

EVALUATION CRITERIA

APPOINTMENT OF A PANEL OF SERVICE PROVIDERS TO PROVIDE TRANSACTION ADVISORY SERVICES OVER A PERIOD OF THIRTY-SIX (36) MONTHS.

1. EVALUATION CRITERIA

The bids shall be evaluated in three stages as follows:

1.1 Phase 1

Administrative Evaluation Criteria

Initial Screening Process: At this phase bidder's response are reviewed to check if bidders have responded according to CEF (SOC) Ltd RFP document.

1.2 Phase 2

Mandatory Requirements

At this phase, bidder's responses are reviewed against the below mandatory requirements. **Failure to comply with any of the Mandatory Requirements will lead to the bidder being disqualified, and not being considered for further evaluation on Technical Requirements.**

No.	Professional registration for the Project lead	Comply	Not Comply
1	The Project Lead for each stream must submit a detailed CV and valid Certified Proof of Professional Registration with professional registration. NB: Provide a certificates for the Project lead		
	<u>Finance workstream</u> Chartered Accountant CA (SA)/ Chartered Financial Analyst (CFA)/ Association of Certified Chartered Accountants (ACCA)/Chartered Institute of Management Accountants (CIMA)/ Chartered Global Management Accountant (CGMA), Financial Engineering and Financial Economist and/or equivalent .		
	Substantiate/Comment		

	<u>Legal workstream</u> The legal lead must be registered with a professional body such as the Corporate Counsel Association of South Africa (CCASA), Legal Practice Council and the South African Bar Association and/or equivalent. Must be an expert or have a specialisation in Corporate Assets and/or Ownership structures, Competition Commission & Transaction Agreements, Intellectual property, Insurance, POPI act, etc.		
	Substantiate/Comment		
	<u>Technical (Engineering) workstream</u> Qualified or Competent person on Asset Integrity. The technical lead must be a professionally registered with Engineering Council of South Africa (ECSA) or with South African Council for Project and Construction Management Professions (SACPCMP) and/or equivalent. Must be an expert or have specialisation in Assets Integrity, Inspections, maintenance, Hazard recognition processes and/or systems, etc.		
	Substantiate/Comment		

1.3 Phase 3

TECHNICAL EVALUATION

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. Bidders will be evaluated according to the below technical evaluation criteria.**

Evaluation Criteria	Document as Evidence	Score	Weighting %
1.3.1. Company Profile Company profile must state number of years in business, and records of accomplishments of relevant Transaction Advisory and Due Diligence assignments completed in the Renewable energy and oil and Gas industries.			
>5 Projects completed	List and details of relevant project/s with contactable reference details	5	15%
4 Projects completed		4	
3 Projects completed		3	
2 Projects completed		2	
1 Project completed		1	
No Project completed		0	

Evaluation Criteria	Document as Evidence	Score	Weighting %
1.3.2 Company Experience – Organisation Level The bidder (Lead Transaction Advisor) must have successfully completed similar or related projects(i.e. Transaction Advisory and Due Diligence assignments comprising of Financial, Legal and Technical elements) Each Consortium/partner must provide own references on a client letterhead (incl. their involvement in project and the outcome from each project/transaction).			
5 Proven records and above	Provide reference letter/s on clients' letterhead	5	10%
4 Proven records		4	
3 Proven records		3	
2 Proven records		2	
1 Proven record		1	
0 No record provided		0	

Evaluation Criteria	Document as Evidence	Score	Weighting %
1.3.3 Project structure or Organogram Provide an organogram that proves the Lead Transaction advisor has capacity (supporting key resources and areas of accountability) to execute the Transaction Advisory and Due Diligence assignments in the Renewable energy and Oil and Gas industries.			
Provided detailed organogram where key resources and areas of accountability on the due diligence assignments completed are presented.	Provide an Organogram or Project structure	5	10%
Provided organogram with no key resources and areas of accountability on the due diligence assignments		3	
No detailed organogram provided		0	

2. FINANCE WORKSTREAM

Evaluation Criteria	Document as Evidence	Score	Weighting %
2.1 Project Leads and Workstream leads The bidder should mention who the Project Leads and Workstream Leads are. The project leads and workstream leads should have experience in transaction advisory and due diligence assignments in the Renewable Energy and Oil and Gas industries where he/she was project lead.			
> 10 years of experience in relevant due diligence projects.	Detailed Leads Advisor's CV, list of projects experience and contactable reference details Refer to Table A	5	10%
5 to 10 years of experience in relevant due diligence projects.		3	
< 5 years of experience in relevant due diligence projects.		1	
No experience in similar required due diligence assignments completed.		0	

Evaluation Criteria	Document as Evidence	Score	Weighting %
2.1.1 FINANCE WORK STREAM LEAD (THE BIDDER SHOULD INDICATE / ALLOCATE THE WORKSTEAM LEAD) The Finance Work Stream Lead assigned must have relevant experience in Financial Due Diligence projects. The experience must be in the Renewable Energy and Oil and Gas industries . Please provide CV of the Finance Work Stream Lead clearly listing the name of clients and work previously completed. Note: the following scoring matrix will be used to evaluate this criteria:			
10 and more years' experience in similar projects	Detailed Finance Work Stream Lead CV with contactable reference details	5	7%
> 8 but < 10 years' experience in similar projects		4	
8 years' experience in similar projects		3	
> 5 years but < 8 years' experience in similar projects		2	
5 years of experience in similar projects.		1	
No experience in similar projects		0	

Evaluation Criteria	Document as Evidence	Score	Weighting %
2.1.2 EXPERIENCE OF THE PROPOSED TEAM The Proposed Team assigned to the Finance work stream must have relevant experience in Financial Due Diligence projects in the Renewable Energy and Oil and Gas industries. Please provide CV's of the Proposed Team clearly listing the name of clients and work previously completed. Note: the following scoring matrix will be used to evaluate this criteria:			
8 years and more average combined experience of the team.	CV's of the Proposed Team clearly listing the name of clients and work previously completed	5	5%
> 5 years but < 8 years average combined experience of the team.		4	
5 years average combined experience of the team.		3	
> 3 years but < 5 years average combined experience of the team.		2	
3 years average combined experience of the team.		1	
< 3 years average combined experience of the team.		0	

Evaluation Criteria	Document as Evidence	Score	Weighting %
2.1.3 Team Structure Bidder must provide Finance work stream organogram of the supporting key resources and areas of accountability. NB: The proposed team should have relevant experience in the Financial Due Diligence			
Provided detailed organogram where key resources and areas of accountability on the due diligence assignments completed is presented.	Finance work stream team structure	5	2.5%
Provided organogram with no key resources and areas of accountability on the due diligence assignments		3	
No detailed organogram provided		0	

3. LEGAL WORK STREAM

Evaluation Criteria	Document as Evidence	Score	Weighting %
3.1.1 LEGAL WORK STREAM LEAD (THE BIDDER SHOULD INDICATE / ALLOCATE THE WORKTEAM LEAD) The Legal Work Stream Lead assigned to the project must have relevant experience in Legal Due Diligence in projects. The experience must be in the Renewable Energy and Oil and Gas industries . Please provide CV of the Legal Work Stream Lead clearly listing the name of clients and work previously undertaken and completed. Note: the following scoring matrix will be used to evaluate this criteria:			
8 and more years' experience in similar projects	Detailed Legal Work Stream Lead CV with contactable reference details	5	7%
> 6 but < 8 years' experience in similar projects		4	
5 years' experience in similar projects		3	
> 3 years but < 5 years' experience in similar projects		2	
3 years of experience in similar projects.		1	
No experience in similar projects		0	

Evaluation Criteria	Document as Evidence	Score	Weighting %
3.1.2 EXPERIENCE OF THE PROPOSED TEAM The Proposed Team assigned to the Legal work stream must have relevant experience in Legal Due Diligence projects in the Renewable Energy and Oil and Gas industries . Please provide CV's of the Proposed Team clearly listing the name of clients and work previously completed.			
8 years and more average combined experience of the team.	CV's of the Proposed Team clearly listing the name of clients and work previously completed	5	5%
> 5 years but < 8 years average combined experience of the team.		4	
5 years average combined experience of the team.		3	
> 3 years but < 5 years average combined experience of the team.		2	
3 years average combined experience of the team.		1	
< 3 years average combined experience of the team.		0	

Evaluation Criteria	Document as Evidence	Score	Weighting %
3.1.3 Team Structure Bidder must provide Legal work stream organogram of the supporting key resources and areas of accountability. NB: The proposed team should have relevant experience in the Legal Due Diligence			
Provided detailed organogram where key resources and areas of accountability on the due diligence assignments completed are presented.	Legal work stream team structure	5	2.5%

Provided organogram with no key resources and areas of accountability on the due diligence assignments		3	
No detailed organogram provided		0	

4. ENGINEERING OR TECHNICAL WORK STREAM

Evaluation Criteria	Document as Evidence	Score	Weighting %
4.1.1 ENGINEERING OR TECHNICAL WORK STREAM LEAD (THE BIDDER SHOULD INDICATE / ALLOCATE THE WORKSTEAM LEAD) The Technical Work Stream Lead assigned to the project must have relevant experience in Technical Due Diligence projects. The experience must be in the Renewable Energy and Oil and Gas industries . Please provide CV of the Technical Work Stream Lead clearly listing the name of clients and work previously completed. Note: the following scoring matrix will be used to evaluate this criteria:			
10 and more years' experience in similar projects	Detailed Technical Work Stream Lead CV with contactable reference details	5	7%
> 8 but < 10 years' experience in similar projects		4	
8 years' experience in similar projects		3	
> 5 years but < 8 years' experience in similar projects		2	
5 years of experience in similar projects.		1	
No experience in similar projects		0	

Evaluation Criteria	Document as Evidence	Score	Weighting %
4.1.2 EXPERIENCE OF THE PROPOSED TEAM The Proposed Team assigned to the Technical work stream must have relevant experience in Technical Due Diligence projects in the Renewable Energy and Oil and Gas industries . Please provide CV's of the Proposed Team clearly listing the name of clients and work previously completed.			
8 years and more average combined experience of the team.	CV's of the Proposed Team clearly listing the name of clients and work previously completed	5	5%
> 5 years but < 8 years average combined experience of the team.		4	
5 years average combined experience of the team.		3	
> 3 years but < 5 years average combined experience of the team.		2	
3 years average combined experience of the team.		1	
< 3 years average combined experience of the team.		0	

Evaluation Criteria	Document as Evidence	Score	Weighting %
4.1.3 Team Structure Bidder must provide Technical work stream organogram of the supporting key resources and areas of accountability. NB: The proposed team should have relevant experience in the Technical Due Diligence			
Provided detailed organogram where key resources and areas of accountability on the due diligence assignments completed are presented.	Technical work stream team structure	5	2.5%

Provided organogram with no key resources and areas of accountability on the due diligence assignments		3	
No detailed organogram provided		0	

Evaluation Criteria	Document as Evidence	Score	Weighting %
5. Methodology and Project Management Provide a written approach and methodology with indicative project timelines that the bidder will use to deliver the scope or requirements. NB: Bidders may use the previous transactions or projects to present to respond to this section.			
The proposal meets all the criteria listed in the brief. The proposed methodology is detailed and well-conceived, has made allowance for key aspects and risk areas. Some degree of innovation has been introduced	Methodology (5. Work packages/Deliverables)	5	6%
The proposal meets most of the criteria listed in the brief. The proposed methodology is in line with standard practice, covers the key aspects (less than 9).		3	
The proposal does not address many of the criteria identified in the brief. The methodology is weak in important areas.		0	

Evaluation Criteria	Document as Evidence	Score	Weighting %
6. Execution Plan The bidder must demonstrate through understanding of the objectives and deliverables of this assignment by providing a comprehensive execution plan to be utilised.			
Comprehensive execution plan addressing the deliverables	Execution Plan	5	5%
Detailed execution plan adequately addressing the deliverables.		4	
Generic execution plan adequately addressing the deliverables		3	
Minimal execution plan adequately addressing the deliverables		2	
Plan not addressing the deliverables or no plan submitted		1	
No Plan Provided		0	

TABLE A: CONTACTABLE REFERENCE DETAILS

YEAR	COMPANY NAME	BRIEF DESCRIPTION OF WORK EXECUTED	PROJECT VALUE	CONTACT PERSON/EMAIL & CELLPHONE