

APPENDIX B

1. TECHNICAL EVALUATION CRITERIA

The tenders will be technically evaluated after the contractors have submitted their quality and safety related documents as requested by the employer's representative.

	Name:	Signature:	Date:
Technical Evaluation done by:			
Verified by:			

2. SCOPE OF WORK

Works Information

The Service Provider does Civil Maintenance at Hendrina Power station. Which includes but not limited to plumbing, Painting, bricklaying and carpentering works. The works is for 3 year period.

Scope of work for Civil Maintenance

1. Description of the works

The services that the contractor will be rendering for the Employer are to conduct repairs on the civil infrastructure in and around Hendrina Power Station.

- **The services are as follows:**
- To provide a site core crew and logistics to manage and perform daily routine maintenance, breakdown and emergency maintenance repairs.
- Provide tools required by the site core crew to carry out the works to the satisfaction of the Employer.
- Execute SAP Planned Maintenance functions as authorised.
- Perform Quality Control and Risk Assessments on all activities carried out.
- Perform Maintenance activities to the SHEQ requirements including Plant Safety Regulations (PSR).
- Maintain a Safe and hygienic working environment and culture.

Bricklaying

- Erecting of walls
- Demolition of walls
- Install, repair & remove fences
- Cast concrete
- Erect signage poles
- Dig and cover-up trenches
- Operate HP machine
- Loads and unloads materials
- Performs other related duties as required.

- Cleans, maintains, adjusts, calibrates and services equipment used in the performance of duties.

Plumbing

- Unblocking the drains pipes, toilets and blocked pipes
- Work stand-by
- Install sewage lines
- Install portable water lines
- Repair leaking pipes
- Change damaged and old pipes
- Installation of new toilets and cisterns
- Installation of fittings (taps, shower heads, toilet paper holders, soap dispensers)
- Operate HP machine
- Loads and unloads materials
- Performs other related duties as required.
- Cleans, maintains, adjusts, calibrates and services equipment used in the performance of duties.

Carpenter

- Construct, remodel, retrofit and repair interior and exterior structures made of wood & drywall.
- Install and repair furniture.
- Repair and maintain building roofs
- Remove, repair & install doors
- Build required items including specialty furniture
- Construct formwork into which concrete is poured
- Build floors, wall frameworks (timber) and roofs, and lay timber floors
- Construct and erect prefabricated units
- Install door handles, locks, hardware, flooring underlay, insulating material and other fixtures
- Read blueprints and diagrams
- Operate HP machine
- Loads and unloads materials
- Performs other related duties as required.
- Clean, maintain, adjust, calibrates and services equipment used in the performance of duties.

Glazier

- Measure, cut and install all types of glass, including wire glass, tempered glass and plexiglas, according to measurements.
- Removes and replaces broken glass in wood or metal framed openings
- Repairs and replaces window hardware and door closures.
- Loads and unloads materials
- Clean, maintain, adjust, calibrates and services equipment used in the performance of duties

Painters

- Prepare, prime, sand, seal, patch and paint furniture, surfaces, buildings, and fixtures utilizing all types of painting materials such as varnish, lacquer, shellac, enamel, latex, epoxy, water-proofing and heat resistant finishes.
- Tapes, flushes, repairs and applies texturing, wallpaper, and acoustic layers on a variety of surfaces. Adjusts colours when necessary; utilizes enhanced finishing skills when appropriate.

- Operate, clean and maintain all painting equipment, including brush, roll, sprayers and electrostatic sprayers, pumps, etc. Safely stores and labels all materials.
- Estimates time and materials required; keeps computerized records and submits reports of work performed.
- Offers assistance and advice on materials, designs, and colour
- Operate HP machine
- Loads and unloads materials
- Clean, maintain, adjust, calibrates and services equipment used in the performance of duties

Heavy Duty Vehicle Operator

- Operate/drive vacuum truck
- Operate/drive excavator
- Operate 10 ton overhead crane
- Operate HP machine

Semi-Skilled Labourers

- Provide assistance to be above mentioned works as per the contractor supervisor's instruction
- Pulling of conveyor belts under the supervision of the Responsible Person
- Replacement of radial doors under the supervision of the Responsible Person

Other works to be carried out include the following:

- Cladding & roof sheeting's
- Replacement of Gutters & Down pipes
- Clearing of debris on gutters and hail guards in the plant
- Fix potholes on the roads
- Install Culverts
- Road markings and road signs
- Off load of civil material when delivered
- Removing and assemble Tables and office furniture
- Maintain Surface Drains works as per civil engineering scope of work
- Conduct housekeeping

Further Standards:

- OHS Act (Occupational health and safety act),
- Waste Management Procedure (HSPPIN003).

Technical specifications:

NHBRC certification

Civil Engineering qualification (Degree, Diploma, Certificate, etc)

3. PURPOSE

- The purpose of the criteria is to ensure that the suppliers are evaluated fairly and the requirements are outlined to them prior the closing of the tender.

4. EVALUATION / SCORING RATING

The evaluation / scoring system used to evaluate the different tenders is detailed below.

SCORE	PERCENTAGE	DESCRIPTION	DEFINITION
5	100	Exceptional	<ul style="list-style-type: none"> • Full achievement of the requirements specified in the enquiry for that criterion. • Demonstrated strengths, no errors, weaknesses or omissions.
4	90	Superior	<ul style="list-style-type: none"> • Sound achievement of the requirements specified in the enquiry for that criterion. • Some minor errors, risks, weaknesses or omissions, which may be acceptable as offered.
3	80	Good	<ul style="list-style-type: none"> • Reasonable achievement of the requirements specified in the enquiry for that criterion. • Some errors, risks, weaknesses or omissions, which can be corrected/overcome with minimum effort.
2	70	Adequate	<ul style="list-style-type: none"> • Minimal achievement of the requirements specified in the enquiry for that criterion. • Some errors, risks, weaknesses or omissions, which are possible to correct/overcome and make acceptable.
1	60	Poor to deficient	<ul style="list-style-type: none"> • No achievement of the requirements specified in the enquiry for that criterion. • Existence of numerous errors, risks, weaknesses or omissions, which are difficult to correct/overcome and make acceptable.
0	<60	Unacceptable	Totally deficient and non-compliant for that criterion.

5. Evaluation Criteria: (Refer for Submission Documentation)

Criteria	Weight	Tender number									
Submission of all documents listed is compulsory											
Submit proof of CV's, qualifications and relevant certificates of training and competency		Score	%	Score	%	Score	%	Score	%	Score	%
TECHNICAL ABILITY	60%										
<p>Site Supervisor: Minimum qualification: N6 Certificate in Civil Engineering or equivalent AND Minimum 3 years post qualification experience.</p> <p>No Qualification with 3 years or more = 40%</p> <p>Qualification with no experience = 40%</p> <p>Qualification with 1 years' experience = 50%</p> <p>Qualification with 2 years' experience = 60%</p> <p>Qualification with 3 years' experience = 100%</p>	10										
<p>Safety Officer: Minimum qualification: National Certificate in Safety Management AND 3 years post qualification experience (SAMTRAC certificate compulsory, Including CV & certificates.</p> <p>Qualification with no experience = 20%</p> <p>Qualification with 1 years' experience = 40%</p> <p>Qualification with 2 years' experience = 50%</p> <p>Qualification with 3 years' experience = 100%</p>	10										
<p>Skilled workers, i.e. (Plumbers, Carpenters & Brick Layers) must have a Trade Certificate AND a minimum of two (3) years post qualification experience.</p> <p>No Qualification with 3 years' experience or more = 40%</p> <p>Qualification with 1 years' experience = 40%</p> <p>Qualification with 2 years' experience = 50%</p> <p>Qualification with 3 years' experience = 100%</p> <p>NB* Ensure to submit the required number of employees per discipline as per NEC document.</p>	20										

EVALUATION SUMMARY

6. DETAILED EVALUATION

The score achieved by the *Tenderer* for each evaluation category is indicated in the table. The qualifying rating is 80%. If a tender is non-compliant in any category a score rating of 0 will be multiplied by the score achieved and added to the final score. If a tender is partially compliant in any category a score rating of 1 will be multiplied by the score achieved and added to the final score. If a tender meets the base requirements a score rating of 2 will be multiplied by the score achieved and added to the final score.

The following companies were evaluated:

Tenderer no 1:

Tenderer no 2:

Tenderer no 3:

6.1 Technical knowledge: Base requirements

This section evaluates the *Tenderer's* Employees technical knowledge and experience; details provided the suitability for the type of work stated in the scope of work.

- Technical skills (Human resources).
- Professional Registered Structural Engineer.
- Detailed Method Statement for each Work Site: Also show material acquisition, delivery and installation.
- Contractor must submit a Quality Control Plan that will be approved by the client, an ISO rating will be an advantage.

Tender no 1:

Tender no 2:

Tender no 3:

6.3 Required accreditation

The accreditation required for this project is Minimum CIBD requirement of 5GB/and 4CE or higher. The contractor should also be registered with the NHBRC and have a valid certificate as proof.

Tender no 1:

Tender no 2

Tender no 3:

6.4 Availability of Facilities

Contractor must have sufficient tools to perform the project. A site inspection will be conducted

Tender no 1

Tender no 2:

Tender no 3:

6.5 Adherence to Safety

Tender no 1

Tender no 2

Tender no 3:

6.6 Completed contract of similar nature

This section evaluates the *Tenderer's* track record through a demonstration of completed projects or service of a similar nature.

Tender no 1:

Tender no 2:

Tender no 3:

7 Recommendation

All contractors are over the 80% standard requirement thus all are presumed to be capable of completing the works successfully.

Tenderer no 1:

Tenderer no 2:

Tenderer no 3: