

**TECHNICAL CRITERIA FOR THE CLEANING, GARDENING, PEST CONTROL AND HYGIENE SERVICES.**

	KPA		KPI 1	Description	WEIGHT	WHAT THE EVALUATOR TO LOOK FOR?
1	Relevant Experience	Relevant Experience (Cleaning, pest control, hygiene and waste management services)	Appointment letters with contactable details from previous / current client(s): <b>CLEANING SERVICE</b>	Five (5) Appointment letters received for <b>Cleaning</b> from year 2013 to date, must have a company's stamp	20%	The evaluator to confirm the previous appointment letters. <b>Experience for in Cleaning, pest control, waste and Hygiene Experience for 5 years and above = 20%</b>
			Appointment letter with contactable details from previous / current client(s): <b>PEST CONTROL</b>	Five (5) Appointment letters received for <b>Pest Control</b> from year 2013 to date, must have a company's stamp		<b>Experience for 4 years less than 5 years = 15%</b>
			Appointment letter with contactable details from previous / current client(s): <b>GARDENING</b>	Five (5) Appointment letters received for <b>Gardening</b> from year 2013 to date, must have a company's stamp		<b>Experience for 3 years less than 4 years = 10%</b>
						<b>Experience for 2 years less than 3 years = 5%</b>
			Appointment letter with contactable details from previous / current client(s): <b>HYGIENE SERVICE</b>	Five (5) Appointment letters received for <b>Hygiene services</b> from year 2013 to date, must have a company's stamp		<b>Experience for 1 year less than 2 years = 3%</b>  <b>Less than 1 year = 0%</b>
			<b>TOTAL FOR KPA 1</b>		<b>20%</b>	
			<b>KPA 2</b>			

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2	Project execution Approach and Methodology	Methodology Statement	Details of the proposed methodology that will be followed in the effective services delivery.	The tender to explain how works is going to be executed. That includes- Identification of hazards and control measures - Template or checklist showing pre- preparation to completion of daily cleaning.	20%	The evaluator to confirm if the method statement is feasible, =10% Identification of hazards & control measures =5% Template or checklist showing Pre-preparation to complete of daily cleaning =5% None of the above score = 0%
			<b>TOTAL FOR KPA 2</b>		<b>20%</b>	
			<b>KPA 3</b>			
3		Pest Control	Provide a copy of a valid certificate of <b>Registration for a Pest Control Operator (PCO) - Structural Pest Control (Commercial and Domestic)</b> for a resource in the employ of or contracted to the tendering company.	Tenderer / sub-contractor to submit a "CERTIFIED" copy of registration certificate or proof of registration with PCO	10%	The evaluator to check if the registration has been provided and valid. Valid certificate = 10%. Inadequate = 0%
		Pest Control	Certificate of Registration with the South African Pest Control Association (SAPCA)	Tenderer/ subcontractor to submit a "CERTIFIED" copy of registration certificate or proof of registration with SAPCA	10%	The evaluator to check if the registration has been provided and valid. Valid certificate = 10%. Inadequate = 0%
		Hygiene	Certificate of registration - South African Institute of occupational hygiene- (SAIOH) or OCSA or IOHA for the key employees.	The tenderer / subcontractor to provide valid "CERTIFIED" copy of the certificate either from - South African Institute of occupational hygiene- (SAIOH) or OCSA or IOHA for the key employees.	10%	The evaluator to check if the registration has been provided and valid. Valid Certificate = 10% Inadequate = 0%

**Commented [AV1]:** Breakdown add up to 15% not 20%

**Commented [LM2R1]:** We have increased the % of the method statement to 20%

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		Cleaning and Gardening	Tenderer to submit a Certificate/Letter of Registration with either the National Contract Cleaners Association (NCCA) or BEECA	Tenderer / subcontractor to submit "CERTIFIED" copy of registration certificate with NCCA or BEECA or recent proof of registration for previous contract held.	10%	The evaluator to check if the registration has been provided and valid. Valid Certificate= 10%. Inadequate = 0%
			<b>TOTAL FOR KPA 3</b>		<b>40%</b>	
			<b>KPA 4</b>			
<b>4</b>	<b>Transport</b>	Appropriate vehicle for service tendered for (Hygiene Service & Pest Control )	Tenderer to submit copies of (LDV) valid license disc of vehicles to use for the appropriate service (Hygiene, pest control, waste management and delivery of cleaning materials) or a letter/car hire agreement from rental company.	Tenderer to submit copies of valid license disc of vehicles or provide a car hire agreement.	20%	Submission of copies of valid certified licence discs 2 x Valid disc = 20% 1 x Valid disc = 10% Invalid =0 %
			<b>TOTAL FOR KPA 4</b>		<b>20%</b>	
				<b>100%</b>		