


CAT 2 	Business Management System Construction Services Quality Assurance Tender Evaluation Checklist for Supplier/ Sub-contractors	Document Identifier	FM-KS-P20-230	Rev	2
		Effective Date	30/07/2024		
		Next Review Date	30/07/2028		
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ENQUIRY NO											
NAME OF BUYER											
NAME OF PM											
PROJECT											
SCOPE											
REPORT REVISION	<table border="1" style="width: 100%; text-align: center;"> <tr> <td>0</td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td> </tr> </table>	0	1	2	3	4	5	6	7	8	9
0	1	2	3	4	5	6	7	8	9		

ORGANISATION

Name and Details	
PURPOSE	To assess whether the above-mentioned Organization submitted the required quality documentation as specified in the Enquiry referenced above, and that such quality documentation complies with the specified requirements.
REFERENCE DOCUMENTATION	PDPMAN-SP-28: Specification - Quality requirements for Organizations PDPNEG-GL-001 (Contract Quality Plan Guideline) Technical Evaluation Guideline GBEG 474-011 QM 58 Specification

2.3 EVALUATION CRITERIA

The tender submission score sheet indicating the criteria to be used, the weighting of each criterion and the weighting per discipline in multidisciplinary packages shall be authorised by the relevant senior manager. The approved tender submission score sheet shall be issued with the enquiry document to be used for technical evaluation.

QUALITATIVE EVALUATION CRITERIA


SECTION A : Quality Management System Requirements ISO 9001 : 2015 (Refer QM58 Clause 3.2)
Option 1
 Objective evidence of a documented QMS that is not certified but complies with ISO9001:2015 standard

	Attached	Not attached
1. QMS Manual or a document that defines and describes the QMS and its scope		
2. Quality Policy Signed and Approved by top Management		
3. Quality Objectives Approved by Top Management		
4. Control of Documented Information (Document and records control) - Clause 7.5 of ISO 9001:2015		
5. Documented information for Control of Non-conforming Outputs - Clause 8.7 of ISO 9001:2015		
6. Documented Information for Nonconforming and Corrective action – Clause 10.2 of ISO9001:2015		
7. Documented Information for Internal audit Clause 9.2 of ISO 9001:2015		

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Sub Section A Score		
SECTION A : Quality Management System Requirements ISO 9001 : 2015 (Ref QM58 Clause 3.2) Option 2 Valid certification of Quality Management System by an ISO accredited body as per the scope of works (Contract Quality Plan Guideline).		
	Attached	Not attached
1. Product/Service Scoping in ISO 9001 certificate defined and relevant		
2. Certificate by Approved and Authorized certification Authority		
3. Certification Authority Recognized International Accreditation		
4. Validity (expiry date) of a certificate		
Sub Section A Score		
SECTION B : Quality Planning Requirements QM58 Evidence of QMS in operation (Contract Quality Plan Guideline).		
	Attached	Not attached
1. Current organizational structure with responsibilities and authority defined.		
2. . Appointment Letter for person performing full time quality control (QC) on site and at factory or a statement of commitment to appoint such person		
3. Documented information for Control of Externally Provided Processes, Products and Services - Must include criteria for evaluation, selection, monitoring of performance, and re-evaluation of external providers (Clause 8.4 of ISO 9001:2015)		
4. Latest copy of an internal management system audit report (with Nonconformity, Correction and/ or Corrective Action Reports) - Report must include but not limited to Objective, Scope, Criteria and outcomes of the audit.		
5. (Clause 9.2 of ISO 9001:2015)"		
Sub Section B Score		

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SECTION C : Contract Quality Plan Requirements (Ref 240-105658000 and 240-109253698). Draft Contract Quality Plan specific to the scope of work as described in the tender documents (Ref ISO 10005)		
	Attached	Not attached
1. Draft Contract/ Project Quality Plan		
Sub Section C Score		

SECTION D Quality Control Plan Requirements (Ref 240-105658000 or 240-109253302) QCP /Checklist/ ITP (Quality Control Plans) as per Scope of Works (Ref ISO 10005)		
	Attached	Not attached
1. Draft/ Example of an Inspection Test Plan (ITP) or Quality Control Plan(QCP) on similar and/ or previous work done		
Sub Section D Score		

SECTION E Quality Control Plan Requirements (Ref 240-105658000 or 240-109253302) QCP /Checklist/ ITP (Quality Control Plans) as per Scope of Works (Ref ISO 10005)		
	Attached	Not attached
1. Form A completed and signed		
Sub Section E Score		

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Reason for failing to attain maximum score in the evaluation criteria above

No.	Requirement	Issue

NB: IMPORTANT INFORMATION TO SUBMIT AFTER CONTRACT AWARD

1. Customer formal approval of all documents necessary for the project: ITP's, Contract Quality Plan
2. Review and acceptance by Customer - Contractor/Supplier to submit site specific information and to be approved by Eskom relevant personnel before any start of work on site.
3. Approved Method Statements
4. Approved Site Specific Organogram

QUALITY ASSURANCE EVALUATOR

Name	Signature	Date