



Tender Technical Evaluation Strategy

SUPPORT SERVICES
MATLA POWER
STATION

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1. INTRODUCTION

Eskom Matla Power Station intends to enter into a contract for the Supply and Delivery of Milk to Matla Power Station for a period of 5 years on an as and when required basis.

2. SUPPORTING CLAUSES

2.1 SCOPE

This document outlines the technical criteria and the process to be followed when evaluating tender documents to ensure that the contract is concluded with a suitable contractor who will be able to Supply and Deliver Milk to Matla Power Station for a period of 5 years.

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 this tender technical evaluation. The technical evaluation strategy serves as basis for the tender technical evaluation process.

2.1.2 Applicability

Matla Power Station Support Services (Office 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

- [1] 240-168966153: Generation Tender Technical Evaluation Procedure
- [2] 240-48929482: Tender Technical Evaluation Procedure (Transmission and Distribution)
- [3] 32-1033: Eskom Procurement and Supply Chain Management Policy
- [4] 32-1034: Eskom Procurement and Supply Management Procedure

2.2.2 Informative

ISO 9001:2015 requirements

OHS Act

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

2.3 ABBREVIATIONS

Abbreviation	Description
OHS Act	Occupational Health and Safety Act
TET	Technical Evaluation Team

2.4 ROLES AND RESPONSIBILITIES

As per 240-168966153: Generation Tender Technical Evaluation Procedure for Generation

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OR

240-48929482: Tender Technical Evaluation Procedure for Transmission and Distribution

2.5 PROCESS FOR MONITORING

All Technical evaluation team members will be required to evaluate all tenders. The average score for all TET members will be used as the final score of the evaluation. Should a TET member not find some documents of the tenderers for scoring, all TET members will be required to scrutinise all the documents to ensure they did not by mistake miss the applicable document while going through the file.

3. RELATED/SUPPORTING DOCUMENTS

TET member appointment letters

4. TENDER TECHNICAL EVALUATION STRATEGY

4.1 TECHNICAL EVALUATION THRESHOLD

The minimum weighted final score (threshold) required for a tender to be considered from a technical perspective is 75%.

4.2 TET MEMBERS

Table 1: TET Members

TET number	TET Member Name	Designation
TET 1	Zodwa Gumbi	Manager Support services
TET 2	Nothando Ntenga	Officer Business Support
TET 3	Phumzile Mbeje	Senior Clerk Support Services

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4.3 MANDATORY TECHNICAL EVALUATION CRITERIA

This criteria must be achieved before the supplier can be scored technically.

Table 2: Mandatory Technical Evaluation Criteria

Mandatory Technical Criteria Description	Reference to Technical Specification / Tender Returnable	Motivation for use of Criteria
The supplier shall submit the following proof: Certificate of Acceptability for the Milk Distributor / Milk Producer or Factory premises OR Letter of intent from the Milk Distributor / Milk Producer or Factory where the supplier will be sourcing Milk from and the letter must confirm availability of valid certificate of acceptability for the premises and confirming that it will be issued to the supplier once the contract has been awarded or the conditions under which it will be issued.	Certificate of Acceptability for the Milk Distributor / Milk Producer or Factory Premises OR Letter of Intent form Milk Distributor / Milk Producer or Factory where the supplier will source milk confirming availability of certificate of acceptability	To demonstrate company ability to adhere to safety regulations and requirements under Foodstuff Cosmetics and Disinfectant Act 54 of 1972 and Government Notice No. R638 of 22 June 2018: Regulation Governing General Hygiene Requirements for Food Premises and the Transport of food

Table 3: Qualitative Technical Evaluation Criteria

	Qualitative Technical Criteria Description		Reference to Technical Specification / Tender Returnable	Criteria Weighting (%)	Criteria Sub Weighting (%)
	Service Provider to achieve 75% score to pass the technical Evaluation				
1.	Proof of Company Experience in Supplying or Distributing Food products			40%	
	1.1	Proof of above 3 years and above experience in supplying and delivery of food products	Current or Previous client reference letter with Contract number or Order number and contactable details		40%
	1.2	Proof of above 2 years and above experience in supplying and delivery of food products	Current or Previous client reference letter with Contract number or Order number and contactable details		20%
	1.3	Proof of above 1 year and above experience in supplying and delivery of food products	Current or Previous client reference letter with Contract number or Order number and contactable details		10%
2.	Proof of Company Delivery Capability			20%	
	2.1	Proof of ownership of enclosed bakkie or truck that will be utilised for delivery of milk Proof of vehicle ownership registration document and picture of the same vehicle	Vehicle registration document and picture		20%

		Or - Letter of agreement with the vehicle Rental company or Wholesaler, Dairy Milk Distributor / Milk Producer or Factory who will deliver milk on behalf of the tenderer and their proof of vehicle ownership and picture	Or Letter of agreement and Vehicle registration document and picture		
3	Company’s Planned Methodology to supply and deliver Milk (As per the points below)			30%	
	Company Planned Methodology (Each point equals 10%)		Company’s Operational Plan		
3.1	Process for returning incorrect products				10%
3.2	Safety process when delivering Milk				10%
3.3	Process to ensure delivery timelines are met				10%
4	Company risk management plan			10%	
	Bidders to provide Policies and Contingency Plans based on service interruptions on the following: (Each point equals 5%)		Comprehensive Company Contingency Plan		
4.1	Shortage of milk from their supplier				5%
4.2	Absenteeism of critical employees from work due to industrial and communities protest action				5%
Total for Qualitative Criteria					100%

4.4 TET MEMBER RESPONSIBILITIES

<In Table 4 identify the TET members allocated to review/evaluate each Qualitative criterion (minimum 2 evaluators per criteria / sub-criteria)>

Table 4: TET Member Responsibilities

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

4.5 FORESEEN ACCEPTABLE / UNACCEPTABLE QUALIFICATIONS**4.5.1 Risks****Table 5: Acceptable Technical Risks**

Risk	Description
1.	If the Supplier does not have more than three years experience in supply and delivery of food products

Table 6: Unacceptable Technical Risks

Risk	Description
1.	Submission of fraudulent documentation or documentation that is not valid
2.	Provision of uncontactable references
3.	Mandatory documentation not attached

4.5.2 Exceptions / Conditions**Table 7: Acceptable Technical Exceptions / Conditions**

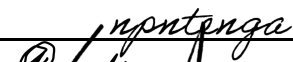
Risk	Description
1.	If the Supplier is not a Milk distributor or owns Milk factory but can get the letter of intent from the company that they'll sourcing Milk from
2.	

Table 8: Unacceptable Technical Exceptions / Conditions

Risk	Description
1.	Failure to provide proof of compliance certificates or letter of intent.
2.	

5. AUTHORISATION

This document has been seen and accepted by:

Name	Designation	Signature
Nothando Ntenga	Officer Business Support	
Zodwa Gumbi	Manager Support Services	
Elias Katasa	Finance Manager	

6. REVISIONS

Date	Rev.	Compiler	Remarks
23 April 2025	01	Nothando Ntenga	None

7. DEVELOPMENT TEAM

NA Gumbi

Nothando Ntenga

8. ACKNOWLEDGEMENTS

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