

Title: **Tender Technical Evaluation
Strategy for Duvha Admin 5th
floor office partitioning**

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1. INTRODUCTION

Duvha Power Station management team requires new office space for newly appointed senior managers. The senior management team offices are located at the fifth floor of Duvha main administration building. The current offices layout is partitioned using non-load bearing drywalls. It is required to rearrange the floor layout by reducing and relocate the boundaries of the current offices to create space for three additional offices.

This document is developed to covers the technical criterion to be used to select the most technically suitable contractor to execute the scope of work for providing additional offices for Duvha Management.

2. SUPPORTING CLAUSES

2.1 SCOPE

This document covers the technical evaluation strategy to be used for the selection of a suitable contractor to be appointed to execute the scope of work for Duvha 5th floor office alterations.

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

2.1.2 Applicability

This document is applicable to Duvha Power Station

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] 240-48929482: Tender Technical Evaluation Procedure
- [2] 240-44682850: PCM - Provide Engineering During Project Sourcing
- [3] 32-1033: Eskom Procurement and Supply Chain Management Policy
- [4] 32-1034: Eskom Procurement and Supply Management Procedure.

2.2.2 Informative

- [5] Duvha Power Station Additional Offices and Classrooms Technical Specification rev.1

2.3 DEFINITIONS

2.3.1 Classification

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

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2.4 ABBREVIATIONS

Abbreviation	Description
CV	Curriculum Vitae
HVAC	Heating Ventilation and Air Conditioning
NEC	New Engineering Contract
PCM	Process Control manual
SACPCMP	South African Council for Project and Construction Management Professions
SOW	Scope of Work
TET	Technical Evaluation Team

2.5 ROLES AND RESPONSIBILITIES

As Per 240-168966153: Generation Tender Technical Evaluation Procedure

2.6 PROCESS FOR MONITORING

This Tender Technical Evaluation Strategy shall be monitored by 240-53114190: Internal Audit Procedure

2.7 RELATED/SUPPORTING DOCUMENTS

[6] Duvha Power Station Additional Offices and Classrooms Technical Specification

3. TENDER TECHNICAL EVALUATION STRATEGY

3.1 TECHNICAL EVALUATION THRESHOLD

The minimum weighted final score (threshold) required for a tender to be considered from a technical perspective is 70%.

Table 1: Technical Scoring Methodology

SCORE	PERCENTAGE (%)	DESCRIPTION
5	100	COMPLIANT <ul style="list-style-type: none"> • Meet the technical requirement(s) AND, • No foreseen technical risk(s) in meeting technical requirements
4	80	COMPLIANT WITH ASSOCIATED QUALIFICATIONS <ul style="list-style-type: none"> • Meet the technical requirement(s) with, • Acceptable technical risks AND/OR; • Acceptable exceptions AND/OR; • Acceptable conditions
2	40	NON-COMPLIANT

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		<ul style="list-style-type: none">• Does not meet the technical requirement(s) AND/OR Unacceptable technical risk(s) AND/OR;• Unacceptable exceptions AND/OR;• Unacceptable conditions
0	0	TOTALLY DEFICIENT/NON-RESPONSIVE

3.2 TET MEMBERS

Table 2: TET Members

TET number	TET Member Name	Designation
TET 1	Vusi Chirwa	System Engineer: Civil Structures
TET 2	Sibonokuhle Tapala	Senior Engineer: Auxiliary Engineering
TET 3	David Chetty	System Engineer: Electrical Engineering

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3.3 MANADATORY TECHNICAL EVALUATION CRITERIA

N/A

3.4 QUALITATIVE TECHNICAL EVALUATION CRITERIA

Table 3: Qualitative Technical Evaluation Criteria

	Qualitative Technical Criteria Description		Reference to Technical Specification / Tender Returnable	Criteria Weighting (%)	Criteria Sub Weighting (%)
1	General Requirements			15%	
1.1	<p>Project/Construction Manager This covers the general experience of the proposed Project Manager for the Projects with a</p> <ul style="list-style-type: none"> Minimum qualification of a diploma in project management or construction management and at least 3 years of experience in construction industry <p>or</p> <ul style="list-style-type: none"> Technical qualification in any engineering with Professionally registered with SACPCMP and at least 5years of experience in construction industry 		A copy of qualification Certificates and CV		80%
1.2	<p>Site Organogram Proposed signed site organogram of key personnel for this project which must include the following skill.</p> <ul style="list-style-type: none"> Project/Construction Manager (Requirement 1.1) Civil Technician (requirement 2.2) Refrigerant Technician (requirement 4.2) Electrician (requirement 3.1) 				20%

		<ul style="list-style-type: none"> • Electrical installation technician for CoC (requirement 3.3) • Electrical ECSA registered person (requirement 3.5) 			
2	Civil Engineering Requirements				40%
	2.1	<p>Previous Similar Civil Engineering Projects</p> <p>The contractor or sub-contractor shall provide at least 3 previously completed projects for general building or prefabricated structures. Signed (by all parties involved) completion certificates/Letter. The completion certificate/letter shall reflect the following information</p> <ul style="list-style-type: none"> • Project name • Principal contractor • Client • Description of work performed (nature of the work) • Project cost (only for scope completed) • Project start and end date or Duration. • Name, designation and contact number of references person. <p>Where completion certificate/letter does not also have the information as requested above the tenderer shall submit the completion certificate/letter with signed contract supporting documents such as Purchase Orders, agreement letters or contract.</p>	Copy of Completion certificates/letters		40%

	2.2	<p>Civil Engineering Technician</p> <p>The contractor or sub-contractor shall provide a CV of a Civil Technician with at least National Diploma in Civil Engineering or Equivalent qualification (NQF level 6) in the same Civil Engineering trade. The CV shall reflect at least 3 years of experience in Civil Engineering or construction related experience. The experience shall reflect start and end months and years</p>	A copy of qualification Certificates and CV		35%
	2.3	<p>Civil Scope Method Statement</p> <p>The contractor or sub-contractor shall provide a detailed method statement demonstrating how the works stipulated in the technical specification will be carried out. The method statement shall cover the minimum key points;</p> <ul style="list-style-type: none"> • Preparation • Plumbing • Carpentry • Steel structural works • Partitioning • Demolition 	Method Statement of the minimum evaluation criteria requirements		25%
3	Electrical Engineering Requirements				30%
	3.1	<p>The Contractor shall submit a CV of the electrician who will be fully involved in the electrical installation and wiring work. This person should be a trade tested electrician. The Electrician shall have at least a minimum of 10 years of experience.</p>	CV with relevant experience and trade test		20%

	3.2	Submit proof of jobs completed of a similar nature, with references	Copy of Completion certificates/letters		20%
	3.3	Submit a CV of the electrical person who will issue the CoC certificate. Minimum of 8 years as installation electrician and submits previous CoCs that was done by him/her.	Installation electrician certificate, relevant experience and previous copies of CoCs.		20%
	3.4	The Contractor supplies a letter stating that he is aware of section 4.2.1 section B, and he shall comply with it. Letter should have the company letter head, name of person and signature.	Letter		20%
	3.5	The Contractor should submit a CV of the person with professional ECSA registration as an Electrical Engineer/Technologist/Technician who will approve all the electrical designs for this scope. Minimum of 5 years' experience.	CV of ECSA registered electrical person.		20%
4	Mechanical Engineering (HVAC) Requirements			15%	
	4.1	Provide at least 3 completion certificates or letters for handling refrigerant.	Copy of Completion certificates/letters		50%
	4.2	Technician to have proof of safe handling of refrigerant. CV reflects at least 5 years of relevant experience.	CV indicating the qualifications of the technician.		50%
				TOTAL: 100	

Table 4: Qualitative Technical Evaluation Scoring criterion

Qualitative Technical Evaluation returnable		Score [0,2,4,5]	Scoring Criteria
1	General Requirements		
1.1	Project/Construction Manager		5 = CVs and qualifications submitted, CV reflecting 3 or more years of relevant work experience (5 or more years for Technical Qualification). 4 = CVs and qualifications submitted, CV reflecting 2 or more but less than 3 years of relevant work experience (3 or more but less than 5 for technical qualification). 2 = CVs and qualifications submitted, CV reflecting 1 or more but less than 2 years of relevant work experience (1 or more but less than 3 for technical qualification). 0 = No Submission or incomplete submission or CV reflecting less than 1 year of relevant experience.
1.2	Site Organogram		5 = Organogram that covers all key skills, indicating name of a personnel 4 = Organogram that covers at least 3 key skills, indicating names of personnel 2 = Organogram that only covers 2 key skills, indicating names of personnel 0 = Organogram does not cover all key skills or doesn't indicate name of personnel
2	Civil Engineering Requirements		
2.1	Previous Similar Civil Engineering Projects		5 = 3 or more verifiable proof of similar completed projects 4 = 2 verifiable proofs of similar completed projects. 2 = 1 verifiable proof of similar completed project 0 = No submission or submitted proof of previous completed project which are not complying with the requirement.
2.2	Civil Engineering Technician		5 = CVs and qualifications submitted, CV reflecting 3 or more years of relevant work experience. 4 = CVs and qualifications submitted, CV reflecting 2 or more but less than 3 years of relevant work experience. 2 = CVs and qualifications submitted, CV reflecting 1 or more but less than 2 years of relevant work experience.

			0 = No Submission or incomplete submission or CV reflecting less than 1 year of relevant experience.
2.3	Civil Scope Method Statement		5 = Work Method Statement submitted with an execution plan. Detailed method statement that covers all the key points of the scope of work 4 = Work Method Statement submitted, missing 2 of the key points. 2 = Work Method Statement submitted, missing 4 or more of the key points 0 = Work Method Statement submitted does not cover any of the key points / no submission
3	Electrical engineering requirements		
3.1	CV of electrician		5 = CVs and qualifications submitted, CV reflecting 10 or more years of relevant work experience and trade test. 4 = CVs and qualifications submitted, CV reflecting 7 or more years of relevant work experience and trade test. 2 = CVs and qualifications submitted, CV reflecting 5 or more years of relevant work experience and trade test. 0 = No Submission.
3.2	Track records of similar work done		5 = 3 or more verifiable proof of similar completed projects 4 = 2 verifiable proof of similar completed projects. 2 = 1 verifiable proof of similar completed project 0 = No submission or submitted proof of previous completed project which are not complying with the requirement.
3.3	CV of installation electrician		5 = CVs and qualifications submitted, CV reflecting 8 or more years as a installation electrician and copies of 5 or more CoCs submitted. 4 = CVs and qualifications submitted, CV reflecting 5 or more years as installation electrician and copies of 3 or more CoCs submitted. 2 = CVs and qualifications submitted, CV reflecting 3 or more as installation electrician and copies of 1 or more CoCs submitted. 0 = No Submission
3.4	Letter		5 = Letter submitted 0 = No Submission.
3.5	CV of ECSA professional registration person for electrical.		5 = CVs and qualifications submitted, reflecting professional registration with ECSA, and 5 or more years of electrical experience. 4 = CVs and qualifications submitted, reflecting professional ECSA registration and 3 or more years of electrical experience. 2 = CV and qualifications submitted, reflection professional ECSA registration and 2 or more years of electrical experience. 0 = No Submission or incomplete submission.

4	Mechanical Engineering (HVAC) Requirements		
4.1	Experience		<p>5 = List of previous 3 or more completed projects of split aircons installations (Attach proof of order received, with references).</p> <p>4 = List of previous 2 completed projects of split aircons installations (Attach proof of order received, with references).</p> <p>2 = List of previous 1 completed project of split aircons installations (Attach proof of order received, with references).</p> <p>0 = No list of completed projects attached.</p>
4.2	Technician to have proof of safe handling of refrigerant		<p>5 = Copy of certificate.</p> <p>0 = No Copy of certificate submitted.</p>

TET MEMBER RESPONSIBILITIES

Table 5: TET Member Responsibilities

Mandatory Criteria Number	TET 1	TET 2	TET 3
N/A			
Qualitative Criteria Number	TET 1	TET 2	
1.1	X	X	X
1.2	X	X	X
2.1	X		
2.2	X		
2.3	X		
3.1			X
3.2			X
3.3			X
3.4			X
3.5			X
4.1		X	
4.2		X	

3.5 FORESEEN ACCEPTABLE / UNACCEPTABLE QUALIFICATIONS

3.5.1 Risks

Table 6: Acceptable Technical Risks

Risk	Description
1.	

Table 7: Unacceptable Technical Risks

Risk	Description
1.	
2.	
3.	
4.	

3.5.2 Exceptions / Conditions

Table 8: Acceptable Technical Exceptions / Conditions

Risk	Description
1.	
1.	
2.	
3.	
4.	
5.	

6.	
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Table 9: Unacceptable Technical Exceptions / Conditions

Risk	Description
1.	
2.	

4. AUTHORISATION

This document has been seen and accepted by:

Name	Designation	
Sibonokuhle Tapala	Senior Engineer: Auxiliary Engineering	
David Chetty	Electrical System Engineer	

5. REVISIONS

Date	Rev.	Compiler	Remarks
February 2024	A	V Chirwa	Draft document
February 2024	B	V Chirwa	HVAC and Electrical requirement incorporate
February 2024	0	V Chirwa	Final Document for Authorisation
June 2025	0.1	V Chirwa	Removal of fire detection system requirements and updating of Electrical engineering requirements
June 2025	1	V Chirwa	

6. DEVELOPMENT TEAM

The following people were involved in the development of this document:

Sibonokuhle Tapala

D Chetty

7. ACKNOWLEDGEMENTS

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