

CONFIDENTIAL

APPENDIX B TO  
SUBMISSION FOR THE APPROVAL  
OF MARKET ANALYSIS AND  
EVALUATION CRITERIA FOR  
SELECTION OF LIST OF  
SPECIALISED SERVICE  
PROVIDERS FOR SANITARY  
SERVICES IN SIX (6) PROVINCES

10 JUNE 2026

EVALUATION CRITERIA

**ADMINISTRATIVE AND MANDATORY CRITERIA**

**Omitted information.** The Department of Defence (DOD) reserves the right to call the supplier to complete omitted information or to clarify any matters relating to the bid. In instances where the omitted information does not affect competitiveness, the bidder shall be formally invited to furnish such information. *(Refer to General Bid Condition par 36)*

1. **Phase 1:** Compliance to the mandatory requirements will be done by CPSC Bid Evaluation Committee. Bidders that do not fully comply with the criteria may be eliminated / excluded and will not go to the next phase.

S/No	Criteria	Yes	No
	a	b	c
1	<b>Standard Bid Documents (SBDs) 1, 3, 4, 6.1</b> Failure to fully complete and sign any of the SBD documents attached and submit them in their originality by the closing date and time may be invalidate the bid.		
2	<b>Central Suppliers Database:</b> Bidder/s must submit the latest valid CSD registration full report and it must reflect the following details of the directors, in business status and banking details.		
3	<b>Local Footprint:</b> The sanitary services is needed by units in the six provinces. Bidders are required to submit proof of Address confirming that they have Local footprint in at least one of the listed provinces:  a. Limpopo  b. Gauteng  c. North West  d. Mpumalanga  e. Northern Cape  f. Free State  Bidders who fail to submit such proof will not be considered.		

4	<p><b><u>Financial Capability:</u></b>                  Bidders are required to have the financial capacity to handle projects.</p> <p>Bidders who fail to submit such proof will not be considered</p>		
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2. **Phase 1-Step 2:** Compliance to the mandatory requirements will be done by End User/Client. Bidders are required to submit the following in a form of source document.

S/No	Criteria	b	c
1	<p><b><u>Certification</u></b></p> <p>Bidders are required to include the OHS Certificate of the company or an employee of the company.</p> <p>For every services rendered the Bidder to provide the client with a disposal certificate. Bidders to confirm this in writing.</p> <p>Bidders who fail to submit such proof will not be considered.</p>		
2	<p><b><u>Disposal Site Permit</u></b></p> <p>Bidders must possess a valid permit for a disposal site within the area where they are willing to provide this service.</p> <p>Bidders who fail to submit such proof will not be considered.</p>		
3	<p><b><u>Qualification</u></b></p> <p>A licence for waste removal as authorised under the NEMWA Act 59 of 2008.</p> <p>Bidders who fail to submit such proof will not be considered.</p>		

**FUNCTIONALITY CRITERIA**

2. **Phase 2:** Compliance to functionality and scope of work. Bidders not excluded or invalidated based on Phase 1 **Mandatory Criteria** will be considered for Phase 2. In phase 2 the bids will be evaluated based on the following criteria with a maximum total of eight (8) points allocated for functionality. Bidders must achieve a minimum functionality score of 70% on Phase 2 to be considered for the next Phases of evaluation. All bidders who score less than 70% on Phase 2 will be excluded from the next two phases (Phase 3 and 4) of the evaluation.

<b><u>Functionality Criteria</u></b>	<b><u>Weight</u></b>
a. Experience	03
b. Project Execution Plan	19

Phase 2: Functionality Criteria:			Total
	<b>Functionality Criteria</b>		<b>/22</b>
1.	<b>Experience:</b> Bidders shall be evaluated out of total score of Three (03) points for the experience.	<b>/03</b>	
	1. The company will be awarded Three (03) points for providing a proof of experience in the sanitary services rendering industry. Such experience should be substantiated by means of previous awards (e.g. <b>Government Orders/ Letters of Acceptance</b> ) from the institution were such services has been rendered (more than one (01) awards should be submitted).	<b>/03</b>	
	2. The company will be awarded Two (02) points for providing a proof of experience in the sanitary services rendering industry. Such experience should be substantiated by means of previous awards (e.g. <b>Government Orders/ Letters of Acceptance</b> ) from the institution were such services has been rendered (one (01) award should be submitted).	<b>/02</b>	
	3. Zero points will be awarded for not providing proof of experience in the sanitary service rendering industry.	<b>/00</b>	
2.	<b>Project Execution Plan:</b> Bidders shall be evaluated out of total score of five (05) points for Project Execution Plan. The project execution plan should address the requirements of the attached specification. Emphasis is to be made on points mentioned below.		<b>/19</b>
	<u>Bidders to explain the following:</u>		
	a. How often will the sanitary bin liners be removed and replaced.	<b>/01</b>	
	b. When and how will deep cleaning and sanitization of the SHE-Bins be done.	<b>/01</b>	
	c. How and where will the waste be disposed of.	<b>/01</b>	
	d. What and how will the contingency plan be facilitated in case of national disaster, strike and/riot, sick or on leave to ensure services continue without any interruption.	<b>/01</b>	
	e. How often will the consumables be replenished (Air-freshener, liquid soap, sanitiser and seat wipes, hand towels/jumbo rolls)		
	i. Weekly	<b>/05</b>	
	ii. Bi-weekly	<b>/03</b>	

	<p>iii. Monthly</p>	/01		
	<p><b>Vehicles:</b> If bidders scores zero on any below, they will be disqualified.</p> <p>Bidders to provide proof of vehicle to be used for this service in a form of panel van (Pictures to be provided of the vehicle with number plates visible)</p> <p>a. Bidders who provided pictures with number plates visible /02</p> <p>b. Bidders provided pictures with incorrect vehicle/number plate not visible/did not submit pictures. /0</p> <p>c. Bidder to submit proof of ownership of vehicles:</p> <p>i. ENatis documents in bidder's name /05</p> <p>ii. Lease agreement with copies of ENatis for the leasing company /03</p> <p>iii. Bidders who did not provide proof of ownership of vehicles/ Lease agreements /0</p>			
	<p><b>Equipment:</b> If bidders scores zero on any below, they will be disqualified.</p> <p>Bidders are required to submit colour pictures of the equipment that they will use which includes Heavy duty she-bins (Slimline/Round) /Air-freshener Dispenser (Wall mounted) / Hand Towel/Jumbo roll (Wall mounted/stand) / Toilet Seat Sanitizer Dispenser (Wall mounted) / Hand Soap Dispenser (Wall mounted).</p> <p>a. Bidders who submitted all pictures in colour /03</p> <p>b. Bidders who submitted some or not all colour pictures /01</p> <p>c. Bidders who did not submit any pictures /0</p>			
<p><b>Total Functionality (Bidder must achieve 70% threshold in this criteria)</b></p>				/22

3. **Phase 3: Price. No need for pricing at this stage**