

## SPECIALIZED CLEANING SERVICES CONTRACT TECHNICAL EVALUATION CRITERIA

<b>Name of Company/Tenderer</b>	
<b>Discipline/Contract name</b>	<b>Specialized &amp; General Cleaning Services Contract for 60 months (5 years)</b>
<b>Date</b>	

### STAGE 1: MANDATORY EVALUATION CRITERIA

*Mandatory criteria (gatekeepers) are 'must meet' criteria. The criteria are not weighted, or point scored, but are assessed on Yes/No basis as to whether or not the criteria are met. An assessment of 'No' against any criteria shall technically disqualify the tender and shall not be further evaluated against Qualitative Criteria.*

<b>Mandatory Technical Evaluation Criteria</b>				
<b>No</b>	<b>Mandatory Technical Criteria Description</b>	<b>Tender Returnable</b>	<b>Meet (Yes or No)</b>	<b>Evidence Reference</b>
<b>1</b>	<p>Tenderer to submit the "Updated Confirmation Letter" from the Provident Fund &amp; UIF institution that states the organization is up to date for monthly contributions. The letter must not be older than a month to the tender closing date.</p> <p><b>NB: The document will be subject for verification before points are allocation.</b></p>	Certificate/Letter of confirmation		Updated confirmation letter (Indicating current status)
	<p><b>Note:</b> A response of "<b>NO</b>" to any of the Mandatory Evaluation Criteria would result in immediate disqualification of the Tender and discontinue further evaluation.</p>			

## STAGE 2: QUALITATIVE TECHNICAL EVALAUTION CRITERIA

Qualitative Evaluation Criteria are weighted evaluation criteria used to identify the highest technically ranked tender after determining that all the Mandatory Evaluation Criteria have been met. The Qualitative Evaluation Criteria are weighted to reflect the relevant importance of each criterion. The minimum weighted final score (threshold) required for a tenderer to be consider from a technical perspective is 80%.

	Factor	Weight (W)	Sub-factor	Score	Actual Score	Comments
1.	<p><b>Company Profile:</b></p> <p>Provide a company profile for the specialized cleaning and hotel housekeeping services. The company profile must show that the organization is and has done specialized cleaning services for plant or substation control rooms server rooms, and housekeeping services for hotel (s).</p>	10%	Specialized cleaning and hotel housekeeping services' profile	10%		
			Specialized service profile	5%		
			Hotel housekeeping profile	5%		
			No submission of the specialized cleaning and hotel services' profile	0		
2.	<p><b>Company Track Record:</b></p> <p>Provide 3 contracts for specialized cleaning services completed for the last 5 years.</p> <ul style="list-style-type: none"> <li>• Provide contactable references for each contract for specialized service (client work email address and Landline).</li> <li>• Contract service must be a work for data centres, plant control rooms and substation control rooms at municipality and airport.</li> <li>• Contract value, name and scope of work must be submitted.</li> <li>• Contract value must be R3 million and above.</li> </ul>	30%	3 x or more contracts compliant with all stated requirements	30%		
			2 x contacts complaint with all stated requirements	20%		
			1 x contract compliant with all stated requirements	10%		
			No submission or submitted contracts not compliant with all stated requirements	0%		

3.	<b>Key personnel:</b>  <u>Site supervisor /Team Leader X 3:</u>  Provide Supervisors for specialized cleaning.  Specialized Cleaning Supervisor Requirements <ul style="list-style-type: none"> <li>• Supervision Certificates</li> <li>• 3 x Matric Certificates</li> <li>• 3 x CVs with 3 years minimum relevant supervisory cleaning experience</li> <li>• CVs must have contactable references (landline and work email address)</li> </ul>	30%	3 x Specialized Supervisors meeting all stated requirements.	15 %		
			2 x Specialized supervisor meeting all stated requirements	10%		
			1 x Specialized Supervisor meeting all stated requirements	5%		
			Specialized Supervisor not meeting all	0%		
	<u>Specialised Cleaners X 3:</u>  Provide Specialized Cleaners as per the requirements below: <ul style="list-style-type: none"> <li>• 3 x Specialized Cleaning Certificates</li> <li>• 3 x CVs with 3 years relevant experience for the specialized cleaning.</li> <li>• 3 x CVs must have contactable references (landline and work email address)</li> <li>• All training service provider's certificates must be accredited by Sector Education Training Authority (SETA).</li> </ul> Employees to be permanent employees of the Contractor.		3 x Specialized Cleaners meeting all stated requirements	15%		
			2 x Specialized Cleaners meeting all stated requirements	10%		
			1 x specialized cleaner meeting all stated requirements	5%		
			Specialized Cleaner not meeting all stated requirements	0%		
4.	<b>Methodology :</b> <ul style="list-style-type: none"> <li>• The tenderer to provide the organizational structure and method statement to undertake the work.</li> </ul>	20%	Methodology meeting all requirements (organizational structure and method statement)	20%		
			Methodology not meeting all the requirements	0 %		
<b>OVERALL WEGHT &amp; SCORE FOR THIS TENDERER</b>		<b>100%</b>				

	<b>CONTRACTOR/TENDERER SCORE</b>					
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**NB:** The minimum qualifying score for functionality (threshold) is **80%**. All tenders that fail to achieve the minimum qualifying score on functionality shall not be considered for further evaluation.



Irvin Nhlumayo

25/03/2024