering and canteen service. 50% - One (1) to two (2) contactable references submitted including the contract value and duration for the provision of large-scale catering and canteen service. 0% - No contactable references submitted for the provision of large-scale catering and canteen service.	50%	0	0%	0%		
	TOTAL WEIGHTING					100%	Does not meet	0%	0.0%	
2. EXPERIENCE OF KEY PERSONNEL	Appropriately skilled & qualified personnel at key operational level of listed roles below: · Contract Manager (NEC certified) · Catering Manager · Dietician (Certified) · Certified Halaal Supervisor · General Supervisor · Chef (Certified) · Assistant Chef · Head Cook · Assistant Cooks	Evidence of a key personnel qualifications.	The returnable is CV, qualifications and certification of key personnel.	100% - All key personnel i.e., nine (9) CV's of roles listed with appropriate qualifications. 75% - Five (5) to seven (7) CV's of roles listed with appropriate qualifications. 50% - Two (2) to Four (4) CV's of roles listed with appropriate qualifications. 0% - No CV's submitted of the key personnel.	100%	0	0%	0%		
	TOTAL WEIGHTING					100%	Does not meet	0%	0.0%	
	Proposals must include clear and high-quality pictures of the staff uniforms, Personal Protective Equipment (PPE), and good-quality non-slip shoes to be used in the catering operation. Pictures of the uniforms and shoes should accompany the tender documentation.	Evidence confirming that all PPE utilized meets the applicable quality and safety standards as defined by the South African Bureau of Standards (SABS)	1. High-Quality Photographs of staff uniforms, showing various angles and details. 2. High-Quality Photographs of all Personal Protective Equipment. 3. Photographs of Non-Slip Shoes. 4. Written Description for each item, detailing materials used, safety compliance, and any relevant information.	100% - All four (4) required documents are provided, thoroughly detailed, clear, professional, and includes all necessary information. Good quality and design of PPE and uniform. 75% - Three (3) deliverables are submitted and meet the requirements; the fourth shows minor gaps in detail, clarity, or relevance. 50% - Two (2) deliverables are submitted and meet the requirements; the third is either missing or incomplete. 0% - None of the required deliverables are submitted, or submitted content is insufficient for evaluation.	30%	0	0%	0%		

3. SPECIAL EQUIPMENT AND CHEMICALS	<p>Equipment: Proposals must include a detailed breakdown of portable electric equipment and refrigeration units (e.g., Coke fridges, toasters, microwave ovens, pie warmers) intended for use in kiosks and kitchens.</p>	Evidence of equipment breakdown and packaging samples.	<p>1. Detailed Breakdown of portable electric equipment including: · Type · Specifications · Quantity · Intended use in kiosks and kitchens.</p> <p>2. High-Quality Photographs of all listed equipment.</p> <p>3. Samples of Packaging for take-away and resale items included in the tender package.</p>	<p>100% - All three (3) required deliverables are submitted in full: Comprehensive and detailed breakdowns, high-quality equipment, and professional presentation of packaging samples.</p> <p>75% - Two (2) deliverables are submitted and meet the requirements; the third shows minor gaps in detail, clarity, or relevance.</p> <p>50% - One (1) deliverables are submitted and meet the requirements; the second and third is either missing or incomplete</p> <p>0% -None of the required deliverables are submitted, or submitted content is insufficient for evaluation.</p>	40%	0	0%	0%		
	<p>Chemicals: Proposals must include a detailed breakdown of the types of cleaning chemicals to be used (e.g., for mopping, wet floor signs, and safety information equipment). Additionally, all Material Safety Data Sheets (MSDS) for the chemicals must be provided.</p>	Evidence of chemical breakdown and environmental Impact.	<p>1. Detailed Breakdown of cleaning chemicals, including: · Type · Quantity · Intended use · Safety considerations.</p> <p>2. Material Safety Data Sheets (MSDS) for all cleaning chemicals listed, demonstrating compliance with safety standards.</p> <p>3. Written Descriptions for each chemical, outlining its purpose, safety features, and any relevant certifications.</p> <p>4. Summary Statement on the environmental impact of the chemicals used.</p>	<p>100% - All four (4) required deliverables are submitted in full: Comprehensive breakdown, full compliance with safety standards, and high-quality MSDS documentation.</p> <p>75% - Three (3) deliverables are submitted and meet the requirements; the fourth shows minor gaps in detail, clarity, or relevance.</p> <p>50% - Two (2) deliverables are submitted and meet the requirements; the third is either missing or incomplete.</p> <p>0% - None of the required deliverables are submitted, or submitted content is insufficient for evaluation.</p>	30%	0	0%	0%		
	TOTAL WEIGHTING				100%	Does not meet	0%	0.0%		
4. EMERGENCIES	<p>Proposals must demonstrate the ability to provide a 24-hour service on short notice. This includes an explanation of how the service will be managed, resources available, and response times.</p>	Evidence of service management plan and resource availability.	<p>1. Service Management Plan outlining the operational strategy for providing 24-hour service.</p> <p>2. List of available resources that can be mobilized quickly, including personnel and equipment.</p> <p>3. Response Time Policy detailing commitment to response times and how they will be tracked.</p>	<p>100% - All three (3) deliverables submitted including service management plan, clear list of available resource and response time policy.</p> <p>75% - Two (2) deliverables are submitted and meet the requirements; the third shows minor gaps in detail, clarity, or relevance.</p> <p>50% - One (1) deliverables is submitted and meets the requirements; the second is either missing or incomplete.</p> <p>0% - None of the required deliverables are submitted, or submitted content is insufficient for evaluation.</p>	100%	0	0%	0%		
	TOTAL WEIGHTING				100%	Does not meet	0%	0.0%		
	<p>Proposals must include a detailed breakdown of the 24/7 service execution plan, specifically addressing how service excellence will be maintained during planned outage periods as per the specified requirements.</p>	Evidence of service execution plan, resources allocation and communication strategy.	<p>1. Detailed Service Execution Breakdown outlining the processes for service delivery during 24/7 (Outages).</p> <p>2. Resource Allocation Plan specifying the personnel and equipment available for immediate deployment.</p> <p>3. Communication Strategy Document detailing how information will be disseminated during outages.</p>	<p>100 - All three (3) required deliverables are submitted in full : Comprehensive and clear execution plan, strong resource allocation, and effective communication.</p> <p>75% - Two (2) deliverables are submitted and meet the requirements; the third shows minor gaps in detail, clarity, or relevance.</p> <p>50% - One (1) deliverables is submitted and meets the requirements; the second is either missing or incomplete.</p> <p>0% - None of the required deliverables are submitted, or submitted content is insufficient for evaluation.</p>	50%	0	0%	0%		

5. METHODOLOGY (How is it implemented and maintained)	Proposals must include a proposed seasonal 8-week menu cycle that outlines the nutritional information for each healthy meal, the price per meal, and assurance of consistency in food preparation across all kitchens. Additionally, procedures for stock and asset protection should be detailed.	Evidence of menu cycle details, nutritional information, consistency in food preparation and stock and asset protection	<p>1. Seasonal 8-Week Menu Cycle that includes:</p> <ul style="list-style-type: none"> List of meals Nutritional information for each meal Price per meal. <p>2. Documentation outlining methods to ensure consistency in food preparation across kitchens.</p> <p>3. Procedures for Stock and Asset Protection detailing how inventory and assets will be secured.</p>	<p>100% - All three (3) required deliverables are submitted in full: Comprehensive menu cycle with detailed nutritional information, strong proof of certification, and well-defined procedures for consistency and protection.</p> <p>75% - Two (2) deliverables are submitted and meet the requirements; the third shows minor gaps in detail, clarity, or relevance. There is a strong menu cycle and nutritional details with minor gaps in consistency methods or asset protection procedures.</p> <p>50% - One (1) deliverables is submitted and meets the requirements; the second is either missing or incomplete.</p> <p>0% - None of the required deliverables are submitted, or there is insufficient or unclear menu cycle, weak nutritional information, and lack of focus on consistency or asset protection.</p>	10%	0	0%	0%		
	Proposals must provide a detailed breakdown for each canteen on how the service will be executed. This should include staffing details (cleaning staff, supervision, drivers, stand-in staff), a delivery service plan for transporting and monitoring Take Away meals, and proof of the ability to render both Halaal and Non-Halaal services, including documentation of Islamic inspections and registration.	Evidence of staffing plan, delivery service breakdown, Halaal and Non-Halaal services compliance and operational efficiency.	<p>1. Staffing Plan Document outlining the roles and responsibilities of all personnel involved in service execution.</p> <p>2. Delivery Service Plan detailing logistics for transporting, monitoring, and delivering Take Away meals.</p> <p>3. Documentation proving compliance with Halaal and Non-Halaal service requirements, including certificates from Islamic inspections.</p> <p>4. Operational Efficiency Overview including methods to ensure timely service and monitoring processes.</p>	<p>100% - All four (4) required deliverables are submitted in full: Supplier certification and/or audit report confirming compliance.</p> <p>75% - Three (3) deliverables are submitted and meet the requirements; the fourth shows minor gaps in detail, clarity, or relevance.</p> <p>50% - Two (2) deliverables are submitted and meet the requirements; the third is either missing or incomplete.</p> <p>0% - None of the required deliverables are submitted, or submitted content is insufficient for evaluation.</p>	40%	0	0%	0%		
	TOTAL WEIGHTING				100%	Does not meet	0%	0.0%		
6. QUALITY OF SERVICE	Demonstrate that the supplier Management System meets the requirements of SANS/ISO22000:2019, Food Safety Management Systems — Requirements for any organization in the food chain, or equivalent.	Implementation of a Management System that meets the requirements of SANS/ISO22000:2019, Food Safety Management Systems — Requirements for any organization in the food chain, or equivalent.	The returnable is the retained or maintained documented information for demonstrating criteria implementation. e.g. Internal or external audit report(s) demonstrating level of compliance wrt the requirements of SANS/ISO22000:2019 or, compliance matrix of suppliers QMS vs the requirements of ISO SANS/ISO22000:2019.	<p>100% - Supplier certification and/or audit report confirming compliance.</p> <p>75% - Supplier audit report and compliance matrix with minor gaps.</p> <p>50% - Supplier audit report and compliance matrix with major gaps.</p> <p>0% - No documents submitted</p>	50%	0	0%	0%		
	Established procedures, standards (food poisoning complaint etc.)	Evidence of a supplier selection and verification process.	The returnable is the maintained documented information or method statement demonstrating criteria implementation of supplier selection and monitoring process.	<p>100% - Supplier selection and monitoring procedure with completed examples of evaluation of the supplier/producer.</p> <p>75% - Supplier selection procedure and monitoring process submitted.</p> <p>50% - Supplier selection and monitoring procedure only submitted.</p> <p>0% - No documents submitted</p>	40%	0	0%	0%		
	Strategy to protect & preserve quality of service	Evidence of quality control programme and preservation strategy.	The returnable is the maintained documented information or method statement demonstrating criteria implementation for routine quality checks during receiving, food storage, and preparation stages to promptly identify and resolve quality issues before they impact the customers.	<p>100% - Supplier Quality Control and Preservation procedure with retained documented information (record) demonstrating criteria implementation e.g. checklists submitted.</p> <p>75% - Supplier Quality Control and Preservation procedure submitted.</p> <p>50% - Supplier Quality Control procedure only submitted.</p> <p>0% - No documents submitted</p>	10%	0	0%	0%		
	TOTAL WEIGHTING				100%	Does not meet	0%	0.0%		

Final Analysis					
1. COMPANY PROFILE			10.0%	0.0%	
2. EXPERIENCE OF KEY PERSONNEL			20.0%	0.0%	
3. SPECIAL EQUIPMENT AND CHEMICALS			15.0%	0.0%	
4. EMERGENCIES			5.0%	0.0%	
5. METHODOLOGY (How is it implemented and maintained)			30.0%	0.0%	
6. QUALITY OF SERVICE			20.0%	0.0%	
TOTAL			100%	0.0%	

The scoring of the Evaluation Criteria is conducted as follows:

A supplier is given a score in each of the sub-categories. These sub-categories are requirements detailed in the specification or contract. Scores are allocated as follows:

- 0 - 0% - Does not meet
- 1 - 50% - Partial meet (Large gap)
- 2 - 75% - Partial Meet (Small gap)
- 3- 100% - Meet

The overall score for functionality criteria is analysed as follows:

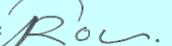
- 0% - 79% - Does not meet
- 80% - 100% - Meet

COMPILER TECHNICAL : C SAMUTELA

SIGNATURE: 

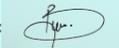
DATE: 2025-06-13

COMPILER QUALITY : S BROWN

SIGNATURE: 

DATE: 2025-06-18

APPROVER : S PEMBA

SIGNATURE: 

DATE: 2025-06-18