

	Detailed desktop evaluation Annexure AB	Template Identifier	240-0	Rev	0
		Effective Date			
		Review Date			

Requirements	Calculation of score	Score (Weight) (%) (Formula=Pts scored x 100 / weight = % received)
Turnaround time: Provide confirmation letter for the time it takes to deliver goods after receiving the purchase order	<5 days: Pts 10	10
	>5 days: Pts 5	
Tender on priority items as indicated in tender document. Total priority items = 27	Tender on priority items 90 to 100% Pts 15	15
	Tender on priority items 80 to 90% Pts 5	
	Tender on priority items less than 80% Pts 0	
Delivery to all sites as mentioned in tender documents. Indicate in a letterhead or letter.	Deliver to all sites: Pts 10	10
	Deliver to in JHB and other two sites: Pts 5	
Tendered pricing must include delivery cost.	Tendered pricing includes delivery cost: Pts 10	10
	Tendered pricing does not include delivery cost: Pts 0	
Provide a sample of the actual tins and nitrile seals with tender	Provide a sample of the tins and nitrile seals with tender: Pts 25	25
	Not provided a sample of the actual tins and nitrile seals with tender: Pts 0	
Provide a sample of the labels required according to table 2 and 3.	Provide a sample label required according to the defined specification on section 6.3: Pts 15 or	15
	Confirm in a letterhead that the required sample label will be manufactured using material according to stipulated specification under section 6.3: Pts 10	

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Provide 3 reference letters from customers where similar work has been provided in the past three years.	Provide 3 reference letters from customers where similar work was done: Pts 15	15
	Provide 2 reference letters from customers where similar work was done: Pts 10	
	Provide less than 2 reference letters from customers where similar work was done: Pts 0	
TOTAL		100
TRESHOLD (75%)		