

2.2.1.1.4 Minimum score for functionality

Only those tenders submitted by tenderers who achieve the minimum score for functionality as stated below will be declared responsive.

The description of the functionality criteria and the maximum possible score for each is shown in the table below. The score achieved for functionality will be the sum of the scores achieved, in the evaluation process, for the individual criteria.

SCORING TABLE ON FUNCTIONAL REQUIREMENTS		
Evaluation Criteria	Applicable values / points	Maximum Points
<u>Experience</u> Company's years of experience in the supply and delivery of Bluetooth mobile printers with software (the tenderer must provide proof of contracts/orders completed with a start and end date of a contract/order). (Not older than 10 years from date of advertisement.) Schedule 13A to be completed.	☐ Less than a 1 year.....0 points ☐ >1 year – 2 years 10 points ☐ >2 years – 4 years..... 20 points ☐ >4 years – 6 years..... 30 points ☐ >6 years – 8 years..... 40 points ☐ > 8 years50 points	50
<u>Track Record</u> The service provider must have supplied and delivered Bluetooth mobile printers with software to a number of organisations. (Not older than 10 years as from date of advertisement.) Provide contactable references per organisation. (A valid reference letter with a letterhead referencing product may be supplied.) Schedule 13B to be completed	• 0 Organisation0 points • 1 Organisation 5 points • 2 Organisations..... 10 points • 3 Organisations..... 15 points • 4 Organisations.....20 points • 5 Organisations.....25 points	25
<u>Number of units (Bluetooth Printers) sold</u> The service provider must have supplied and delivered a number of mobile Bluetooth printers with software to its clients The total number of printers stated on eligible references will be added together to reach a number that will earn points Provide contactable references per organisation. (A valid reference letter with a letterhead referencing number of units may be supplied.) Schedule 13B to be completed	• 00 points • > 0 and < 100.....5 points • ≥ 100 and < 200.....10 points • ≥ 200 and < 300.....15 points • ≥ 400 and < 500.....20 points • ≥ 500.....25 points	25
Total		100

The minimum qualifying score for functionality is **60** out of a maximum of **100**.

Where the entity tendering is a Joint Venture, the tenderer's tender response must be accompanied by a

statement describing exactly what aspects of the work will be undertaken by each party to the joint venture.

Tenderers shall ensure that all relevant information has been submitted with the tender offer in the prescribed format to ensure optimal scoring of functionality points for each Evaluation Criteria. Failure to provide all information **IN THIS TENDER SUBMISSION** could result in the tenderer not being able to achieve the specified minimum scoring.

A more detailed explanation of the functionality criteria is given below:

2.2.1.1.4.1 Experience

The tenderer must provide evidence of experience in supply and delivery of Bluetooth mobile printers. The list of evidence must include contracts/orders with start date and end date in this format DD/MM/YYYY that the tenderer has successfully undertaken. Points will be allocated based on the number of years of experience demonstrated in supply and delivery of Bluetooth mobile printers. This information must be captured in Returnable Schedule 13A.

2.2.1.1.4.2 Track Record

As proof of the tenderers' track record in supplying Mobile Bluetooth printers, the tenderer must complete schedule F.13B to indicate the companies to which the printers were supplied.

For each company supplied as reference, contactable references must be provided. A company reference letter may be supplied on a company letterhead referencing the product supplied.

2.2.1.1.4.3 Number of units (Bluetooth Printers) Supplied

As proof of the tenderers' track record in supplying Mobile Bluetooth printers, the tenderer must complete the same schedule F.13B as above to indicate the number of mobile printer units supplied. The total number of printers stated on eligible references will be added together to reach a total number that will be evaluated for points

For each company supplied as reference, contactable references must be provided. A company reference letter may be supplied on a company letterhead referencing the number of units supplied.

2.2.1.1.7 Provision of samples

Tenders will first be evaluated against the functional criteria. Only tenderers who meet these criteria will be requested to submit samples for testing. Tenders whose samples comply with the stated Tender Specification requirements will be declared responsive.

2.2.2 Cost of tendering

The CCT will not be liable for any costs incurred in the preparation and submission of a tender offer, including the costs of any testing necessary to demonstrate that aspects of the offer complies with requirements.

2.2.3 Check documents

The documents issued by the CCT for the purpose of a tender offer are listed in the index of this tender document. Before submission of any tender, the tenderer should check the number of pages, and if any are found to be missing or duplicated, or the figures or writing is indistinct, or if the Price Schedule contains any obvious errors, the tenderer must apply to the CCT at once to have the same rectified.

2.2.4 Confidentiality and copyright of documents

The tenderer shall treat as strictly confidential all matters arising in connection with the tender. Use and copy the documents issued by the CCT only for the purpose of preparing and submitting a tender offer in response to the invitation.

2.2.5 Reference documents

The tenderer shall obtain, as necessary for submitting a tender offer, copies of the latest versions of standards, specifications, Conditions of Contract and other publications, which are not attached but which are incorporated into tender document(s) by reference

Schedule F.13B: Track Record and Number of Units

As proof of the tenderers' track record in supplying Mobile Bluetooth printers, the tenderer must complete schedule F.13B to indicate the companies to which the printers were supplied as well as the number of mobile Bluetooth printer units. For each company supplied as reference, contactable references must be provided. A company reference letter may be supplied on a company letterhead referencing the product supplied as well as the number of units.

No.	Project Scope / Description of work (<i>Mobile Bluetooth Printer supplied</i>)	Organisation and Contact Details	No. Units	Delivery Date
01				
02				
03				
04				
05				
06				
07				

.....
Signature:

.....
Date

.....
Print name:
On behalf of the tenderer (duly authorised)