

+

	Strategy	Hendrina
---	-----------------	-----------------

Title:	Tender Technical Evaluation Strategy for supply and delivery of kitchen consumables on an “as and when required” at Hendrina Power Station for a period of 5 years.	Unique Identifier:	
		Alternative Reference Number:	N/A
		Area of Applicability:	Hendrina Power Station
		Documentation Type:	Strategy
		Revision:	1
		Total Pages:	1
		Next Review Date:	N/A
		Disclosure Classification:	CONTROLLED DISCLOSURE

CONTENTS

	Page
1. INTRODUCTION	3
2. SUPPORTING CLAUSES.....	3
2.1 SCOPE	3
2.1.1 Purpose	3
2.1.2 Applicability.....	3
2.2 NORMATIVE/INFORMATIVE REFERENCES.....	3
2.2.1 Normative	4
2.2.2 Informative	4
2.3 DEFINITIONS.....	4
2.3.1 Classification	4
2.4 ABBREVIATIONS.....	4
2.5 ROLES AND RESPONSIBILITIES.....	5
2.6 PROCESS FOR MONITORING.....	5
2.7 RELATED/SUPPORTING DOCUMENTS.....	5
3. TENDER TECHNICAL EVALUATION STRATEGY.....	5
3.2 TET MEMBERS.....	ERROR! BOOKMARK NOT DEFINED.
3.3 MANDATORY TECHNICAL EVALUATION CRITERIA.....	7
3.4 QUALITATIVE TECHNICAL EVALUATION CRITERIA.....	8
3.5 TET MEMBER RESPONSIBILITIES.....	10
3.6 FORESEEN ACCEPTABLE / UNACCEPTABLE QUALIFICATIONS.....	11
3.6.1 Risks.....	11
3.6.2 Exceptions / Conditions	11
4. AUTHORISATION.....	13
5. REVISIONS	13
6. DEVELOPMENT TEAM.....	13
7. ACKNOWLEDGEMENTS	13

TABLES

Table 1: Technical Evaluation Score Card	5
Table 2: TET Members	Error! Bookmark not defined.
Table 3 Qualitative Technical Evaluation Criteria.....	8
Table 4: TET Member Responsibilities.....	10
Table 5: Acceptable Technical Risks.....	11
Table 6: Unacceptable Technical Risks	11
Table 7: Acceptable Technical Exceptions / Conditions.....	12
Table 8: Unacceptable Technical Exceptions / Conditions	12

CONTROLLED DISCLOSURE

When downloaded from the EDMS, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorised version on the system.

1. INTRODUCTION

This report describes strategy and the technical evaluation criteria designed and created to evaluate the **supply and delivery of kitchen consumables on an as and when required at Hendrina Power Station for a period of 5 years.**

The tender process will be an open tender to the market to ensure transparency and competitiveness.

This evaluation strategy has been developed and will be used for evaluation of the submitted tenders to gauge accuracy and compliance with the set evaluation criteria to ensure for the successful execution of this project.

The technical evaluation will be completed by a technical team that understands the scope and the goal of the project.

2. SUPPORTING CLAUSES

2.1 SCOPE

This document outlines the Technical Evaluation criteria for the Supply and delivery of Consumables on an “as and when required” at Hendrina Power Station and covers the different aspects that will be evaluated and scored by the multi-disciplinary Technical Evaluation Team (TET) to complete the technical evaluation of the enquiry. The team members are listed and appointed in this document along with their responsibilities. The document also describes the acceptable and unacceptable risks and qualifications and/or conditions.

The Technical Evaluation Strategy will define the following technical evaluation criteria:

- Mandatory Evaluation Criteria
- Qualitative Evaluation Criteria
- TET Member Responsibilities
- Acceptable / Unacceptable Qualifications.

Once the Technical Evaluation Strategy is authorised no changes will be made to the evaluation criteria.

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 is intended for and shall be applicable the Supply and delivery of Consumables at Hendrina Power Station as and when required for a period of 5 years.

CONTROLLED DISCLOSURE

When downloaded from the EDMS, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorised version on the system.

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] 240-48929153: Tender Technical Evaluation Procedure
- [2] 32-1034: Eskom Procurement Policy & Supply Chain Management Procedure

2.2.2 Informative

The *Contractor* will refer to the latest documents that describe the plant operation and control philosophies:

- [1] ISO 9001: Quality Management Systems
- [2] 32-1033: Eskom Procurement and Supply Chain Management Policy
- [3] 32-1034: Eskom Procurement and Supply Chain Management Procedure

2.3 DEFINITIONS

2.3.1 Classification

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

2.3.2 Tender

A tender refers to a written competitive offer, quotation or proposal made by the supplier in a prescribed or stipulated form in response to an invitation to tender/competitive enquire for provision of assets, goods, or services and/or the disposal thereof.

2.4 ABBREVIATIONS

Abbreviation	Description
QMS	Quality Management System
TES	Technical Evaluation Strategy
TET	Technical Evaluation Team

CONTROLLED DISCLOSURE

When downloaded from the EDMS, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorised version on the system.

2.5 ROLES AND RESPONSIBILITIES

As per 240-48929153: Tender Technical Evaluation Procedure.

2.6 PROCESS FOR MONITORING

240-48929153: Tender Technical Evaluation Procedure Related/Supporting Documents.

2.7 RELATED/SUPPORTING DOCUMENTS

None

CONTROLLED DISCLOSURE

When downloaded from the EDMS, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorised version on the system.

3. TENDER TECHNICAL EVALUATION STRATEGY

3.1 TECHNICAL EVALUATION THRESHOLD

The minimum weighted final score (threshold) required for a tender to be considered from a technical perspective is 70%.

Table 1: Technical Evaluation Score Card

Score	Percentage	Description
5	100	Compliant • Meet technical requirement(s) AND. • No foreseen technical risk(s) in meeting technical requirements.
4	80	Compliant with Associated Qualifications • Meet technical requirement(s) with. • Acceptable technical risk(s) AND/OR. • Acceptable exceptions AND/OR. • Acceptable conditions.
2	40	Non-Compliant • Does not meet technical requirement(s) AND/OR Unacceptable technical risk(s) AND/OR. • Unacceptable exceptions AND/OR. • Unacceptable conditions.
0	0	Totally Deficient or Non-Responsive
Note 1: The scoring table does not allow for scoring of 1 and 3. Note 2: Foreseen acceptable and unacceptable risk(s), exceptions and conditions shall be unambiguously defined in the relevant Tender Technical Evaluation Strategy		

3.3 MANDATORY TECHNICAL EVALUATION CRITERIA

There are no mandatory criteria for this work

3.4 QUALITATIVE TECHNICAL EVALUATION CRITERIA

CONTROLLED DISCLOSURE

When downloaded from the EDMS, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorised version on the system.

Table 1: Qualitative Technical Evaluation Criteria

	Qualitative Technical Criteria Description		Reference to Technical Specification / Tender Returnable	Criteria Weighting (%)	Criteria Sub Weighting (%)
1.	Relevant Experience			45%	
	1.1	Previous experience of supplying and delivering of consumables spares within a Power Station. <u>Scoring Criteria:</u> • $X \geq 5$ number of completed work = 5 points (45) • $2 > X \leq 4$ number of completed work = 4 points (36) • $0 > X \leq 2$ number of completed work = 2 points (18) • $X = 0$ number of completed work = 0 points (0) NB (X) Represent number of deliveries	Signed and stamped delivery note should be attached to get point/s.		45
2.	Technical Skills			40%	
	2.1	Products Knowledge Scoring criteria: • Method statement is clearly defined, detailed, comprehensive, and covers the full scope of work = 5 points (40) • Method statement is clear, has minimal errors, and covers majority of the scope of work = 4 points (32) • Method statement is basic, vague, or does not cover most of the scope of work = 2 points (16)	Detailed method statement must include, but not limited to, the procurement, handling, transportation, and storage of spares from the moment an order is placed by Eskom Not submitted or not related to the scope of work: 0 Points Method statement is basic, vague, or does not cover most of the scope of work: 2 Points		40

		Not submitted or not related to the scope of work= 0 points (0) Detailed, comprehensive statement with details ranging from order received to order delivered	Method statement is clear has minimal errors and covers majority of the scope of work: 4 Point Method statement is clearly defined, detailed, comprehensive and covers the full scope of work: 5 Points		
3.	Lead time			15%	
	3.1	Lead times Scoring Criteria: $X \leq 48$ hours = 5 points (15) > 48 hours ≤ 72 hours = 4 Points (12) > 72 hours ≤ 96 hours = 2 Points (6) $X > 96$ hours = 0 Points *Note: ‘x’ is the lead time in weeks.	Signed letter with company letterhead confirming lead times (after an order is placed) for delivery within Power Station.		15
				TOTAL: 100	

TET MEMBER RESPONSIBILITIES

Table 2: TET Member Responsibilities

Mandatory Criteria Number	TET 1	TET 2	TET 3	TET 4	TET 5	TET 6	TET 7	TET n
	X		X	X			X	X
	X		X	X			X	X
	X	X	X	X	X	X	X	X
	X	X	X	X	X	X	X	X
	X				X		X	
Qualitative Criteria Number	TET 1	TET 2	TET 3	TET 4	TET 5	TET 6	TET 7	TET n
	X		X	X			X	X
	X		X	X			X	X
	X		X	X			X	X
		X			X	X		
		X			X			
	X	X	X	X	X	X	X	X
	X		X	X			X	X
	X		X	X			X	X

3.2 FORESEEN ACCEPTABLE / UNACCEPTABLE QUALIFICATIONS

3.2.1 Risks

Table 3: Acceptable Technical Risks

Risk	Description
1.	NO
2.	
3.	
4.	
5.	
6.	

Table 4: Unacceptable Technical Risks

Risk	Description
1.	No information on adherence to Eskom Standards provided.
2.	
3.	
4.	
5.	
6.	
7.	

3.2.2 Exceptions / Conditions

Table 5: Acceptable Technical Exceptions / Conditions

Risk	Description
1.	N/A
1.	
2.	
3.	
4.	
5.	
6.	

Table 6: Unacceptable Technical Exceptions / Conditions

Risk	Description
1.	N/A
2.	
3.	
4.	
5.	

CONTROLLED DISCLOSURE

When downloaded from the EDMS, this document is uncontrolled and the responsibility rests with the user to ensure it is in line with the authorised version on the system.