

ANNEXURE G

EVALUATION CRITERIA

APPOINTMENT OF A PANEL OF SERVICE PROVIDERS TO PROVIDE REMUNERATION AND REWARDS CONSULTATION SERVICES OVER A PERIOD OF 36 MONTHS.

1. EVALUATION CRITERIA

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

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. Minimum Technical Threshold is **70%**.

Evaluation Criteria	Document as Evidence	Score	Weighting %
1.2.1. Experience of a bidder in conducting salary benchmark survey using national and extractive industry data. Bidders must provide reference letters of salary benchmark conducted for clients in the past 5years. The reference letter must be on the client's letterhead and must include the contact person and their details. NB: Bidder must indicate the names and industry of their clients. If the client is an State Owned Entity, kindly indicate the schedule. Refer on Table A			
Five reference letters or more	Reference letter(s) with contactable details	5	10%
Four reference letters		4	
Three reference letters		3	
Two reference letters		2	
One reference letters		1	
Zero reference letters		0	

Evaluation Criteria	Document as Evidence	Score	Weighting %
1.2.2. The bidding company must have a comprehensive survey Energy NB: Bidder must indicate the names and industry of their clients. If the client is an State Owned Entity, kindly indicate the schedule. Refer on Table A			
Database consists of 16 or more companies within Extractive Industries (Mining, Oil& Gas, Chemical, energy)	Bidder to share the list of companies in their survey database	5	25%
Database consists of 11 to 15 companies from Extractive Industry		4	
Database consists of 6 to 10 companies from Extractive Industry		3	
Database consists of 1 to 5 companies from Extractive Industry		2	
Database consists of NO companies from Extractive Industry		1	
NO Database submitted			

Evaluation Criteria	Document as Evidence	Score	Weighting %
1.2.3. The bidding company must have a comprehensive survey database that has companies from the Extractive industry (Schedule 2 and their subsidiaries).			
Database consists of 16 or more Schedule 2 State Owned entities from different industries	Bidder to share the list of companies in their survey database	5	25%
Database consists of 11 to 15 Schedule 2 State Owned entities from different industries		4	
Database consists of 6 to 10 Schedule 2 State Owned entities from different industries		3	
Database consists of 1 to 5 Schedule 2 State Owned entities from different industries		2	

Database consists of NO Schedule 2 State Owned entities from different industries	1
NO Database submitted	

Evaluation Criteria	Document as Evidence	Score	Weighting %
1.2.4. Bidder must provide comprehensive market data on compensation and benefits, which clients can easily access through a web, based online platform to view survey results, compare jobs and draw ad-hoc reports.			
Online platform with comprehensive market data on compensation and benefits where data is updated every three months	Letter from the service provider to be submitted where they must articulate the frequency updating their market data	5	10%
Online platform with comprehensive market data on compensation and benefits where data is updated every six months		3	
Online platform with comprehensive market data on compensation and benefits where data is updated every 12 months		1	
Does not have an online platform		0	

Evaluation Criteria	Document as Evidence	Score	Weighting %
1.2.5. Bidder's lead consultant must have experience in conducting Job profiling and providing a web based job evaluation system to accurately grade every job in an organisation. The system must enable the user to compare job roles their organisation and the market.			
10 Years or more experience	Resume of the lead consultant	5	20%
6 - 9 years' experience		4	
3 - 5 years' experience		3	

2 years' experience		2	
1 years or less experience		1	
No experience provided		0	

Evaluation Criteria	Document as Evidence	Score	Weighting %
1.2.6. Bidder must have experience in conducting additional surveys including: Benefits – Medical aid, Retirement funds, risk benefits, Graduate salaries, Long Service Awards, Acting Allowances			
5 or more required surveys	Bidder to share examples of similar surveys they have conducted	5	10%
4 of the required surveys		4	
3 of the required surveys		3	
2 of the required surveys		2	
1 of the required surveys		1	
0 of the requires surveys		0	

Table A (Bidder's Client Reference)

Name of the client the bidder serviced	Industry of a client (e.g mining, banking, Oil & Gas etc)	If the Client is an SOE, states its PFMA schedule	Services rendered to client