

 Eskom	Report	Limlanga Cluster
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Title: **TECHNICAL EVALUATION CRITERIA
FOR HORTICULTURE AND
GARDENING SERVICES AT
MPUMALANGA ESKOM PARK ZONE
OPERATING UNIT**

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1 INTRODUCTION

Effective gardening and horticulture services are essential for the health, safety, and well-being of employees, tenants, and visitors at Highveld Zone. To ensure that facilities are maintained in a hygienic, presentable, and compliant manner, Eskom requires the appointment of a suitably qualified contractor for the provision of Gardening and Horticulture Services at Highveld Zone located in the Mpumalanga Operating Unit within the LimLanga Cluster.

2 SUPPORTING CLAUSES

The *Contractor* will be responsible for the following services:

- Lawn and grass areas
- Planting and maintaining bedding plants
- Landscaping
- Pest control on plants
- Tree maintenance
- Hard surfaces (Parking and Road)
- Refuse removal
- Marking of sports facility
- Vegetation control on perimeter fence, between one meter inside and outside of the facility
- Indoor plant maintenance and provision of new indoor pot plants and plants

2.1.1 Purpose

The purpose of this document is to set out the minimum criteria to be used when evaluating service providers wishing to provide Horticulture Services within Mpumalanga Operating Unit (MOU).

2.1.2 Applicability

This document shall apply to Eskom Distribution Division, Limlanga Cluster, MOU.

2.2 Effective date

The document is effective from the authorisation date.

2.3 Normative/Informative References

Parties using this document shall apply the most recent edition of the documents listed in the following paragraphs.

2.4 Normative

ISO 9001 Quality Management Systems

QM 58 – Supplier Contract Quality Requirements Specifications

240-48929482: Tender Technical Evaluation Procedure

2.5 Informative

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2.6 Definitions

Word	Definition
Accreditation	The certification, usually for a particular period, of a person, a body or an institution as having the capacity to fulfil a particular function in the quality assurance system set up by the Quality Council for Trades and Occupations (QCTO).
Lead Evaluator	TET member elected by the Facilities Manager to lead the evaluation.

2.7 Abbreviations

Abbreviation	Description
PM	Property Management
SETA	Sector Education Training Authorities
DoL	Department of Labour
SABS	South African Bureau of Standards
CNC	Customer Network Centre
SI	Standards Implementation
Qty	Quantity
TET	Technical Evaluation Team

2.8 Roles and Responsibilities

The appointed Limlanga Technical Evaluation Team will apply this document to evaluate tenders for Horticulture Services contract. The facilities manager shall ensure full compliance to this document.

2.9 Process for Monitoring

The document shall be reviewed as and when required, to be always in line with the best technological practices and the Eskom procurement policies.

2.10 Related/Supporting Documents

Not applicable.

3 SCOPE OF WORK

Offices

The scope includes (but not limited to) the provision of the following facilities management services:

- Gardening, Horticulture

The Contractor shall provide all labour, supervision, administration and management, equipment, tools, supplies and material required to perform the facilities management services specified herein.

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MPUMALANGA CENTRAL POINTS

Eskom Park:

Site Name	Description
1	Ground Floor
	1 st floor
	2 nd floor
	3 rd floor
	Links
3	Red building/ Document Management Centre
5	Hospitality Offices
6	H-Block
8	Change Rooms
9	Kendal Properties Offices
12	Yellow Wood Building
17	Medical Centre
21	Sales & Marketing/ Contact Centre
25	Telecommunication
26	ERE Offices
27	Pension Fund Offices
28	ERE Offices
34	Offices
36	Offices
37	Offices
38	Offices
39	Offices
40	Offices
41	Offices
47	ERE Horticulture
51	Archive
52	NTCSA Offices
56	Wellness Offices
59	ERE Maintenance
61	Kendal Properties Workshop Offices
64	Offices
66	Distribution Depot
68	Distribution Depot
72	TSI Offices
75	Workshop Live Line
76	Work Shop
77	Workshop and Offices
78	Offices and Change Rooms
79	NTCSA Workshops & Offices
86	Step-Up Offices
104	Marula H-Block
110 – 112	Offices Under Cluster Managers
115	Offices

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116	Offices
Conference Area	Offices
Conference Area	Washing Area not Intensive
Conference Area	Bowling Green
Conference Area	Workshop Offices Intensive
Conference Area	Workshop
Conference Area	Braai Area
Conference Area	Lapa Area
Main Entrance Gate	Protective Services
A & B Block Single Quarters	Offices
Emalahleni CNC	
Wheeler Court	
Privet Court	

1.1.1

Horticulture Services

The *Contractor* will be responsible for the following services:

- Lawn and grass areas
- Planting and maintaining bedding plants
- Landscaping
- Pest control on plants
- Tree maintenance
- Hard surfaces (Parking and Road)
- Refuse removal
- Marking of sport facility
- Vegetation control on perimeter fence, between two meters inside and outside of the facility
- Indoor plant maintenance

Area type
Lawn/Grass
Field grass/Wild grass
Shrubs/ Hedges
Flower bed
Paving
Road
Total

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1.1.1.1 Indoor Plant Maintenance

List of buildings which will need to have indoor plants and plants maintenance:

Eskom Park

Main Building

Workshops

Medical Centre

All Office Entrances

Plants to be provided (to remain the property of Eskom) maintained and kept in good looking order, free from dust, watered not flooded with water, fed with fertilizer and kept free of insects, and replace the deterioration and clean the containers.

1.1.1.2 **Spraying, insecticides (pesticides) and fertilization of indoor plants on “as and when required ” basis:**

Insecticides (pesticides) and fertilization of plants as below scope of work

Spraying and supply of chemicals – pesticides and fertilizers- on all indoor plants as and when required as per further details listed below:

The Contractor shall:

Conduct inspection of all the indoor plants as when required; identify any problems on the different types of diseases that may attack the plants; recommend the chemical to be used to solve any potential disease/s. Supply quotes for chemical spraying treatments, to be undertaken by the supplier, in line with his recommendations. In advance for Eskom's approval before treatment commences.

When quoting, dates of proposed dates for execution and manpower numbers for Eskom's safety Induction must also be supplied. An induction date will be advised / agreed on by Eskom.

- Pickup dead leaves.
- Check the water level from the water gauges; fill up the water if necessary.
- Clean the pot plant / clean the plants using feather dust.
- Prune the dead branches of the plants/also unwanted branches shape the plant
- Checked the dead plants for replacements.
- Check the infected plants for insecticides.
- Use water buggy to water the plants.
- Shape the pot plant by removing the unwanted branches

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1.1.1.3 Maintenance services specifications

- Check the soil moisture before watering the plants
- Pruning
- Replacing the dead plants
- Check the affected plant with diseases
- Remove dead leaves
- Water w/boxes using water trolley
- Check the leaks, wheels, tap connector
- Water until the level meter is maxi.
- Plants replacements

1.1.1.4 Outdoor Horticulture related Activities

Horticulture related Activities	Daily	Weekly	Monthly	Quarterly	Yearly
Apply irrigation to outdoor plants Winter		x			
Apply irrigation to plants/grass Summer	X				
Apply watering to indoor plants	X				
Checking equipment functionality/repair	X				
Cutting grass indigenous grass fields sum		x			
Cutting grass indigenous grass winter			x		
Cutting grass manicured field (Summer)		x			
Cutting grass manicured field (winter)			x		
Dam water volume level check	X				
Maintain efficient irrigation	X				
Removal of garden waste	X				
Watering of plants, grass, trees	X	x			
Cut edges from the roads		x			
Cut edges from the flowerbeds		x			
Weeding flowerbeds	X				
Protect plants from fungal diseases		x			
Choose the right insecticides	X				
Daily inspections	X				
Report Defaults	X				
Apply fertilizer indoor / outdoor					x
Establish/change to water wise plants				x	
Perform borehole water/dam water test				x	
Create and submit water analysis reports				x	
Cut edges on the walkways		x	x		
Hedging the shrubs & trees at walkways				x	
Flower power applying					x
Container beauty indoor			x		
Water wise gardening			x		
Grass weeding (broad leaf)				x	
Protect grass from herbicides			x		
Rainfall reader/ gauge	X				
Hard surface herbicides /walkways			x		
Apply insecticides treatment for plants indoor				x	
Pruning of plants indoor				x	
Pruning of trees outdoor					x
Removal of invader plants/trees					x
Replacements of plants/shrubs/trees				x	

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Apply insecticides indoor plants				x	
Pruning roses				x	
Spring & summer lawn care			x		
Apply fertilizer to roses					x
Apply insecticides plants outdoor			x	x	
Replacements of plants indoor				x	
Create Water wise landscape plan					x
Eco system analysis & review					x
Eco system review of animal habitat					x
Perform soil testing					x
Caring /pruning of roses				x	x
Marking of sport facility (as and when required)		x			
Vegetation control on perimeter fence, between and one meter inside and outside				x	

1.1.1.5 The Water wise landscape design and resource plan introduction

- Develop a comprehensive landscape plan.
- A carefully thought-out landscape plan will enable the creation of beautiful, water-wise outdoor spaces that integrate current plants but allow for the most existing eco landscape features to be added.
- Eight fundamental steps to follow in the design and maintenance of water efficient landscape
 1. Group the plants according to their needs and consider planting fruit trees
 2. Use native and low water use plants
 3. Limit turf areas to those needed for practical purposes
 4. Use efficient irrigation system with consideration of optimal source and timing
 5. Schedule irrigation wisely in accordance with weather forecast & soil moisture
 6. Provide healthy soil
 7. Mulch over soil and around plants to reduce evaporation
 8. Regular maintenance
- Sun & shade
Morning, noon, and afternoon sun/ shade meaning keep check through your area
- Water use zones = map/divide your areas into three categories
 1. Low water use (fed primarily by rainwater)
 2. Moderate water use (requires occasional watering consider Polymer granulates)
 3. High water use (requires regular watering consider Polymer granulates)

Horticulture maintenance focus

- Low maintenance plants
- Fast growing turf grass regular mowing (incl at PV solar section)
- Fertilizing and aeration
- Low water uses for grass areas
- Ground covers and plants will need substantially less maintenance

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Cost & Reporting Analysis activities

Landscape planning needs to consider the utilization of outdoor testing spaces, access and utility service reticulation. Consider implementation within specific time scales to spread the cost over several years of Horticulture plan. The low-cost resource focus via smart landscape planning will lead to binding cost saving in the long run, resulting in reduced water consumption, and maintenance.

1.1.1.5.1 General

1.1.1.5.2 Grass areas

All established garden lawns to be mowed, grass edges are to be trimmed, fertilized, top dressing and cuttings raked every week (September-April) and fortnightly (May-August)

A. FLOWER BED AREAS

All areas currently planted with shrubs and/or ground covers within the outer boundary fence line will be kept clean and neat. This will entail hand weeding, soil aeration and trimming of shrubs to maintain a groomed appearance.

B. PAVED AREAS

Sweeping of all the internal roads, weed killing on parking and paved areas is required on a regular basis, to ensure that they are always clean.

C. BANK AREAS

All banks are to be maintained on a regular, on-going basis and are to be maintained for the contract period. The grass undergrowth will be included in on-going maintenance

D. WATERING

Sufficient hoses are to be supplied for hand watering and sprinkling of flower bed areas on a rotational basis. Free access to Eskom water point will be available.

E. REFUSE REMOVAL

All garden cuttings and refuse is to be stacked in an appropriate holding are, then removed from site on a weekly basis.

F. CUTTING HEIGHT

Brush Cutters	Not less than 50mm Not more than 100mm
Lawn mowers	Not less than 20mm Not more than 50mm

G. SAFETY

All foreign matter, stones, etc. shall be removed prior to commencement of each cut to prevent damage to equipment, buildings, vehicles and injury to personnel and public.

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H. TRIMMING

All areas indicated at the site form part of this contract, the grass against the perimeter fence as well as around buildings, manholes, paths, concrete or brick structure, flower beds etc. is to be trimmed and shall be considered as part of the grass cutting operation.

I. REMOVAL OF CUTTINGS

The contractor is responsible for the removal of grass cuttings which are to be disposed offsite.

J. SECURITY

The names and identity numbers of all workmen engaged in the work are to be submitted when the contract is awarded and shall be amended as required. The contractor shall nominate a responsible person who will oversee the site, and who must always be present whilst grass is being cut.

K. OCCUPATIONAL HEALTH AND SAFETY REQUIREMENTS

Contractors and Sub- Contractors must comply with the provisions of the OHASA and other applicable legislation.

L. APPOINTMENT OF RESPONSIBLE PERSONS

The contractor shall cause all work to be carried out under general Supervision of a responsible person appointed by the Contractor in writing in accordance with the provisions of the Regulations made in terms of the Occupational Health and Safety Requirements to be met by the Contractor and Sub-Contractor employed by Eskom.

A copy of the letter of appointment and of the appointee's written acceptance thereof shall be lodged with the Facilities Manager **BEFORE** any work on site shall commence.

1.1.1.6 SHE requirements when spraying with chemicals

Contractor's Employees must wear the following PPE:

- Respirator
- Goggles /Face shield
- Overalls (Contractor company band/logo)
- Gloves. Always wear unlined, elbow-length chemical-resistant gloves when handling all pesticides.
- Body Covering Apron
- Safety Boots (SABS approved)
- Hard hats with ear protection
- Knee guards
- Work tasks stipulating exposure risks
- Engineering controls for risk reduction

1.1.1.7 Equipment list

The below quantities are an estimated minimum requirement and the Contractor as a specialist need to allow for sufficient equipment to execute the works.

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Equipment to be hired or permanently present	Number for Hire (Per Zone)	Number permanently required (Per Zone)
Tractor with Slasher	2	1
Scarifying machine	1	
Bakkie with trailer (minimum 1ton)	1	1
Ride-on Mowers 60 inch		2
Ride-on Mowers 40 inch with grass catcher		3
Ride-on sweeper	1	
Brush Cutters		15
Chain Saw		1
Pole Pruner		3
Boom Sprayer		3
Blowers		5
Hedge Trimmer		3
Push mowers		5

NB: Cost of equipment to consider the life span of equipment

Item	Tools	Unit	*Qty per Zone
1	Spades	Number	20
2	Forks	Number	15
3	Rake – Leaf racks	Number	20
4	Rake - Metal	Number	20
5	Picks	Number	6
6	Secateurs plus Loppers Set	Number	15
7	Hard brooms	Number	20
8	Knapsack sprayer	Number	10
9	Wheelbarrow	Number	10

1.1.1.8 Chemical list

Eskom Park

chemical type	Winter season	Summer season (8 months)
Nonselective Herbicide (800 litres per year)	As and when required	As and when required
Selective Herbicide (Broad Leave) (800 litres per year)	As and when required	As and when required
Insecticide (800 litres per year)	As and when required	As and when required

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1.1.1.9 Working time and Manpower requirements

- Working times in winter season: From 07h30am to 16h00

Horticulture Service Skills Required	Eskom Park
General labour	7
Safety Officer	1
Ride-on mower/ Operators	4
Tractor Drivers	2
Brush-cutters	6
Supervisor	1
Gardener	1
Total	22

- The *Contractor* is required to provide their own staff
- Provided proposed full-time personnel structure
- Proposed operational maintenance plan/work schedule to be compiled by the *Contractor* and presented to Eskom for approval upon signature of contract agreement.

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- Provided proposed full-time personnel structure
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1. TENDER TECHNICAL EVALUATION STRATEGY

The section details the methodology to be adopted by LimLanga Cluster in the evaluation of the “Technical” category of the tender returnable.

1.1. Technical Evaluation Process

The process to be followed in the evaluation of service providers wishing to provide Horticulture Services within LimLanga cluster is described in detail in this section.

In cases where the main contractor opts to subcontract some activities, the subcontractor will be evaluated for the specified activity. Only Eskom evaluated subcontractors may be used.

The evaluation shall be conducted in the following three (3) consecutive stages namely Desktop Evaluation, Site Assessment & Verification and Contractual Obligations.

1.1.1. Stage 1: Desktop Evaluation

The desktop evaluation will be carried out in one phase namely Phase 1: Functional Requirements.

Phase 1:

Functional Requirements - The tenderer needs to obtain a minimum threshold score of **seventy (70%) percent** to proceed to the next stage, i.e., Site Assessment & Verification. Tenderers who fail to meet this minimum threshold will not be evaluated further and will be deemed unsuccessful.

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1.1.2. Stage 2: Site Assessment & Verification

Tenderers that meet the minimum threshold of Stage 1 will undergo an on-site assessment & verification before the final technical evaluation report is submitted to Procurement. They will need to obtain a minimum threshold of **seventy (70%) percent** to be deemed successful to proceed to the next stage, i.e., Contractual Obligations.

This stage will focus on the assessment and verification of Vehicles and Tools & Equipment information submitted for desktop evaluation.

If any information provided during the desktop evaluation is found to be fraudulent and/or inaccurate during the verification process, Eskom reserves the right to disqualify the tenderer from the tender or rectify the desktop score accordingly.

1.1.3. Stage 3: Contractual Obligation

Full compliance is required before the tender can be awarded. Non-compliance at any stage shall lead to immediate disqualification.

1.2. Technical Evaluation Team Members

The evaluation exercise will be performed by the appointed Eskom Technical Evaluation Team. TET members will be formally appointed by the Property Management Department and must be available for the complete evaluation process.

1.3. The Evaluation Report

The final report detailing the entire evaluation process as well as the overall results of those who were deemed successful and unsuccessful, with the corresponding reasons, will be compiled by the Lead Evaluator and handed over to Procurement. The following should be noted about the report:

- a) This report and any actions that are listed or recommended because of this assessment, is by no means a confirmation or guarantee that any contract will be entered into by Eskom and the Tenderer.
- b) Any liability for the said actions undertaken by the Tenderer is not transferrable to Eskom in any way.
- c) The evaluation team has no authority or responsibility in the decision taken by Eskom with respect to contracting for a product or service.
- d) Any statements, intentions and/or actions expressed by the evaluation team during the assessment and post the assessment has no effect and does not constitute any liability to Eskom with regards to contract placement.

2. TECHNICAL REQUIREMENTS

The requirements are divided into three (3) categories namely Functional Requirements, Site Assessment & Verification Requirements and Contractual Obligation, and each is described in detail below.

NB: The technical returnable must be contained in a separate technical file or as a section in a file labelled technical and indexed in a logical manner.

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2.1. Functional Requirements

This will be a desktop evaluation of the functional requirements ONLY. Contractual requirements submitted will not influence the results of Stage 2 evaluation.

The tenderer needs to obtain a minimum threshold score of **seventy (70%) percent** to proceed to the next stage, i.e., Site Assessment & Verification. The overall scoring system for functional requirements is stipulated in the table 2 below. The final score will be rounded to the nearest whole number.

Table 1: Scoring Summary of Functional Criteria

Item	Description	Weight
1. Functional Requirements		
1.	Qualification	30%
2.	Relevant Company Experience	30%
3.	Tools & Equipment	30%
4.	Vehicles	10%

2.1.1. Qualifications requirements

Item No:	Requirement/s	Evidence Required	Evidence Notes	Qty	Max. Score
1.	Qualification of a Horticulturist / Landscaper Qualifications	Submit Matric certificate and they shall possess a horticulture-related qualification (minimum NQF Level 4) obtained from an accredited institution and have a minimum of three (1) years' relevant experience	Curriculum vitae Drivers licence Certified certificates	1	10%

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	Safety Officer:	Qualification(s): Matric certificate and any accredited minimum of 10day safety trainings/ programmes such as SAMTRAC or SHEMTRAC etc. Related minimum experience: 0-1year related experience in a Safety environment. Skills: Valid Driver's license. Qualification(s): Matric certificate or NQF 4 equivalent Related minimum experience: 1 year gardening, landscaping related experience. Skills: Valid Driver's License		1	10%
	Supervisor:	Qualification(s): Matric certificate or NQF 4 equivalent Related minimum experience: 1 year gardening, landscaping related experience. Skills: Valid Driver's License	Curriculum vitae Drivers licence Certified certificates	1	10%
	Total Score				30%

2.2.2. Company Relevant Experience

This section evaluates the experience of the contractor to enable Eskom LimLanga Cluster MOU to identify the risk associated with using incompetent / inexperienced contractor for a critical task. The contractor is expected to demonstrate experience as depicted in **Table 3**.

Table 3: Company Relevant Experience

No	Requirements	Evidence Required	Evidence Notes	Qty	Max. Score
1.	Relevant Company Experience	Tenderers to submit proof of completed or current projects from previous or current employer that include the name of the client, contact number and duration of the service rendered, with a contract number or an order number of	3 years or more experience of Gardening services = 30% 2 – 3 years' experience of Gardening services = 20% 1 – 2-year experience of Gardening services = 15% 0 - 1 year experience of Gardening services = 10%	1	40%

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No	Requirements	Evidence Required	Evidence Notes	Qty	Max. Score
		stipulating Horticulture services experience	Produce proof of a referral letter with contract number stating the duration of the contract and the name of the company logo, you have rendered similar service		
	TOTAL POINTS				40%
	The final score for relevant work experience will be calculated by the formula below: $Final\ Score = \frac{Tenderer\ Score}{Total\ Points} \times 30\%$				

2.2.3. Vehicles

This section stipulates requirements for tools for the execution of services by service providers as listed in **Table 4** below. Please submit the evidence as stipulated in the table below to score full points. Failure to submit all the evidence will result in reduced or zero score as per **Table 5: Scoring Methodology for Vehicles**.

Certified copies of the vehicle registration documents shall be submitted. Registration documents shall bare the company name or owner(s)/director's name.

There will be an option of renting / hiring Vehicles from bona fide hiring companies. In this case, an agreement / contract from rental companies shall be submitted showing the type of vehicle/s rented/hired.

Note: Sharing of resources amongst contractors or contractors sharing resources in Cleaning, Hygiene, Deep cleaning and Supply of Consumables Services contract such as vehicles, tools & equipment and certificates is not allowed and if a company is found to do so, it will be disqualified.

Table 4: Tools Requirements

Tools & Equipment	Tenders to submit gardening signed off industrial tools register on company letterhead or signed leased agreement.	Tools List/Register submitted, Tool(s) are owned by tenderer, and Submission meets the minimum number of required tools = 20 Tools List/Register, the tool is hired with documented proof from a bona fide hiring company clearly indicating the tool(s) intended to be hired = 16 Tools List/Register submitted with everything correct but not signed = 8 The hiring letter does not specify explicitly the exact name of the tool(s) that is intended to be hired, or the tool that must be owned is hired with proof or Tool List/register is not submitted or not in Eskom format or Quantities owned or hired are not indicated or Tools hired without proof from a bona fide hiring company = 0	40%
Vehicle	4×4 or 4×2 Pick-up Bakkie (LDV) capable deliveries. Registration Certificate in the company / owner's	Full Licence document showing company / owner's information. License document must be certified and not older than 3	10%

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	(Shareholder in the case of Company and Managing member in the case of Close Cooperation) name.	months from the tender closing date. Proof of hiring contract / pre-approved letter from Bona Fide Vehicle Hire Companies must be submitted. The vehicle will be used for Tools & Equipment as well as transport for workers. Vehicle owned by tenderer with all required documentation = 15% Vehicle hired with documented proof from a bona fide hiring company and the vehicles to be hired are clearly specified or the vehicle is owned however the copy of registration documents is not certified = 15% The hiring letter does not specify explicitly the exact name of the vehicle that is intended to be hired = 0% Did not submit proof of ownership or hiring letter from bona fide hiring company = 0%	
Total Score %			10%

Table 5: Scoring Methodology for Vehicles

Scoring Methodology for vehicles	Allocated Score (%)
Vehicle owned by tenderer with all required documentation	100
Vehicle hired with documented proof from a bona fide hiring company and the vehicles to be hired are clearly specified or the vehicle is owned however the copy of registration documents is not certified	100
The hiring letter does not specify explicitly the exact name of the vehicle that is intended to be hired	0
Did not submit proof of ownership or hiring letter from bona fide hiring company	0

2.2.4. Tools and Equipment Requirements

This section stipulates requirements for Tools & Equipment for service providers as listed in **Table 6** below with the corresponding scoring methodology in **Table 7**.

The evidence required on this table should be provided as per an Eskom template provided in **Annexure A: Tools & Equipment List / Register**.

Please complete Annexures A to indicate whether you Own / Hire (Column C) tools & equipment and the corresponding quantities (Column D). The list / register must be completed in full and signed by the tenderer.

- Tools and equipment will be evaluated based on the tools register (Annexure A) submitted by the tenderers and it must be in the Eskom format provided (Annexure A). this will further be verified during Site Assessment & Verification.
- The tenders shall indicate in the tools register/s if the tools are Owned/ Hired by the company. Where tools are hired the tenderer shall in addition submit an agreement / contract / letter from a bona- fide hiring company. The hiring letter must indicate the specific tools or equipment as well as the tenderer's company name indicating all the tools that are hired for points to be allocated.
- The hiring of tools is to allow the upcoming contractors who don't afford the expensive tools that are not used regularly. For this option, submit as proof a letter from Bona Fide hiring company indicating tools to be hired.

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d) The frequently used tools cannot be hired. This is to ensure projects are not unnecessarily delayed due to unavailability of tools & equipment.

e)

Note: Sharing of resources amongst contractors or contractors sharing resources in Horticulture services, tools & equipment and certificates is not allowed and if a company is found to do so, it will be disqualified.

Table 7: Tools & Equipment Requirements

No.	Tools & Equipment	Requirement (Owned/Hired)	Min. Qty	Max Score
Power Tools				
1.	Tractor Slasher	Owned/Hired	2	20
2.	Scarifying machine	Owned	1	20
3.	Bakkie with trailer (minimum 1ton)	Owned/Hired	1	20
4.	Ride-on Mowers 60 inch	Owned	5	20
5.	Ride-on Mowers 40 inch with grass catcher	Owned	3	20
6.	Ride-on sweeper	Owned	1	20
7.	Brush Cutters	Owned	20	20
8.	Chain Saw	Owned	1	20
9.	Pole Pruner	Owned	3	20
10.	Boom Sprayer	Owned	3	20
11.	Blowers	Owned	5	20
12.	Hedge Trimmer	Owned	6	20
13.	Push Mowers	5		5
TOTAL WEIGHT				240
The final score for tools and equipment will be calculated by the formula below: $Final\ Score = \frac{Tenderer\ Score}{Total\ Points} \times 20\%$				

Table 8: Scoring Methodology for Tools and Equipment

CONTROLLED DISCLOSURE

Scoring Methodology for Tools and equipment	Allocated Score (%)
Tools List/Register (Annexure A) in Eskom format submitted, Tool(s) are owned by tenderer, and Submission meets the minimum number of required tools	100
Tools List/Register (Annexure A) in Eskom format submitted, the tool is hired with documented proof from a bona fide hiring company clearly indicating the tool(s) intended to be hired.	80
Tools List/Register (Annexure A) submitted with everything correct but not signed	60
The hiring letter does not specify explicitly the exact name of the tool(s) that is intended to be hired, or the tool that must be owned is hired with proof.	0
Tool List/register is not submitted or not in Eskom format or Quantities owned or hired are not indicated or Tools hired without proof from a bona fide hiring company	0

3.2. Site Assessment & Verification

Eskom will conduct Site Assessment & Verification for assessment and verification of Vehicles and Tools & Equipment requirements. This assessment and verification will take place at a central place to be arranged by Eskom. Tenderers will be contacted by Eskom officials to make arrangements for the site assessment & verification. The outcome of this assessment & verification may or may not change the overall initial desktop evaluation outcome. Eskom reserves the right to conduct Site Assessment & Verifications only with any contractor that has passed desktop evaluation stage (stages 1 and 2).

The focal point of this stage will be the assessment and verification of evidence provided on section 5.2.3 for Vehicles requirements and 5.2.4 for Tools & Equipment requirements.

The minimum weighted final score (threshold), required for a tenderer to be considered from a technical perspective after Site Assessment & Verification considerations is **seventy-five (70%) percent**.

3.3. Contractual Requirements

These requirements shall be met prior to tender award as they have been identified as important for the scope of Building Electrical Maintenance. Although this will not form part of the desktop evaluation, these may be submitted during the tender stage. Compliance to these requirements needs to be met and verified prior to tender awarding stage (see **Table 10**).

There will be no scoring linked to these requirements. Only "Yes" or "No" answers will be allocated, and the required outcome is for the tenderer to have "Yes" for all Technical Contractual Requirements listed to achieve full compliance.

It should be noted that if any of these requirements takes significant time to achieve (if not in place) and submitted to Procurement, it will lead to unnecessary delays in a contract being awarded to those specific contractor/s.

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Table 9: Technical Contractual Requirements

No.	Requirements	Evidence Required	Evidence Notes	Yes / No
1	PDE SCOT Website Access	Letter showing username and password	Contractors need to subscribe to the PDE Website to get the latest Eskom standards and drawings. Access outside Eskom - https://scot.eskom.co.za The confirmation of access Letter should be valid at the time it gets submitted.	
Acceptable minor deviations for the above-mentioned accreditations: • If the letter / certificate is not yet received, then submit proof of application, it will be accepted. • If the letter / certificate has expired, then submit proof of renewal request as well as the expired letter, it will be accepted.				

CONTROLLED DISCLOSURE

ANNEXURE A – TOOLS AND EQUIPMENT LIST / REGISTER

A	B	C	D	E
No.	Tools & Equipment	Requirement (Owned/Hired)	Min. Qty	Max Score
1.	Tractor Slasher			
2.	Scarifying machine			
3.	Bakkie with trailer (minimum 1ton)			
4.	Ride-on Mowers 60 inch			
5.	Ride-on Mowers 40 inch with grass catcher			
6.	Ride-on sweeper			
7.	Brush Cutters			
8.	Chain Saw			
9.	Pole Pruner			
10.	Boom Sprayer			
11.	Blowers			
12.	Hedge Trimmer			
TOTAL WEIGHT				
The final score for tools and equipment will be calculated by the formula below: $Final\ Score = \frac{Tenderer\ Score}{Total\ Points} \times 20\%$				

CONTROLLED DISCLOSURE