

Technical Evaluation Sheet - General Consumables						
	Evaluation Criteria	Criteria Weigting	Score Rating table	Measuring scale	Evaluator's Score	Evaluator's comments
1	Provide 3 reference letters from your previous customers of conducting similar/related consumables business with them. A minimum of three(3) Reference Letters or copies of Purchase Orders to be submitted to substantiate the work conducted.	40%	40	Three reference letters and/or copies of Purchase orders		
			25	Two reference letters and/or copies of Purchase orders		
			10	One reference letter and/or copy of Purchase orders		
			0	No evidence submitted		
2	Lead time - Provide copies of purchase orders with corresponding signed delivery notes to confirm lead time performance.	40%	40	On time or early delivery		
			30	< = 5 days late		
			20	6 to 14 days late		
			10	>14 days late		
			0	No evidence submitted		
3	Commitment Letter from tenderer - Strict conformance with product specifications as ordered all the time (Signed and on Letterhead)	20%	20	Letter submitted		
			0	No Letter submitted		
	Maximum Possible Score	100%	Total Supplier Score		0.0%	
	Minimum Qualifying Threshold				70.0%	

Name of the Evaluator:	
Signature:	
Date of Evaluation:	


 Pilani Ndhlovu - Technical Rep