

Functionality/Technical Evaluation Requirements – Loss Adjuster Services

PART 1 - Mandatory Functionality/Technical Requirement

- Bidders to provide proof of membership for the Managing/Supervising Executive responsible for the account as a registered member of the Institute of Loss Adjusters (ILSA).

NB: Failure to submit the required Functionality/Technical Mandatory Requirement with the tender proposal by the enquiry's stipulated closing date and time will render the bidder's submission non - responsive thus disqualified from further evaluation.

PART 2 - Functionality/Technical Evaluation Criteria

	Criteria	Weight
1	<p><u>Company Profile</u> The tenderer must have demonstrable experience in providing Loss adjusting Services dealing with corporate claims (refer to the attached Scope of Work). The tenderer must provide a detailed company profile including the number of years of experience in providing corporate claims Loss Adjusting Services</p> <ul style="list-style-type: none"> ▪ Years of experience less than five (5) years (5 points) ▪ Years of experience between five (5) and ten (10) years (10 points) ▪ Years of experience more than ten (10) years (20 points) 	20
2	<p><u>Loss Adjusting Capability</u> The tenderer must have demonstrable experience in providing Loss adjusting Services dealing with corporate claims (refer to the attached Scope of Work) (Client's reference letters detailing the nature and value of the claim to be submitted)</p> <ul style="list-style-type: none"> ▪ Single Claim value less than R10m (5 points) ▪ Single Claim value between R10m and R49m (10 points) ▪ Single Claim value between R50m and R100m (15 points) ▪ Single Claim value between R100m and R500m (20 points) ▪ Single Claim value more than R500m (30 points) 	30
3	<p><u>Management experience</u> The Managing/Supervising executive responsible for the account must provide a detailed CV indicating number of years of experience providing Loss adjusting Services dealing with corporate claims (refer to the attached Scope of Work)</p> <ul style="list-style-type: none"> ▪ Years of experience less than three (3) years (5 points) ▪ Years of experience between three (3) years and less than five (5) years (10 points) ▪ Years of experience between five (5) and ten (10) years (15 points) ▪ Years of experience more than ten (10) years (20 points) 	20

4	<p><u>Professional Indemnity</u> Please provide the policy document showing details of cover</p> <p>Cover amount up to R50m (5 points) Cover amount above R50m and up to R100m (10 points) Cover amount more than R100m (15 Points)</p>	15
5	<p><u>Reference</u> The tenderer must provide contactable references (i.e. reference letters on clients' letterhead) in respect of the provision of loss adjusting services</p> <p>1 reference – 2.5 points 2 references - 5 points 3 references – 7.5 points 4 references - 10 points</p>	15
Total Functionality/Technical Score		100%

NB: Tenderers must obtain a minimum threshold score of 70% to qualify for further evaluations. Tenderers that fail to meet the required 70% threshold will be disqualified from further evaluation.