

TECHNICAL EVALUATION SCORECARD: MANAGEMENT OF THE PORT OF PORT ELIZABETH'S GENERAL AND HAZARDOUS WASTE

MANAGEMENT OF THE PORT OF PORT ELIZABETH'S GENERAL AND HAZARDOUS WASTE

Functionality Evaluation Sheet

Bidder Name: _____

Note: Minimum Score / Points Required To Qualify / Pass the Technical Evaluation: 66.67

Nr	Category	Total Weight	Weight	Requirements	Type of Proof / Detail to be submitted	Model Answer
	Scope of Services: Evaluation Criteria					3 - The bidder fully meets requirements and value adding is extensive 2 - Meets critical requirements 1 - Partially meets requirements 0 - Company can not meet, high risk
1	RELIABILITY THROUGH EXPERIENCE OF WASTE MANAGEMENT SERVICES BY THE BIDDER	25.00		Requirements	Type of Proof / Detail to be submitted	Model Answer
1.1	Experience of Bidder on Waste Management (General and Hazardous) Service Provision to TNPA Port of PE		10.00	Bidders are required to demonstrate experience on general and hazardous waste management. The minimum experience required is 5 years	Bidders are required to submit a company profile in a company letterhead indicating experience in general and hazardous waste management services.	0 = Company experience: Not indicated / No submission 1 = Company Experience: Less than 5years 2 = Company Experience: 5years 3 = Company Experience: More than 5years
1.2			5.00	Bidders are required to demonstrate experience on general and hazardous waste management by submitting reference letter/s from clients whom such waste management services were provided. The minimum number of reference letters required is 2 reference letters. The reference letters must as a minimum be in client letterheads, indicate the type / high-level scope of general and hazardous waste management services rendered, contract value & duration and the rating from client if the service provided was good or bad.	Bidders are required to submit signed reference letters that indicate the general and hazardous waste management experience. The reference letters must be in the client's company letterhead/s.	0 = No reference letter / reference letter not in a letterhead /unrelated /bad rated service experience 1 = 1 Signed reference letter indicating good rated waste management service provision 2 = 2 Signed reference letters indicating good rated waste management service provision 3 = More than 2 Signed reference letters indicating good waste management service provision
1.3			10.00	Bidders are required to indicate on the Company Profile: 1. The number of days required to provide waste containers and labour on site from the date of notification of award of Contract. 2. The Turnaround / Collection time for bookings logged with Service Provider Head Office/Logistics /Transportation Department.	The Bidders are required to submit the same company profile as on section 1.1 that will demonstrate the number of days required to provide waste containers and labour on site from the date of notification of award of Contract. The minimum number of days required is 30 days. Bidders are also required to outline on the same company profile the turnaround or collection time for bookings logged with Service Provider Head Office / Logistics / Transportation Department. The minimum hours required is 24 hours.	0 = No submission / No indication of days and / or hours 1 = 31 days or more and >24 hours 2 = 30 days and 24 hours 3 = <30 days and <24 hours
2	EMERGENCY PLAN	25.00		Requirements	Type of Proof / Detail to be submitted	Model Answer
2.1	General and Hazardous Waste Management Emergency Plan		25.00	Bidders are required to demonstrate a minimum of five (5) of the general and hazardous waste management services listed below during emergency conditions. The Emergency Plan should include at least the minimum of the following or more beneficial services during emergency conditions: 1. Number of Extra Skips to be provided. 2. Number of Extra Staff Members to be provided. 3. Number of Extra Vehicles to be provided. 4. Number of Extra Oily Waste Containers to be provided. 5. Number of Extra Drip Trays & Spill Kits is indicated. 6. Turnaround Time of a minimum of 3hours for responding to emergencies to be outlined.	Bidders are required to submit an Emergency Plan to ensure continuous general and hazardous waste management service under emergency conditions. The Emergency Plan can be either on a company letterhead or any format	0 = No Submission 1 = Less than five (5) emergency criteria listed on requirements 2 = Any five (5) emergency criteria listed on requirements 3 = All (6) and more emergency criteria listed on requirements
3	HUMAN RESOURCE PLAN	25.00		Requirements	Type of Proof / Detail to be submitted	Model Answer
3.1	General and Hazardous Waste Management Human Resource Plan		25.00	Bidders are required to submit a Waste Management Human Resource Plan which includes an Organogram that demonstrate the human resources to be deployed as part of the Contract. Secondly a submission of General and Hazardous Waste Management Training Records/Certificates of a minimum four (4) Green Guards, one (1) Site Supervisor that will be part of the Contract and one (1) Spill Response Certificate of any of the human resources to be deployed as part of the contract	Bidders are required to submit: 1. An Organogram that will demonstrate the human resources to be deployed as part of the Contract. 2. General and Hazardous Waste Management Training Records/Certificates of four (4) Green Guards, one (1) Site Supervisor and one (1) Spill Response Certificate of any of the human resources to be deployed as part of the contract	0 = No submission 1 = Plan with Organogram with less than four (4) Green Guards, one (1) Site Supervisor and one (1) Spill Response Certificate 2 = Plan with Organogram with four (4) Green Guards, one (1) Site Supervisor and one (1) Spill Response Certificate 3 = Plan with Organogram with more than four (4) Green Guards, more than one (1) Site Supervisor and more than one (1) Spill Response Certificate
4	RECYCLING/WASTE MINIMIZATION	25		Requirements	Type of Proof / Detail to be submitted	Model Answer
4.1	General and Hazardous Waste Management Recycling or Waste Minimization Programme		25	Bidders are required to submit a Recycling / Waste Minimization Programme that will encompass a minimum of the following recycling or waste minimization activities such as oily waste, plastic and paper or waste minimization initiatives of 3 waste streams	Bidders are required to submit the Recycling or Waste Minimization programme on a company letterhead or any format	0 = No submission 1 = Recycling or Waste Minimization Programme covers only 1 waste minimization or recycling activity 2 = Recycling or Waste Minimization Programme covers recycling of oily waste, plastic and paper or waste minimization initiatives of 3 waste streams 3 = Recycling or Waste Minimization Programme covers recycling of more than the minimum required or waste minimization initiatives of more than 3 waste streams
		100.00	100.00			