

FUNCTIONALITY EVALUATION CRITERIA BREAKDOWN

Description of quality criteria	WEIGH-TING	Sub criteria	MAXIMUM / TOTAL POINTS	MINIMUM THRESHOLD POINTS
		Quality Score		
Bidder's/Company/ Entity Experience	12	3 x Trade Reference Letters (4 points per letter)	12	8
Key Personnel: Qualification	32	Site Supervisor x 1	8	5
		Engineer x 1	8	5
		Technician/Lift Mechanic x 1	8	5
		Technical Assistant x 2 (4 points each)	8	6
Key Personnel: Experience	32	Site Supervisor x 1	8	5
		Engineer x 1	8	5
		Technician/Lift Mechanic x 1	8	5
		Technical Assistant x 2 (4 points each)	8	6
Methodology	24	Procurement Plan of Parts	4	2
		Decommissioning Plan	8	6
		Installation Plan	8	6
		Testing & Commissioning	4	2
TOTAL FUNCTIONALITY POINTS			100	66
Bidders must score the minimum threshold points per criteria AND a minimum total 66 of out of 100 points for Functionality to be considered for further evaluation.				

#	Evaluation Criteria	Sub-Criteria		TOTAL WEIGHTED POINTS	MINIMUM THRESHOLD POINTS
1	COMPANY / ENTITY EXPERIENCE			12	8
	<ul style="list-style-type: none"> • The bidder/tenderer must provide proof of relevant Experience (trade reference letters – Elevator/Lift refurbishments, remodelling or modernisations). • A minimum of 2 reference letters will be evaluated. • References must be on bidders client's letterhead and signed. If reference letter does not meet this, letter may not be considered. • Client Reference Letter to include Description of works and Quality of Works. • Referees may be contacted. • Complete schedule/table 				
1.1	Provide trade/client reference Letters.	<p>Each Reference Letter will be evaluated as follows:</p> <p>(4 points per letter)</p> <p>a) Letter 1 b) Letter 2 c) Letter 3</p> <p>Reference letters that are not relevant to scope of works of this bid or has negative reference will score zero (0).</p>			

#	Evaluation Criteria	Sub-Criteria	Points	TOTAL WEIGHTED POINTS	MINIMUM THRESHOLD POINTS
2	KEY PERSONNEL: RELEVANT QUALIFICATION AND EXPERIENCE			32	21

#	Evaluation Criteria	Sub-Criteria	Points	TOTAL WEIGHTED POINTS	MINIMUM THRESHOLD POINTS
2.1	<p>KEY PERSONNEL: RELEVANT <u>QUALIFICATION</u></p> <p>All copies must be certified</p> <ul style="list-style-type: none"> • Relevant Qualification and Registration is required by each of the following personnel. • Foreign Qualifications must be accompanied by a letter from the South African Qualifications Authority (SAQA). • All qualifications must be SAQA accredited. • Proof of Relevant Qualification must be submitted. • Provide comprehensive CVs and supporting documentation with contactable referees. • Complete Table/s 				
	Role	Qualification	Points		
	SITE SUPERVISOR	<ul style="list-style-type: none"> • Lift Mechanic Trade Test PLUS • Any Occupational Health and Safety Training Certificate OR Project Management Certificate 	8 (total)		
		<ul style="list-style-type: none"> • Lift Mechanic Trade Test 	5 (min)		
		<ul style="list-style-type: none"> • Neither of the above 	0 (zero)		
	ENGINEER x1 Attach proof of qualification and ECSA certificate	<ul style="list-style-type: none"> • Degree or BTech in Electrical/Mechanical Engineering or above PLUS • PR Eng./ Pr Tech Eng in Mechanical or Electrical Engineering (ECSA Registration) 	8 (total)		
		<ul style="list-style-type: none"> • Degree or BTech in Electrical/Mechanical Engineering or above 	5 (min)		
		<ul style="list-style-type: none"> • Neither of the above 	0 (zero)		

#	Evaluation Criteria	Sub-Criteria	Points	TOTAL WEIGHTED POINTS	MINIMUM THRESHOLD POINTS
	Technician/Lift Mechanic x 1	• Lift Mechanic Trade test and Electrical/Mechanical N4 or above	8		
		• Lift Mechanic Trade Test	5		
		• Neither of the above	0		
	TECHNICAL ASSISTANT x 2	• N3 Mechanical or Electrical or above (4 points/assistant)	8		
		• N2 Mechanical or Electrical (3 points/assistant)	6		
		• Neither of the above	0		

#	Evaluation Criteria	Sub-Criteria	Points	TOTAL WEIGHTED POINTS	MINIMUM THRESHOLD POINTS
	<ul style="list-style-type: none"> • Relevant Experience is required by each of the following personnel. • Proof of relevant experience (Name of company, project, position, responsibilities and the start and end date) should be included in the resources/personnel's CV • Provide comprehensive CVs and supporting documentation with contactable referees. • CVs should include details of the relevant required qualification, experience, technical skills and capacity of the following key personnel in relation to the scope of works in this bid document. • CVs must be detailed to reflect the requirements of this bid. • Ensure that the correct supporting CVs are included together with corresponding information. • Complete Table/s 				
	Role	Experience	Points		
	Site Supervisor x 1	• Greater than 3 years experience post qualification in Maintenance or Installation of Lifts PLUS a minimum of 2 years supervisory or project management experience	8 (total)		
		• Min 3 years experience post qualification in Maintenance or Installation of Lifts PLUS a minimum of 1 year supervisory or project management experience	5 (min)		
		None of the above	0 (zero)		
	Engineer x 1 – Design Experience	Greater than three (3) years <u>post qualification</u> design experience in modifications or upgrades or modernization of elevators/lifts.	8(total)		
		Min Three (3) years <u>post qualification</u> experience in modifications or upgrades or modernization of elevators/lifts.	5 (min)		
		None of the above	0 (zero)		

	Technician/Lift Mechanic x 1	Three (3) or more projects post qualification in refurbishment, remodelling, or modernization of elevators/ lifts OR replacement and Installation of lifts.	8		
		Two (2) projects - Post qualification in refurbishment, remodelling, or modernization of elevators/ lifts. OR replacement and Installation of lifts.	5		
		Less than 2 projects	0		
	TECHNICAL ASSISTANT x 2 (8-points per Assistaant)	More than 2 years' experience in maintenance/refurbishment of Electrical or Mechanical Equipment or in the lift industry (4 points/assistant)	8		
		1 - 2 years' experience in maintenance/refurbishment of Electrical or Mechanical Equipment or in the lift industry (3 points/assistant)	6		
		Less than 1 year experience	0		
TOTAL POINTS					
<i>Bidders must score the minimum threshold points per criteria AND a minimum total of 66 out of 100 points for Functionality to be considered for further evaluation.</i>					