



## Tender Technical Evaluation Strategy

## FLEET MANAGEMENT SERVICES TUTUKA POWER STATION

Title: **Transportation of day shift employees from Secunda to Tutuka Power Station for a period of 60 months**

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## **1. INTRODUCTION**

Tutuka Power Station requires commuter transport services to provide safe, reliable, and efficient transportation for employees travelling between the power station and various designated areas. These services are essential to support daily operational requirements, ensure employees report on duty as scheduled, and promote their safety and wellbeing during travel. The provision of commuter transport will also contribute to operational continuity and improved productivity at the station.

## **2. SUPPORTING CLAUSES**

### **2.1 SCOPE**

This document covers the documentation and technical criteria required to conduct the technical evaluation of the tender. It sets out the basis, scope, and parameters for evaluating bidders' technical compliance and capability in relation to the specified commuter transport services. Its application is limited to the technical evaluation stage of the tender process. This scope covers all the relevant documentation necessary to do a technical evaluation.

#### **2.1.1 Purpose**

The purpose of this tender technical evaluation strategy is to define the Mandatory Evaluation Criteria, Qualitative Evaluation Criteria and TET member responsibilities for tender technical evaluation. The technical evaluation strategy serves as basis for the tender technical evaluation process.

#### **2.1.2 Applicability**

This document applies to the tender technical evaluation process for the provision of commuter transport services for Tutuka Power Station. It is intended for use by the appointed technical evaluation team, relevant end-users, and other authorised Eskom personnel involved in the evaluation and adjudication of the tender. The document is specifically applicable to this procurement and may not be used for other projects or contracts unless formally reviewed and amended accordingly.

### **2.2 NORMATIVE/INFORMATIVE REFERENCES**

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

#### **2.2.1 Normative**

- [1] 240-168966153: Generation Tender Technical Evaluation Procedure <or>
- [2] 240-48929482: Tender Technical Evaluation Procedure (Transmission and Distribution)
- [3] 32-1033: Eskom Procurement and Supply Chain Management Policy
- [4] 32-1034: Eskom Procurement and Supply Management Procedure
- [5] 240-101864556 Eskom Fleet procedure
- [6] 32-1279 Eskom Fleet policy
- [7] 240-62946386 – Driver and Vehicle Safety Management Procedure
- [8] 32-345 Eskom Vehicle Safety Specification
- [9] National Road Traffic Act 93 of 2008
- [10] 240-62196227 Eskom Life Saving Rules Standard

#### **2.2.2 Informative**

National Road Traffic Act) and NRTR (National Road Traffic Regulations). Classification

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## 2.3 DEFINITIONS

### 2.3.1 Classification

**Controlled Disclosure:** Controlled Disclosure to external parties (either enforced by law, or discretionary).

## 2.4 ABBREVIATIONS

| Abbreviation | Description                                           |
|--------------|-------------------------------------------------------|
| BNRC         | Business National Traffic Register Number Certificate |
| COF          | Certificate of Fitness                                |
| PDP          | Public Driver Permit                                  |
|              |                                                       |

## 2.5 ROLES AND RESPONSIBILITIES

As per 240-168966153: Generation Tender Technical Evaluation Procedure for Generation

## 2.6 PROCESS FOR MONITORING

There will be no averaging of scores between TET members. Each TET member shall independently evaluate all tenderers in accordance with the approved technical evaluation criteria.

## 2.7 RELATED/SUPPORTING DOCUMENTS

None

## 3. TENDER TECHNICAL EVALUATION STRATEGY

### 3.1 TECHNICAL EVALUATION THRESHOLD

The technical evaluation shall consist of two phases: **Phase 1** and **Phase 2**.

#### Phase 1

This phase comprises Mandatory and Qualitative evaluation criteria. The minimum weighted score required for a tender to be considered technically acceptable in Phase 1 is **70%**.

#### Phase 2

In this phase, all four minibuses shall be inspected by Eskom Fleet Department representatives. The inspection will assess vehicle components in accordance with the Eskom Vehicle Safety Policy. The final score required for a tender to be considered technically acceptable in Phase 2 is **100%**.

**Note:** Only tenderers who meet the 100% threshold in phase 2 will be further evaluated.

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3.2 TET MEMBERS

Table 1: TET Members

| TET number | TET Member Name | Designation                      |
|------------|-----------------|----------------------------------|
| TET 1      |                 | Officer, Fleet                   |
| TET 2      |                 | Officer, Business Administration |

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## MANDATORY TECHNICAL EVALUATION CRITERIA

Table 2: Mandatory Technical Evaluation Criteria

|    | Mandatory Technical Criteria Description                                                           | Reference to Technical Specification / Tender Returnable                                                                                                                                                                                                                                                                                                                         | Motivation for use of Criteria                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|----|----------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. | The service provider shall submit a valid operating licence to provide a public transport service. | <ul style="list-style-type: none"><li>• A valid Operator's Permit issued and approved by the South African Department of Transport or the relevant Provincial Department of Transport.</li><li>• A letter from the Secunda/Embalenhle taxi association to which the contract applies, confirming that the service provider is a <b>member</b> of this taxi association</li></ul> | <ul style="list-style-type: none"><li>• Public transport operators are required by law to hold a valid operating licence or permit to provide public transport services.</li><li>• Taxi operators must be affiliated with the recognised Secunda/Embalenhle Taxi Association, as applicable to the operating area, to promote operational stability and minimise the risk of service disruptions, unrest, or safety incidents that could affect passengers.</li></ul> |

**QUALITATIVE TECHNICAL EVALUATION CRITERIA****Table 3: Qualitative Technical Evaluation Criteria**

| No. | Evaluation Criterion                                  | Description                                                                                         | Tender Returnable                                                                                                                                    | Scoring Methodology                                                                                                                                                                                                                                                                                                                                                                                                     | Criteria Weight |
|-----|-------------------------------------------------------|-----------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|
| 1   | <b>Company Experience</b>                             | Contractor to have a proven track record in the provision of employee or public transport services. | Reference letters on Client's letter head or<br>Reference letter from Secunda/Embalenhle taxi association                                            | <ul style="list-style-type: none"> <li>Letter confirming 5+ years' experience: 5 pts</li> <li>Letter confirming more than 3years' experience (but less than 5 years): 4 pts</li> <li>Letter confirming less than 3 years' experience: 2 pts</li> <li>No letter confirmation/no experience: 0 pts</li> </ul>                                                                                                             | <b>20%</b>      |
| 2   | <b>Vehicles allocation: 4 x fourteen (14) seaters</b> |                                                                                                     |                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>20%</b>      |
| 2.1 | <b>Vehicle 1</b>                                      | <b>1 x fourteen (14) seaters</b>                                                                    | <ul style="list-style-type: none"> <li>Vehicle registration certificate</li> <li>A confirmation letter or proof from the tracking company</li> </ul> | <ul style="list-style-type: none"> <li>Vehicle is less than 1 year old, with 0km – 15 000km and has a tracking device: 5 points</li> <li>Vehicle is less than 2 years old, with no more than 40,000km and has a tracking device: 4 pts</li> <li>Vehicle is older than 2 years but less than 3 years, with less than 60 000km and a has a tracking device: 2 pts</li> <li>Vehicle older than 3 years: 0 pts</li> </ul>   | 5%              |
| 2.2 | <b>Vehicle 2</b>                                      | <b>1 x fourteen (14) seaters</b>                                                                    | <ul style="list-style-type: none"> <li>Vehicle registration certificate</li> <li>A confirmation letter or proof from the tracking company</li> </ul> | <ul style="list-style-type: none"> <li>Vehicle is less than 1 year old, with 0km – 15 000km and has a tracking device: 5 points</li> <li>Vehicle is less than 2 years old, with no more than 40,000km and a has a tracking device: 4 pts</li> <li>Vehicle is older than 2 years but less than 3 years, with less than 60 000km and a has a tracking device: 2 pts</li> <li>Vehicle older than 3 years: 0 pts</li> </ul> | 5%              |
| 2.3 | <b>Vehicle 3</b>                                      | <b>1 x fourteen (14) seaters</b>                                                                    | <ul style="list-style-type: none"> <li>Vehicle registration certificate</li> <li>A confirmation letter or proof from the tracking company</li> </ul> | <ul style="list-style-type: none"> <li>Vehicle is less than 1 year old, with 0km – 15 000km and has a tracking device: 5 points</li> </ul>                                                                                                                                                                                                                                                                              | 5%              |

|     |                                             |                                                                   |                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                         |            |
|-----|---------------------------------------------|-------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|
|     |                                             |                                                                   |                                                                                                                                                      | <ul style="list-style-type: none"> <li>Vehicle is less than 2 years old, with no more than 40,000km and a has a tracking device: 4 pts</li> <li>Vehicle is older than 2 years but less than 3 years, with less than 60 000km and a has a tracking device: 2 pts</li> <li>Vehicle older than 3 years: 0 pts</li> </ul>                                                                                                   |            |
| 2.4 | <b>Vehicle 4</b>                            | <b>1 x fourteen (14) seaters</b>                                  | <ul style="list-style-type: none"> <li>Vehicle registration certificate</li> <li>A confirmation letter or proof from the tracking company</li> </ul> | <ul style="list-style-type: none"> <li>Vehicle is less than 1 year old, with 0km – 15 000km and has a tracking device: 5 points</li> <li>Vehicle is less than 2 years old, with no more than 40,000km and a has a tracking device: 4 pts</li> <li>Vehicle is older than 2 years but less than 3 years, with less than 60 000km and a has a tracking device: 2 pts</li> <li>Vehicle older than 3 years: 0 pts</li> </ul> | 5%         |
| 3   | <b>Roadworthiness</b>                       | Ensure Vehicles are Roadworthy                                    | 4 x Roadworthy Certificates for all assigned vehicles                                                                                                | <ul style="list-style-type: none"> <li>4 x Roadworthy Certificates: 5 Pts</li> <li>No Roadworthy Certificates: 0 Pts</li> </ul>                                                                                                                                                                                                                                                                                         | 15%        |
| 4   | <b>Vehicle Maintenance History</b>          | Ensure vehicles are maintained and are in good working condition. | Maintenance records for each assigned vehicle                                                                                                        | <ul style="list-style-type: none"> <li>Full maintenance or service history records for all 4 assigned vehicles: 5 Pts</li> <li>No full maintenance or service records: 0 Pts</li> </ul>                                                                                                                                                                                                                                 | 15%        |
| 5   | <b>Driver Qualifications &amp; Training</b> |                                                                   |                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>20%</b> |
| 5.1 | <b>Driver 1</b>                             | Licences and Permits                                              | <ul style="list-style-type: none"> <li>1 x valid driver's licence (Min C1)</li> <li>PrDP</li> </ul>                                                  | <ul style="list-style-type: none"> <li>Driver has a valid driver's licence, PrDP (PDP): 5 pts</li> <li>Driver has a valid driver's licence only: 0 pts</li> </ul>                                                                                                                                                                                                                                                       | 5%         |
| 5.2 | <b>Driver 2</b>                             | Licences and Permits                                              | <ul style="list-style-type: none"> <li>1 x valid driver's licence (Min C1)</li> <li>PrDP</li> </ul>                                                  | <ul style="list-style-type: none"> <li>Driver has a valid driver's licence, PrDP (PDP): 5 pts</li> <li>Driver has a valid driver's licence only: 0 pts</li> </ul>                                                                                                                                                                                                                                                       | 5%         |



|     |                                      |                                                                                     |                                                                                                      |                                                                                                                                                                   |     |
|-----|--------------------------------------|-------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|
| 5.3 | <b>Driver 3</b>                      | Licences and Permits                                                                | <ul style="list-style-type: none"> <li>1 x valid driver's licence (Min C1)</li> <li>PrDP</li> </ul>  | <ul style="list-style-type: none"> <li>Driver has a valid driver's licence, PrDP (PDP): 5 pts</li> <li>Driver has a valid driver's licence only: 0 pts</li> </ul> | 5%  |
| 5.4 | <b>Driver 4</b>                      | Licences and Permits                                                                | <ul style="list-style-type: none"> <li>1 x valid driver's licences (Min C1)</li> <li>PrDP</li> </ul> | <ul style="list-style-type: none"> <li>Driver has a valid driver's licence, PrDP (PDP): 5 pts</li> <li>Driver has a valid driver's licence only: 0 pts</li> </ul> |     |
| 6   | <b>Passenger liability insurance</b> | The Contractor provides proof that they have a valid passenger liability insurance. | Proof of confirmation from insurance company                                                         | <ul style="list-style-type: none"> <li>Proof of confirmation from insurance company: 5</li> <li>No Proof of confirmation from insurance company: 0</li> </ul>     | 10% |

### 3.3 PHASE 2: VEHICLE INSPECTION

In this phase, all four minibuses shall be inspected. The inspection will assess vehicle components in accordance with the requirements of the Eskom Vehicle Safety Specification-32-345. The final score required for the tenderer to be considered technically acceptable in phase 2 is 100%.

- SANS-approved three-point safety belts for every seat – 5 points
- No fold-up or jockey seats – 5 points
- 2 x Triangles – 5 points
- First Aid Kit – 5 points
- Spare Wheel, wheel Spanner & Jack – 5 points
- Fully Serviced Fire Extinguisher – 5 points
- Gauges & Hooter – 5 points
- Indicator, brake lights and headlamps – 5 points
- Mirrors, obstruction free windscreen & Wipers – 5 points
- Valid License Disc – 5 points
- Driver and Passenger airbag – 5 points
- Factory-fitted air conditioner – 5 points
- A speed warning sign shall be displayed on the back of the minibus in accordance with the National Road Traffic Act – 5 points
- Yellow reflective tape fitted in accordance with the National Road Traffic Act requirement – 5 points
- The tyres complying with the manufacturer's specifications for commercial use. No two different makes or models of tyres may be fitted on the front axle. The front tyres should always be the same – 5 points

- Vehicle is not a conversion from any type of vehicle into minibuses – 5 points
- A sign affixed to the vehicle to indicate that the bus is equipped to transport people with disabilities – 5 points
- A speed warning sign shall be displayed on the back of the minibus in accordance with the National Road Traffic Act – 5 points
- The driver's seat shall be adjustable and partitioned in accordance with the National Road Traffic Act specification – 5 points
- The minibus shall have at least one emergency exit for every 12 passengers – 5 points

Total: 100%

The availability of each of the above-mentioned items will account for a full score of 5 points. The non-availability of any of the above-mentioned items will account for zero score for that item. These are crucial safety compliance requirements.

**Note:** Only tenderers who meet the 100% threshold for phase 2 shall be further evaluated

**3.4 TET MEMBER RESPONSIBILITIES**

<In Table 4 identify the TET members allocated to review/evaluate each Qualitative criterion (minimum 2 evaluators per criteria / sub-criteria)>

**Table 4: TET Member Responsibilities**

| <b>Mandatory<br/>Criteria Number</b>   | <b>TET 1</b> | <b>TET 2</b> |
|----------------------------------------|--------------|--------------|
| 1                                      | X            | X            |
| <b>Qualitative<br/>Criteria Number</b> | <b>TET 1</b> | <b>TET 2</b> |
| 1                                      | X            | X            |
| 2                                      | X            | X            |
| 3                                      | X            | X            |

### 3.5 FORESEEN ACCEPTABLE / UNACCEPTABLE QUALIFICATIONS

#### 3.5.1 Risks

**Table 5: Acceptable Technical Risks**

| Risk | Description |
|------|-------------|
| 1.   | None        |

**Table 6: Unacceptable Technical Risks**

| Risk | Description                                                                                                                                                  |
|------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.   | A service provider operating in a different route than where the vehicles will be operating in as this will expose the passengers to possible taxi violence. |
| 2.   | Vehicles older than 3 years                                                                                                                                  |
| 3.   | Drivers with no driver's licence and PrDP (PDP)                                                                                                              |
| 4.   | Vehicle without a tracking device                                                                                                                            |
| 5.   | Vehicles with no service history                                                                                                                             |

#### 3.5.2 Exceptions / Conditions

**Table 7: Acceptable Technical Exceptions / Conditions**

| Risk | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.   | <p>After a tender is awarded, the contractor's vehicles will be physically inspected. They will have to adhere to the Eskom Vehicle Safety Specification Document Identifier: 32-345 before starting the contract and the Scope of Work.</p> <p><u>The acceptable exceptions will be:</u></p> <p>1.1 Curtains and blinds – the windows can be tinted instead.</p> <p>1.2 "Alarm/immobiliser – factory-fitted". It will be the prerogative of the contractor to safeguard his vehicle.</p> |
| 2.   | <p>Referring to Scope of Work: ADDITIONAL REQUIREMENTS FOR DRIVERS</p> <p>Buses must be fitted with an active tracking system</p> <p>.</p>                                                                                                                                                                                                                                                                                                                                                |

Table 8: Unacceptable Technical Exceptions / Conditions

| Risk | Description |
|------|-------------|
| 1.   | None        |

4. AUTHORISATION

This document has been seen and accepted by:

| Name | Designation |
|------|-------------|
|      |             |
|      |             |
|      |             |
|      |             |

5. REVISIONS

| Date          | Rev. | Compiler | Remarks      |
|---------------|------|----------|--------------|
| February 2026 | 1    |          | New document |
| February 2026 | 1    |          | New document |
| February 2026 | 1    |          | New document |

6. DEVELOPMENT TEAM

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