

 Eskom	Instructions	Hendrina Power Station
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Title: **Tender Technical Evaluation Strategy for Supply and delivery of Laboratory Chemicals as and when required.**

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1. Introduction

Supply and delivery of Laboratory Chemicals as and when required at Hendrina Power Station for a period of 5 years. This document sets out the method and criteria that will be used to evaluate the enders that will result from this open enquiry invite.

2. Supporting Clauses

2.1. Scope

This document covers the technical requirements for Supply and delivery of Laboratory Chemicals Contract.

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. The scope of the project is as described in scope document for the supply, delivery of Laboratory chemicals as and when required for a period of 5 years.

2.1.2. Applicability

Operating Chemical Services.

2.2. Normative/Informative References

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

2.2.1. Normative

- 240-48929482: Tender Technical Evaluation Procedure

2.2.2. Informative

- ISO 9001 Quality Management Systems
- 32-1034: Eskom Procurement Policy
- Procurement and supply chain management procedure

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2.3. Definitions

2.3.1. Classification

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

2.4. Abbreviations

Abbreviation	Description
TET	Technical Evaluation Team
OEM	Original equipment manufacturer

2.5. Roles and Responsibilities

As per 240-48929153: Tender Technical Evaluation Procedure.

2.6. Process for Monitoring

N/A

2.7. Related/Supporting Documents

None

3. Tender Technical Evaluation Strategy

3.1. Technical Evaluation Method

The technical evaluation criteria are divided into two, there is the qualitative criteria and the quantitative criteria.

3.1.1. Mandatory Criteria

Not applicable.

3.1.2. Qualitative Criteria

The weighted score-card approach is used to evaluate the technical compliance of the tenders against the specifications.

3.2 TET MEMBERS

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Table 1: TET Members

TET number	TET Member Name	Designation
TET 1		
TET 2		
TET 3		
TET 4		

The evaluation of the tender submission will be based on the tenderer's ability to meet the above requirements. Tenderers need to have an overall weighted score of 70% or more to technically qualify for further evaluation, which are not covered in this scope. However, in a case where no tenderer meets the 70% threshold, tenders who obtain 65% will qualify for further evaluation.

A weighted score-card approach is used to evaluate the technical compliance of the tenders against the specifications.

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The scoring method will be as follows for the qualitative evaluation criteria:

Score	Percentage	Description
5	100	Compliant • Meet technical requirement(s) AND; • No foreseen technical risk(s) in meeting technical requirements.
4	80	Compliant with Associated Qualifications • Meet technical requirement(s) with. • Acceptable technical risk(s) AND/OR. • Acceptable exceptions AND/OR. • Acceptable conditions.
2	40	Non-Compliant • Does not meet technical requirement(s) AND/OR Unacceptable technical risk(s) AND/OR. • Unacceptable exceptions AND/OR. • Unacceptable conditions.
0	0	Totally Deficient or Non-Responsive
Note 1: The scoring table does not allow for scoring of 1 and 3. Note 2: Foreseen acceptable and unacceptable risk(s), exceptions and conditions shall be unambiguously defined in the relevant Tender Technical Evaluation Strategy		

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Table 3: Criteria 1: Qualitative technical evaluation criteria

1	Qualitative Technical Criteria Description		Reference to Technical Specification / Tender Returnable	Criteria Weighting (%)	Criteria Weighting (%)
1.	Criteria 1:			50	
	1.1	1.Company or an Organization capability and Track record in delivering and supplying laboratory chemicals <u>Scoring Criteria:</u> 1.1.1Submitted with >3 year = 5 points 1.1.2Submitted with 3 year = 4 points 1.1.3Submitted with 2 year = 2 points 1.1.4 Submitted with 1 year =0 points NB: No proof provided = 0 1.2.1 Submitted all (x4) = 5 points 1.2.2 Submitted x3 = 4 points 1.2.3 Submitted x2 = 2 points 1.2.4 Submitted x1 = 0 points NB: No proof provided = 0	1.1 Provide proof of previous experience (> 3 years) on supply and delivery of laboratory Chemicals. Acceptable proof includes a signed completion certificate or reference letter printed on the company letterhead, issued by the previous client or customer, preferably work of similar scope or project. 1.2. Provide (minimum of x4) signed references of the Companies or an organization where similar work was executed. (Name of Company where work was executed, Purchase		25 25

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			Order Documents, Description of works, Proof Delivery Note signed by the client, Contract period & Contact person). NB!! Purchase order number without the Purchase order document will not be accepted. Proof of delivery note must correspond to the order number.		
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	Qualitative Technical Criteria Description		Reference to Technical Specification / Tender Returnable	Criteria Weighting (%)	Criteria Sub Weighting (%)
2.	Criteria 2:			30%	
	2.1	Organization\company capability to ensure steady supply and no interruption after order placement, OEMs or chemical manufacturer to support Scoring criteria: 2.1.1 Submitted = 5 points 2.1.2 Not Submitted = 0 points NB: No proof provided = 0	Provide a signed letter on company's letterhead, detailing the support agreement with the OEM or chemical manufacturer. This letter must confirm that all supplied chemicals are original manufacturer products directly from the manufacturer and will not be repacked goods. Any subsequent change in OEM from the initial tender submission must be communicated via email. As this letter will serve as a legally binding document.		
3.	Criteria 3:			20	

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	3.1	Attach proof of valid certified copies of both Certificate of analysis and Safety data sheet (SDS as per 16-point format new standard) Scoring criteria: 1.1.1 Submitted 10 > = 5 Points 1.1.2 Submitted 5 < 10 = 4 Points 1.1.3 Submitted 2 < 10 = 2 Points NB: No proof provided = 0	Supply at least minimum of x10 valid certified copies of both Certificate of analysis and of Safety data sheet (SDS as per 16-point format) for the different types of Chemicals as listed in the scope of work and NEC document.		
Minimum Qualifying score				70%	
Total Score				100%	

3.5 TET Member Responsibilities

Mandatory Criteria Number	TET 1	TET 2	TET 3	TET 4
	X	X	X	X
	X	X	X	X
	X	X	X	X
	X	X	X	X
	X	X	X	X
Qualitative Criteria Number	TET 1	TET 2	TET 3	TET 4
	X	X	X	X
	X	X	X	X
	X	X	X	X
	X	X	X	X
	X	X	X	X

Table 1: TET Member Responsibilities

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Authorization

This document has been seen and accepted by:

Name	Designation	Signature

Revisions

Date	Rev.	Compiler	Remarks
May 2025	0		New Document
June 2025	1		Review
December 2025	2		Review
June 2026	3		Review

Development team

Acknowledgements

N/A

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