

TENDER EVALUATION CRITERIA - FOR CONDUCTING

CRITERIA DEFINITION	WEIGHTING
1. Company Experience The company demonstrate their experience in conducting contaminated land assessment	
Experience and track record of the bidder with respect to conducting contaminated land assessment and reporting (List of projects including brief description of the services provided and client)	10%
3 years old or less reference letters with company letter heads and endorsed through signatures of the company provided services to, confirming completion of similar scope. (PS. Award letters or completion certificated will not be accepted as reference letters)	20%
2. Technical Capability The company demonstrates their technical capability to handle the scope through a	
Clearly outline step by step method/approach of how you will carry out the scope of work(Provide Method Statements)	20%
Clearly define the schedule of activities to carry out the scope of work and lead time(It should indicate activities required to complete the project as well as the durations it will take to complete those activities)	15%
3. Capacity The company demonstrates the capacity to handle the scope of work in terms of h	
A detailed organogram of personnel to be dedicated to this project (the number of personnel should take into consideration the scale/size of the project). Including Project Managers and Environmental Assessment Practitioner and sampler	10%
Company personnel experience and qualifications relevant to the scope in years (Attach CVs and qualifications) Project Manager - Must Have Project Management	

Project Manager - Must have Project Management Qualifications Environmental Assessment Practitioner- Must have Environmental Science/Management/Monitoring, Chemistry or Natural Science qualification and affiliated with professional body (SACNAPS/EAPASA)	25%
Total	100%

CRITERIA	WEIGHT
Experience	30%
Technical Capability	35%
Capacity	35%
Total	100%
Maximum Threshold	

NAME AND SURNAME	JOB TITLE
Collen manana	Environmental specialist

G CONTAMINATED LAND ASSESSMENT AND REPORTING

SCORE
Assessment and reporting
Bidder has provided a list indicating successful completion of more than 5 similar projects = 10%
Bidder has provided a list indicating successful completion of 3-5 similar projects = 5%
Bidder has provided a list indicating successful completion of less than 3 similar projects =2%
Bidder has not completed any similar project / has not submitted the required information=0%
3 or more relevant and signed reference letters provided = 20%
2 relevant and signed reference letters provided = 10%
1 relevant and signed reference letters provided = 5%
Reference letters not submitted/ reference letters submitted not relevant to the scope=0%
Method statement submitted and Tenderer has demonstrated exceptional knowledge and understanding of contaminated land assessment and reporting =20%
Method statement submitted and Tenderer has demonstrated good knowledge of contaminated land assessment and reporting=15%
Method statement submitted and the Tenderer has demonstrated reasonable knowledge in conducting contaminated land assessment and reporting=10%
Tenderer has submitted the method statement but demonstrated no knowledge in relation to conducting contaminated land assessment and reporting=5%
Tenderer has not submitted the required information/ method=0%
Bidder has submitted a detailed schedule outlining step by step undertaking of the project. =15%
Bidder has submitted incomplete/unclear schedule outlining scope of work for the project . =5%
Bidder has not submitted a schedule for the project.=0%
Human resources. Company personnel experienced in similar scope and have the relevant qualifications
Detailed organogram provided that includes all Project Team members e.g Project Managers and Environmental Assessment Practitioner and sampler=10%
Organogram provided, does not have sufficient resources and its not taking into consideration the scale of the project=5%
Organogram not provided = 0%
Key personnel including: 1. Project Manager with 3 year Experience 2. Environmental Assessment Practitioner (with SACNASP/EAPASA Professional registration) 3. Field Workers with 3 years experience EAP and Project Manager with 3 years or more experience with relevant qualifications =20%

CV and Qualification for Project Manager and Environmental Assessment Practitioner with 3-5 years' experience with relevant qualifications = 25%
CV and qualification for Project Manager and Environmental Assessment Practitioner with (SACNASP/EAPASA Professional registration) with 1- 2 years' experience with relevant qualifications =10%
Generally with relevant qualifications and 0 years experience / with experience but no relevant qualifications =5%
No information submitted or no relevant experience nor relevant qualifications =0%

MAX POINTS
30%
35%
35%
100%
70%

SIGNATURE