

Functional Evaluation Criteria KBG 2535: The Provision of an Industrial Cleaning Service for Koeberg Operation Unit

Requirements		Criteria	Deliverables	Weighting	Rating	% Score	[ Supplier Name ] Response	Eskom Comments
COMPANY PROFILE AND EXPERIENCE OF KEY PERSONNEL	Well balanced organisational structure	Provide organisational structure highlighting key positions and how they will interface with Employer <b>Not Meet:</b> No Organogram or an Organogram with no roles or interface with Employer indicated <b>Partial Meet:</b> Partial Organogram supplied with either roles or Employer interface indicated <b>Meet:</b> Full Organogram supplied indicating roles and interface with Employer	The structure needs to show the function areas from Divisional Director down to the site management and the roles each member plays in delivering the specific required services.	10%		0.0%		
	Quantitative & practical experience of Company	Past experience in Industrial Cleaning Services <b>Not Meet:</b> <4 years <b>Partial Meet:</b> 4 but <5 years <b>Meet:</b> ≥5 years	Submit a portfolio that demonstrates where the experience was involved in previous contracts or projects. Submit a list of contactable references that the Employer can contact during tender evaluations. A list of referrals will be useful.	40%		0.0%		
	Skilled & qualified personnel	Proof of membership to the Institute for Work at Height <b>Not Meet:</b> No membership number submitted <b>Meet:</b> Membership number submitted and member is in good standing	Institute for Work at Height (IWH) membership certificate/number – approved for – Fall Arrest and Rope Access (membership listed on www.iwh.co.za) required.	10%		0.0%		
	Appropriately skilled & qualified personnel	Criteria for qualifications, experience and skills as described in contract, Annexure 1. Key People: Site Manager, Supervisor, Execution Supervisor, Work Package Compiler, Safety Officer, Admin Clerk, Rope Access Team Leader/Supervisor and Rope access Technician <b>Not Meet:</b> Qualifications of Site Manager, Supervisor, Execution Supervisor, Work Package Compiler, Safety Officer not supplied or criteria as per Annexure 1 not met <b>Partial Meet:</b> Qualifications of Site Manager, Supervisor, Execution Supervisor, Work Package Compiler, Safety Officer Technician supplied and criteria met as per Annexure 1 <b>Meet:</b> All key people qualifications supplied and criteria met as per Annexure 1	Detailed CVs of all key personnel, including references of past experience. All staff, from supervisory levels up, to be computer literate. The primary objective must always be to ensure that all supplemental personnel contracted to work at Koeberg are able to conduct themselves in English. They must be able to pass the training and assessment requirements in English.	40%		0.0%		
	<b>TOTAL WEIGHTING</b>				<b>100%</b>	<b>FALSE</b>	<b>0%</b>	
TECHNICAL	Call outs & emergency mobilisation	Ability to mobilise recovery team during an emergency <b>Not Meet:</b> Strategy supplied with ability to mobilise within 4 hours of receiving the confirmation from the Employer to respond <b>Partial Meet:</b> Strategy supplied with ability to mobilise within 3 hours of receiving the confirmation from the Employer to respond <b>Meet:</b> Strategy supplied with ability to mobilise within 2 hours of receiving the confirmation from the Employer to respond	Submit a strategy on how emergency sourcing will be executed	30%		0.0%		
	Established equipment (high pressure cleaners, vacuum cleaners, road sweeper, etc.)	Asset register indicating that at least 50% of the Contractors equipment and tools, are on the register or an Agreement with Suppliers for hiring of equipment if not all equipment belongs to Contractor <b>Not Meet:</b> <50% of Contractors equipment on asset register and no hiring agreement in place <b>Meet:</b> ≥50% of Contractors equipment on asset register or hiring agreement in place	Submit the company's Asset list or hired equipment agreement if not all equipment belongs to Contractor.	35%		0.0%		
	Skills retention and development	Availability of skilled staff at short notice <b>Not Meet:</b> No database or agreements with others supplied and no examples of skills development plans supplied <b>Meet:</b> Database and or Agreements with others supplied and 2 examples of skills development plans	Data base of skilled resources or agreements with others to assist at short notice and at least 2 examples of skills development plans.	35%		0.0%		
	<b>TOTAL WEIGHTING</b>				<b>100%</b>	<b>FALSE</b>	<b>0%</b>	
QUALITY ASSURANCE PROGRAM (QAP)	Quality Assurance Programme	Demonstrate that the supplier Quality Management System (QMS) meets the requirements of ISO 9001:2015.	The returnable is the retained or maintained documented information for demonstrating criteria implementation, e.g. Internal or external audit report(s) demonstrating level of conformance wrt the requirements of ISO 9001:2015 or, conformance matrix of suppliers QMS vs the requirements of ISO 9001:2015.	40%		0.0%		
	Non conformances	Demonstrate implementation of non-conformance, deviation and concession process, including disposition with provisions for customer notification and acceptance.	The returnable is the retained (record) or maintained documented information demonstrating criteria implementation, E.g. Non-conformance report.	30%		0.0%		
	Monitoring	Demonstrate that adequate measures are in place to ensure that audit results and corrective actions are being resolved satisfactorily and are closed out within agreed timeline.	The returnable is the retained (record) documented information demonstrating criteria implementation, E.g. A corrective action plan accomplished (closed-out) as scheduled.	30%		0.0%		
<b>TOTAL WEIGHTING</b>				<b>100%</b>	<b>FALSE</b>	<b>0%</b>		
<b>Final Analysis</b>								
COMPANY PROFILE AND EXPERIENCE OF KEY PERSONNEL				40%		0.0%		
TECHNICAL				30%		0.0%		
QUALITY ASSURANCE PROGRAM (QAP)				30%		0.0%		
<b>TOTAL</b>				<b>100%</b>		<b>0.0%</b>		

The scoring of the Technical Evaluation is conducted as follows:  
 A supplier is given a score in each of the sub-categories. These sub-categories are requirements detailed in the specification or contract. Scores are allocated as follows:  
 0 - 0% - Does not meet  
 1 - 75% - Partial meet  
 2 - 100% - Meet

The score is then summed to a weighted average per category. The category scores are analysed as follows:  
 0% - 79% - Does not meet  
 80% - 100% - Meet

NOT MEET

COMPILER: (POE)



COMPILER: (CONTRACT MANAGER)



CONCLUSION

REVIEWER:

N/A

REVIEWER: (E&S MANAGER)

N/A