



Tender Technical Evaluation Strategy

FLEET MANAGEMENT
SERVICES TUTUKA
POWER STATION

Title: **Transportation of employees from Morgenzon to Tutuka Power Station, and back to Morgenzon, for a period of 60 months Using 2 x 14-Seater Toyota Quantum GL**

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CONTENTS

	Page
1. INTRODUCTION	3
TUTUKA POWER STATION PROVIDES HOME-WORK-HOME TRANSPORTATION TO ITS EMPLOYEES STAYING IN VARIOUS AREAS DAILY. THERE ARE EMPLOYEES WHO STAY IN MORGENZON THAT MUST BE TRANSPORTED TO AND FROM WORK.	3
2. SUPPORTING CLAUSES	3
2.1 SCOPE	3
2.1.1 Purpose	3
2.1.2 Applicability	3
2.2 NORMATIVE/INFORMATIVE REFERENCES	3
2.2.1 Normative	3
2.2.2 Informative	4
National Road Traffic Act (NRTA) and NRTR (National Road Traffic Regulations).	4
Classification	4
2.3 ABBREVIATIONS	4
2.4 ROLES AND RESPONSIBILITIES	4
2.4.1 End User	4
2.4.2 Fleet Officer	4
2.4.3 Service Manager	4
2.5 PROCESS FOR MONITORING	4
3. TENDER TECHNICAL EVALUATION STRATEGY	4
3.1 TECHNICAL EVALUATION THRESHOLD	4
3.2 TET MEMBERS	5
MANDATORY TECHNICAL EVALUATION CRITERIA	6
QUALITATIVE TECHNICAL EVALUATION CRITERIA	7
3.3 PHASE 2: VEHICLE INSPECTION	8
3.4 NOTE: ONLY TENDERERS WHO MEET THE 100% THRESHOLD FOR PHASE 2 SHALL BE FURTHER EVALUATED TET MEMBER RESPONSIBILITIES	10
3.5 FORESEEN ACCEPTABLE / UNACCEPTABLE QUALIFICATIONS	11
3.5.1 Risks	11
3.5.2 Exceptions / Conditions	11
4. AUTHORISATION	13
5. REVISIONS	13
6. DEVELOPMENT TEAM	13

TABLES

Table 1: TET Members	5
Table 2: Mandatory Technical Evaluation Criteria	6
Table 3: Qualitative Technical Evaluation Criteria	7
Table 4: TET Member Responsibilities	10
Table 5: Acceptable Technical Risks	11
Table 6: Unacceptable Technical Risks	11
Table 7: Acceptable Technical Exceptions / Conditions	11
Table 8: Unacceptable Technical Exceptions / Conditions	12

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1. INTRODUCTION

Tutuka Power Station provides home-work-home transportation to its employees staying in various areas daily. There are employees who stay in Morgenzon that must be transported to and from work.

2. SUPPORTING CLAUSES

2.1 SCOPE

This scope covers all the relevant documentation necessary to do a technical evaluation.

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

Fleet Management 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 <or>
- [2] ISO 9000 Quality Management Systems
- [3] 240-55944466 Supplier Contract Quality Requirement's Specification
- [4] QM 58 Supplier Contract Quality Requirements
- [5] 240-48929482 Tender Technical Evaluation Procedure (Transmission and Distribution)
- [6] 32-1033 Eskom Procurement and Supply Chain Management Policy
- [7] 32-1034 Eskom Procurement and Supply Management Procedure
- [8] 240-101864556 Eskom Fleet procedure
- [9] 32-1279 Eskom Fleet policy
- [10] 240-62946386 Driver and Vehicle Safety Management Procedure
- [11] 32-345 Eskom Vehicle Safety Specification
- [12] 240-62196227 Eskom Life Saving Rules Standard
- [13] National Road Traffic Act 93 of 2008

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2.2.2 Informative

National Road Traffic Act (NRTA) and NRTR (National Road Traffic Regulations).

Classification

2.3 ABBREVIATIONS

Abbreviation	Description
NEC	New Engineering contract
QC	Quality Control
SOW	Scope Of Work
ID	Identity Document
PrDP	Professional Driving Permit
COF	Certificate of Fitness
NCAP	New Car Assessment Programme
SOE	State Owned Enterprise
ABS	Anti-Lock Braking System
SANS	South African National Standards

2.4 ROLES AND RESPONSIBILITIES

2.4.1 End User

Responsible in ensuring that a regular, timely and reliable transport service will be provided for the employees of Morgenzon.

That the vehicles will meet all the Eskom requirements.

That the vehicles will be service and repaired timeously and kept in excellent conditions

2.4.2 Fleet Officer

Must ensure that the service provider is managed in line with this scope and the subsequent NEC document to be developed.

2.4.3 Service Manager

Must ensure supervision of the overall contract to ensure compliance.

2.5 PROCESS FOR MONITORING

There will be no average score between TET members. Each member must evaluate all the applicants.

3. TENDER TECHNICAL EVALUATION STRATEGY

3.1 TECHNICAL EVALUATION THRESHOLD

The technical evaluation shall consist of two phases: **Phase 1** and **Phase 2**.

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Phase 1

This phase comprises Mandatory and Qualitative evaluation criteria. The minimum weighted score required for a tender to be considered technically acceptable in Phase 1 is **70%**

Phase 2

In this phase, both minibuses shall be inspected by Eskom Fleet Department representatives. The inspection will assess vehicle components in accordance with the Eskom Vehicle Safety Policy. The final score required for a tender to be considered technically acceptable in Phase 2 is **100%**

Note: Only tenderers who meet the 100% threshold in phase 2 will be further evaluated

3.2 TET MEMBERS

Table 1: TET Members

TET number	TET Member Name	Designation
TET 1		Officer, Fleet
TET 2		Officer, Business Administration

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MANDATORY TECHNICAL EVALUATION CRITERIA

Table 2: Mandatory Technical Evaluation Criteria

	Mandatory Technical Criteria Description	Reference to Technical Specification / Tender Returnable	Motivation for use of Criteria
1.	The service provider shall submit a valid operating licence to provide a public transport service.	• A valid Operator's Permit issued and approved by the South African Department of Transport or the relevant Provincial Department of Transport. • A letter from the Standerton taxi association to which the contract applies, confirming that the service provider is a <u>member</u> of this taxi association.	• Public transport operators are required by law to hold a valid operating licence or permit to provide public transport services. • Taxi operators who do not belong to the Standerton Taxi Association will not be considered because we do not want any unrest and violence, thereby posing a safety risk to passengers.

QUALITATIVE TECHNICAL EVALUATION CRITERIA

Table 3: Qualitative Technical Evaluation Criteria

No.	Evaluation Criterion	Description	Tender Returnable	Scoring Methodology	Criteria Weight
1	Company Experience	Contractor to have a proven track record in the provision of employee or public transport services	Reference letters on Client's letter head or Reference letter from the local taxi association	- Letter confirming 5+ years' experience 5 pts - Letter confirming 3-4 years' experience 4 pts - Letter confirming 1-2 years' experience 2 pts - No letter confirmation/no experience 0 pts	10%
2	Vehicles allocation: 2 x fourteen (14) seaters Toyota Quantum GL				30%
2 1	Vehicle 1	1 x fourteen (14) seaters Toyota Quantum GL	- Vehicle registration certificate - A confirmation letter or proof from the tracking company	- Vehicle is less than 1 year old, with 0km – 15 000km and has a tracking device 5 points - Vehicle is less than 2 years old, with no more than 40,000km and has a tracking device 4 pts - Vehicle is older than 2 years but less than 3 years, with less than 60 000km and a has a tracking device 2 pts - Vehicle older than 3 years 0 pts	15%
2 2	Vehicle 2	1 x fourteen (14) seaters Toyota Quantum GL	- Vehicle registration certificate - A confirmation letter or proof from the tracking company	- Vehicle is less than 1 year old, with 0km – 15 000km and has a tracking device 5 points - Vehicle is less than 2 years old, with no more than 40,000km and has a tracking device 4 pts - Vehicle is older than 2 years but less than 3 years, with less than 60 000km and a has a tracking device 2 pts - Vehicle older than 3 years 0 pts	15%
3	Roadworthiness	Ensure Vehicles are Roadworthy	2 x Roadworthy Certificates for all assigned vehicles	2 x Roadworthy Certificates 5 Pts - No Roadworthy Certificates 0 Pts	10%

4	Vehicle Maintenance History	Ensure vehicles are maintained and are in good working condition.	Maintenance records for each assigned vehicle	- Full maintenance or service history records for all 2 assigned vehicles: 5 Pts - No full maintenance or service records: 0 Pts	10%
5	Driver Qualifications & Training				30%
5.1	Driver 1	Qualification and safety training.	1 x valid driver's licence (Min C1) - PrDP	- Driver has a valid driver's licence, PrDP (PDP): 5 pts - Driver has a valid driver's licence only: 0 pts	15%
5.2	Driver 2	Qualification and safety training.	1 x valid driver's licence (Min C1) - PrDP	- Driver has a valid driver's licence, PrDP (PDP): 5 pts - Driver has a valid driver's licence only: 0 pts	15%
6	Passenger liability insurance	The Contractor provides proof that they have a valid passenger liability insurance.	Proof of confirmation from insurance company	- Proof of confirmation from insurance company: 5 - No Proof of confirmation from insurance company: 0	10%

3.3 PHASE 2: VEHICLE INSPECTION

In this phase, both minibuses shall be inspected. The inspection will assess vehicle components in accordance with the requirements of the Eskom Vehicle Safety Specification 32-345. The final score required for the tenderer to be considered technically acceptable in phase 2 is 100%. The evaluation will cover the following items:

- SANS approved three points Safety Belts for each seat – 5 points
- No fold-up or Jockey seats – 5 points
- 2 x Triangles – 5 points
- First Aid Kit – 5 points
- Spare Wheel, Wheel Spanner & Jack – 5 points
- Fully Serviced Fire Extinguisher – 5 points
- Functional Gauges & Hooter – 5 points

Transportation of employees from Morgenzon to Tutuka Power Station, and back to Morgenzon, for a period of 60 months Using 2 x 14-Seater Toyota Quantum GL

Unique Identifier	559-688390643
Revision	2
Page	9 of 13

- Indicator, brake lights and headlamps – 5 points
- Mirrors, Obstruction free Windscreen & Wipers – 5 points
- Valid License Disc – 5 points
- Driver and Passenger airbag – 5 points
- Factory Fitted Air Conditioner – 5 points
- A speed warning sign shall be displayed on the back of the minibus in accordance with the National Road Traffic Act – 5 points
- Yellow reflective tape fitted in accordance with the National Road Traffic Act requirements – 5 points
- The tyres complying with the manufacturer's specifications for commercial use No two different makes or model may be fitted on the front axle
- The front tyres should always be the same – 5 points
- Vehicle is not a conversion from any type of vehicle into minibuses – 5 points
- A sign affixed to the vehicle to indicate that the minibus is equipped to transport people with disabilities – 5 points
- The driver's seat shall be adjustable and partitioned in accordance with the National Road Act Specification – 5 points
- The minibus shall have at least have one emergency exit for every 12 passengers – 5 points
- Legitimate Service Book/Log with traceable history to an accredited provider – 5 points

Total: 100%

The availability of each of the above-mentioned items will account for a full score The non-availability of any of the above-mentioned items will account for zero score for that item These are crucial safety compliance requirements

Note: Only tenderers who meet the 100% threshold for phase 2 shall be further evaluated

3.4 NOTE: ONLY TENDERERS WHO MEET THE 100% THRESHOLD FOR PHASE 2 SHALL BE FURTHER EVALUATED 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
1	X	X
Qualitative Criteria Number	TET 1	TET 2
1	X	X
2	X	X
3	X	X

3.5 FORESEEN ACCEPTABLE / UNACCEPTABLE QUALIFICATIONS

3.5.1 Risks

Table 5: Acceptable Technical Risks

Risk	Description
1	None

Table 6: Unacceptable Technical Risks

Risk	Description
1	A service provider operating in a different route than where the vehicles will be operating in as this will expose the passengers to possible taxi violence
2	Vehicles older than 3 years
3	Drivers with no driver's licence and PrDP
4	Vehicle without a tracking device
5	Vehicles with no service history

3.5.2 Exceptions / Conditions

Table 7: Acceptable Technical Exceptions / Conditions

Risk	Description
1	After a tender is awarded, the contractor's vehicles will be physically inspected They will have to adhere to the Eskom Vehicle Safety Specification Document Identifier 32-345 before starting the contract and the Scope of Work <u>The acceptable exceptions will be</u> 1 1 Curtains and blinds – the windows can be tinted instead 1 2 "Alarm/immobiliser – factory-fitted" It will be the prerogative of the contractor to safeguard his vehicle
2	Referring to Scope of Work ADDITIONAL REQUIREMENTS FOR DRIVERS Buses must be fitted with an active tracking system

Table 8: Unacceptable Technical Exceptions / Conditions

Risk	Description
1.	None

4. AUTHORISATION

This document has been seen and accepted by

Name	Designation
	Officer, Fleet
	Officer, Business Administration
	Manager, Business Support Services
	Manager, Risk and Assurance (Acting)

5. REVISIONS

Date	Rev.	Compiler	Remarks
February 2026	1		New document
February 2026	1		New document
February 2026	1		New document

6. DEVELOPMENT TEAM

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