

EVALUATION CRITERIA FOR SERVICES

Bidder name : _____ Vendor Number _____

EVALUATION CRITERIA FOR SERVICES

1. THE BID WILL BE EVALUATED AS FOLLOWS:

- 1.1 Assessment on Functionality (separate from price): 101 points in total, converted to a total weight of 100
- 1.2 Assessment on price: 80 points
- 1.3 B-BBEE grading: 20 points

2. THE VALUE OF THIS BID IS ESTIMATED NOT TO EXCEED R50 MILLION AND THEREFORE THE 80/20 SYSTEM SHALL BE APPLICABLE.

3. PRE-QUALIFICATION REQUIREMENTS/FUNCTIONALITY CRITERIA

- 3.1 All bids will be subject to Pre-Qualification and will be required to achieve a minimum of 60 percent (%) for functionality to be further evaluated.
- 3.2 Bidders who score below the minimum requirement in the assessment of functionality will not be considered.
- 3.3 All the necessary documentation must be submitted for the Evaluation Panel to make an informed evaluation. Evaluation of the Technical (Quality) Requirements will be based on the information provided by the bidder.

No.	Criteria	Points	Weight
C1	Experience	10	10
C2	Expertise, Capability + Capacity	66	65
C3	Locality	15	15
C4	Financial Viability	10	10
GRAND TOTAL		101	100

- 3.4 Bidders that score the minimum percentage or more will qualify to be evaluated in terms of the 80/20 preference points system where 80 points must be used for price and 20 points for B-BBEE scores.

TAKE NOTE: In the case of a joint venture all compulsory documents like tax clearance, B-BBEE certificates etc must be submitted by all the different companies in the joint venture.

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Bidder name : _____ Vendor Number _____

C1		FUNCTIONAL CATEGORY - EXPERIENCE Supplier's history (similar projects only)							
		Criteria	Possible points	Documentary proof in order to claim points	POINTS ALLOCATED (For office use only – circle the points and fill in the total)				
C1.1		Relevant history of company: (Maximum of 4 points)	< 5 yrs.	2	• Proof of registration for e.g. close corporation	Evidence	Points	Evidence	Points
		5+	4			Proof of company registered less than 5 yrs.	2	Proof of company registered 5+ years	4
					TOTAL				

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Bidder name : _____ Vendor Number _____

C1		FUNCTIONAL CATEGORY - EXPERIENCE							
		Previous successfully carried out projects (similar projects only)							
		Criteria	Possible points	Documentary proof in order to claim points	POINTS ALLOCATED (For office use only – circle the points and fill in the total)				
C.1.2	Reference letters on previous similar projects with a value according to the CIDB grading bracket: (Maximum of 6 points)	1 Letter	2	<ul style="list-style-type: none"> Letters from referees regarding SIMILAR service: Supply Mechanical Engineering Works (ME) service to the College in any of the CIDB-gradings delivered. (Grade 1 application must reflect grade 1 reference, grade 2 application must reflect grade 2 reference, and so forth until grade 7 <p>Take note that the letters must have clear contact details so that information can be vetted.</p>	Evidence				
		2 Letters	4		Contents in letter to be checked:	Letter 1	Letter 2	Letter 3	
		3 Letters	6		Letter submitted for a specific grade must confirm service in that specific grade	2	4	6	
						Total			

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C2		FUNCTIONAL CATEGORY – EXPERTISE, CAPABILITY, CAPACITY																																																			
	Criteria	Possible points	Documentary proof in order to claim points	POINTS ALLOCATED (For office use only – circle the points and fill in the total)																																																	
C2.1	(Maximum of 42 points)	Information on proposed team	<ul style="list-style-type: none"> Curriculum vitae of team reflecting relevant experience on any of the following: <p>Take note of the specific designation and scoring per grading</p>	Evidence CV reflecting experience in 1ME to 3ME <table border="1"> <tr> <td></td> <td>Mechanic</td> <td>Mechanic Assistance</td> </tr> <tr> <td>< 5 yrs.</td> <td>18</td> <td>18</td> </tr> <tr> <td>5+ yrs.</td> <td>21</td> <td>21</td> </tr> </table> CV reflecting experience in 4 ME <table border="1"> <tr> <td></td> <td>Mechanical Engineer</td> <td>Mechanic</td> <td>Mechanic Assistance</td> <td>Safety Officer</td> </tr> <tr> <td>< 5 yrs.</td> <td>8</td> <td>8</td> <td>8</td> <td>8</td> </tr> <tr> <td>5+ yrs.</td> <td>11</td> <td>11</td> <td>10</td> <td>10</td> </tr> </table> CV reflecting experience in 5 ME to 7 ME <table border="1"> <tr> <td></td> <td>Professionally, registered Mechanical Engineer</td> <td>Mechanical Engineer</td> <td>Mechanical Foreman</td> </tr> <tr> <td>< 5 yrs.</td> <td>6</td> <td>6</td> <td>6</td> </tr> <tr> <td>5+ yrs.</td> <td>7</td> <td>7</td> <td>7</td> </tr> <tr> <td></td> <td>Mechanic</td> <td>Mechanic Assistance</td> <td>Safety Office</td> </tr> <tr> <td>< 5 yrs.</td> <td>6</td> <td>6</td> <td>6</td> </tr> <tr> <td>5+ yrs.</td> <td>7</td> <td>7</td> <td>7</td> </tr> </table>			Mechanic	Mechanic Assistance	< 5 yrs.	18	18	5+ yrs.	21	21		Mechanical Engineer	Mechanic	Mechanic Assistance	Safety Officer	< 5 yrs.	8	8	8	8	5+ yrs.	11	11	10	10		Professionally, registered Mechanical Engineer	Mechanical Engineer	Mechanical Foreman	< 5 yrs.	6	6	6	5+ yrs.	7	7	7		Mechanic	Mechanic Assistance	Safety Office	< 5 yrs.	6	6	6	5+ yrs.	7	7	7
	Mechanic	Mechanic Assistance																																																			
< 5 yrs.	18	18																																																			
5+ yrs.	21	21																																																			
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< 5 yrs.	8	8	8	8																																																	
5+ yrs.	11	11	10	10																																																	
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< 5 yrs.	6	6	6																																																		
5+ yrs.	7	7	7																																																		
	Mechanic	Mechanic Assistance	Safety Office																																																		
< 5 yrs.	6	6	6																																																		
5+ yrs.	7	7	7																																																		
		42		Total																																																	

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C2		FUNCTIONAL CATEGORY – EXPERTISE, CAPABILITY, CAPACITY				
		Criteria	Possible points	Documentary proof in order to claim points	POINTS ALLOCATED (For office use only – circle the points and fill in the total)	
					Evidence	Points
C2.2	(Maximum of 24 points)	Relevant certificates	5	<ul style="list-style-type: none"> Copy of relevant CIDB grading 	Copy of CIDB grading:	5 for the relevant grading
					1 ME	
					2 ME	
					3 ME	
					4 ME	
					5 ME	
					6 ME	
					7 ME	
		Registration with relevant accrediting body	14	<ul style="list-style-type: none"> Certified copy of relevant registration with any relevant accreditation bodies like SACPCMP (South African Council for the Project and Construction Management Professions), ECSA (Engineering Council of South Africa) or any other South African registered council/body 	Certified copy, not older than 3 months, of RELEVANT registration	2
					Certified copy, not older than 3 months, of RELEVANT registration	2
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			2	<ul style="list-style-type: none"> • Certified copy of relevant registration OF THE COMPANY with the NHBRC 	Certified copy, not older than 3 months, of RELEVANT registration OF THE COMPANY	2
			3	Copy of relevant CSD registration – FULL report (not just the summary)	Copy of registration at Central Supplier Database for Government - FULL report (not just the summary)	3
					TOTAL	

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C3		LOCALITY				
	Criteria	Possible points	Documentary claim points	proof in order to	POINTS ALLOCATED (For office use only – circle the points and fill in the total)	
(Maximum of 15 points)	Proof of business/office locally based	15	<ul style="list-style-type: none"> Municipal account (water and electricity) of the bidder's premises <p style="text-align: center;">Or</p> <ul style="list-style-type: none"> In cases where the premises are hired an original letter/ lease agreement from the owner certifying that you are hiring the premises must be submitted with the bid document. <p>Take note information provided will be vetted.</p>	Business located within Metsimaholo / Moqhaka municipality, as well as Fezile Dabi district and in the Free state province	15	
				Business located within Fezile Dabi district and the Free State	10	
				Business located within the Free State province	5	
				Business located beyond the Free State province	0	
				Total		

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C4		PROOF OF FINANCIAL VIABILITY TO DELIVER THE SERVICE			
	Criteria	Possible points	Documentary proof in order to claim points	POINTS ALLOCATED (For office use only – circle the points and fill in the total)	
(Maximum of 10 points)	Financial analysis of business viability	10	<p>Latest copy of financial statements</p> <p>Take note:</p> <ul style="list-style-type: none"> The college reserves the right to verify the authenticity and credibility of the financial statements that are submitted with this bid. <p>In the event that a joint bid venture is submitted, parties to the joint venture must submit separate latest (not older than 18 Months) copy of audited financial statements for each joint venture party</p>	Financial Statements	10
TOTAL MAXIMUM POINTS		46		TOTAL	
					%