

ANNEXURE E

EVALUATION CRITERIA

PHASE 1

1. Mandatory Evaluation Criteria

At this phase bidders must submit the required supporting documents to substantiate compliance to the following requirement. It must be noted that if the Bidder does not meet any of the requirements, the bidder will be disqualified and not be evaluated.

No.	MANDATORY	Comply	Not Comply
1.1	The service provider must submit a Letter of Good Standing with the Compensation for Occupational Injuries and Diseases (Act. No 130 of 1993 and Act. No 61 of 1997) (COIDA). Submit a valid copy		
	Substantiate / Comments		
No.	MANDATORY	Comply	Not Comply
1.2	Provide copies of last signed check sheets for each type of mechanical tool (visual checks). Submit a valid copy		
	Substantiate / Comments		
No.	MANDATORY	Comply	Not Comply
1.3	Provide copies of last certification samples of each category of rigging equipment. Submit a valid copy		

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	Substantiate / Comments		
No.	MANDATORY	Comply	Not Comply
1.4	Provide copies of last certification/ checks done on pneumatic and hydraulic equipment (1 sample for each type). Submit a valid copy		
	Substantiate / Comments		
No.	MANDATORY	Comply	Not Comply
1.5	Provide copies of last validation certification for welding equipment. Submit a valid copy		
	Substantiate / Comments		

PHASE 2

2. Technical Evaluation Criteria

Bidders will be evaluated according to the below technical evaluation criteria. Minimum Technical Threshold is **70%**. It must be noted that if the Bidder does not meet the **70%** minimum threshold, the bidder will be disqualified and not be evaluated further.

2.1 EXPERIENCE AND TRACT RECORD			
Technical Information	Scoring	Proof of documents	Weighting Percentage
COMPANY EXPERIENCE		Reference Letters	40%

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The bidder must have successfully implemented similar projects relating to the hiring of tools and equipment, specifically in the Refinery or Manufacturing Environment in the past five years (2020 to date). Bidder to provide positive reference letters not older than ten (10) years as proof of previous projects implemented. Reference letters must be on a client's letterhead, have client's contact details (Email & contact number) and be signed off by the client.			
5 years or more experience with relevant certification provided.	5		
4 years' experience with relevant certification provided.	4		
3 years' experience with relevant certification provided.	3		
2 years' experience with relevant certification provided.	2		
1 year experience with relevant certification provided.	1		
0 relevant transaction	0		
2.2 RELEVANT KEY PERSONNEL			
Technical Information	Scoring	Proof of documents	Weighting Percentage
Key Personal (Technician) The contractor's Technicians responding to faults/breakdowns needs to have relevant experience in the project of interest. The technician must have 5 years of experience in this category completed satisfactorily over the past 5 years with contactable references.		Technicians CV and qualification/s	25%

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Bidder to provide the following: Technicians CV and qualification/s. All the certificates must be certified			
Technical Approach & Methodology addresses 5 listed points	5		
Technical Approach & Methodology addresses 4 listed points	4		
Technical Approach & Methodology addresses 3 listed points	3		
Technical Approach & Methodology addresses 2 listed points	2		
Technical Approach & Methodology addresses 1 listed points	1		
No Technical Approach & Methodology submitted	0		
2.3 OCCUPATIONAL HEALTH AND SAFETY (OHS) FILE			
Technical Information	Scoring	Proof of documents	Weighting Percentage
OHS FILE The bidder must provide a Comprehensive OHS File specific to Refineries or Manufacturing Firms including: - Risk assessments for each type of equipment to be supplied. - Safety procedures for equipment operation and maintenance. - Emergency response plans		OHS File	10%
The plan addresses all three (3) of the listed elements.	5		
The plan addresses a few/some of the three (3) listed components.	4		
No plan provided or severely lacking in crucial areas.	3		

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2.4 TECHNICAL APPROACH AND METHODOLOGY			
Technical Information	Scoring	Proof of documents	Weighting Percentage
TECHNICAL APPROACH/METHODOLOGY The bidders technical approach needs to be clear on the following: • Detailed plan for equipment mobilization and demobilization, including timelines • Comprehensive maintenance and servicing schedule for hired equipment. • Approach to ensuring equipment availability and reliability, including redundancy plans • Contingency plans for equipment breakdowns or emergencies. • Proposed reporting and communication structures with SANPC Refinery.		Proposed Methodology	25%
Comprehensive plan covering all aspects (mobilization, maintenance, availability, contingencies, reporting) with clear timelines and innovative approaches.	5		
Good plan covering most aspects with reasonable timelines and some innovative approaches.	3		
No plan provided or severely lacking in crucial areas.	0		

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PHASE 3

3. Commercial evaluation (Price and Specific goals scoring)

Evaluation Criteria	Final Weighted Scores
Price	80
Specific goals	20
TOTAL SCORE:	100

A maximum of 20 points will be awarded to a tenderer for specific goals specified for the tender/RFQ as follows:

Specific goals	Points
Historically disadvantaged individual (HDI)	
Enterprises with ownership of 51% or more by person/s who are black	10
Enterprises with ownership of 51% or more by person/s who are women	5
Enterprises within eThekweni Metro	3
Enterprises within the KZN borders	2
Total	20

Tenderer must submit their B-BBEE certificate issued by an authorized body or person or a B-BBEE sworn affidavit to claim preference points.

- The points scored for the specific goal must be added to the points scored for price and the total must be rounded off to the nearest two decimal places.
- The contract must be awarded to the tenderer scoring the highest points.
- If two or more tenders score an equal total number of points, the contract must be awarded to the tenderer that scored the highest points for specific goals, and if two or more tenderers score equal total points in all respects, the award must be decided by the drawing of lots.