

Technical Evaluation

Evaluator Nontombi Sechogela

New East London Office Supply, Deliver and Installation of Office
furinture, chairs and desk screens or partions

KPA 1	KPI	DESCRIPTION	WEIGHT	WHAT THE EVALUATOR TO LOOK FOR	SCORES	COMMENTS
Proof of semilar work done	Number of years supplying office furniture/chairs.	Tenderer to submit either copies of Task Order (TO), Purchase Order (PO), Appointment letters on company letter head for previous work completed (Three or more contractscopies, appointment letters or completion certificates)	40%	Submitted appointment letters/ Delivery notes/TO/PO: 3 -5 years Contracts=40% 2 Contracts= 20% 1 Contract=10% No proof=0%		
KPA 2	KPI					
Transportation	Proposal should confirm availability of necessary transportation for delivery (Transportation could be on hire, with proof).	Tenderer to submit valid licence disc of vehicle/s that will be used for transportation of furniture during the contract period or proof of SLA if vehicle/s are hired. Or letter from vehicle renting company that vehicles will be made availabe when tenderer gets appointed	20%	Submitted proof =20%, no proof=0%		
KPA 3	KPI					
Warranty on office furniture supplied	Tenderer should confirm availability of warranty on furniture supplied. Letter on the company letter head from either the supplier/manufacture or the tenderer confirming replacement should the delivered item be damaged within 12 months of delivery due to poor quality.	3-5 Year warranty 15% 2 Year warranty - 10% 1 Year Warranty - 5%	15%	Not submitted= 0% Submitted (3 yrs) certificate= 15% Not submitted= 0% Submitted (2yrs) certificate= 10% Not submitted= 0% Submitted (1 yr) certificate= 5%		
KPA 4	KPI					
Qualification and registration with the associations for trade (capenter)	Registration with the regulatory/statutory bodies in South Africa. If a company is not yet registered a registration by the company employee with such body will be accepted.	Carpenter certificate/registration	10%	Company or Employee not registered = 0% Company or employee registered = 5%		
KPA 5	KPI					
Rerences Letters	Ability will be evaluated based on feedback or reports from previous customers. Maximum of 3 reference letters (on client letterhead).	Tenderer to provide reference letters from previous client (on client letterhead)	15%	Submitted reference letter: 3 -5 letters=15%; 2 letters= 10%; 1 letter=10%, No letter=0%		

100% Threshold is 70%