

		PROVISION AND MAINTANCE OF HYGIENE SERVICES IN THE ABLUTION FACILITIES IN TRANSNET PORT TERMINALS RICHARDS BAY FOR A PERIOD OF 12 MONTHS	
CRITERIA		DESCRIPTION	Evidence Provided
ELIGIBILITY	1. COIDA	The bidder is required to submit a valid letter of good standing from the Compensation Commission for Occupational Injuries and Disease Act No. 130 of 1993 (COIDA), The letter from COIDA must indicate the name of the bidder who will be tendering for cleaning or hygiene services. *The submitted proof will be verified with COIDA*.	Y/N
	3. Certification	The bidding company must submit Hazardous Waste as well as the Hygiene and Chemical Knowledge certificate of the Supervisor. *Certified Certificate/s will be accepted as such and should the certificate/s be found to be fraudulent after the award and during the contract period the bidder will be held liable for misrepresentation and the matter will be addressed in line with TPT policies and National Treasury guidelines*.	Y/N
The bidders must meet all the above THREE (3) criteria to move on to the next stage. TPT reserves the right to conduct verifications of all the evidence provided by the bidders.			

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EVALUATION CRITERIA					
CRITERIA		DESCRIPTION	WEIGHT (Points) %	SCORING PRINCIPAL	
1. Background Experience	1.1. The Bidder must submit three (3) traceable references for hygiene service for ablution facilities as per provided scope of work. The traceable references must be in the form of testimonial letters not older than 5 years from the closing date if this tender. The testimonial letter must be in the client's letterhead with the following: 1.1.1 Nature of Services Provided 1.1.2 Contact Person and Details 1.1.3 Signature 1.1.4 Date 1.1.5 The duration of the contract must not be ess than 12 months.	40	Three or more reference letters for hygiene service for ablution facilities monthly during a contract must not be less than 12 months duration, as per criteria. 1.1.	40 Points	
			Two reference letters for hygiene service for ablution facilities monthly during a contract must not be less than 12 months duration, as per criteria. 1.1.	20 Points	
			One, or no reference letters for hygiene service for ablution facilities monthly during a contract must not be less than 12 months duration, as per criteria. 1.1.	0 Points	
2. Regional or Local Procurement	2.1 The Bidder must submit a valid local municipality bill/signed and dated valid lease agreement/ signed and stamped letter from a local traditional council (Inkosi or delegated person) with the name, contact details and address of the company as proof that the company operates within 30 km radius from Transnet Port Terminals Richards Bay. NB: The letter submitted must not be older than two (2) months from the closing date of this tender.	30	Submitted a valid local municipality bill/dated and dated valid lease agreement/ signed and stamped letter from a local traditional council (Inkosi or delegated person) with the name, contact details and address of the company as proof that the company operates within 30 km radius from Transnet Port Terminals Richards Bay	30	
			No a valid local municipality bill/valid lease agreement/ letter submitted, the submitted lease agreement is not signed and dated or letter from Inkosi is not signed and stamped.	0	
2. Business Continuity Plan	3.1 The bidder must submit a comprehensive Business Continuity Plan. The plan must cover as minimum but not limited to the following topics, these topics must indicate a step-by-step system and mitigating factors that will prevent any disruption to the provision of flushable mobile toilet services. 3.1.1 Availability and attendance (Due to unrest or crisis) 3.1.2 Transport arrangements (Due to civil or labour unrest or crisis) 3.1.3 Strike management 3.1.4 Communication protocol (Communication channels, including the company organogram) 3.1.5 Emergency planning (The bidder must submit an emergency procedure in case of emergency during operations)	30	The plan submitted covered all the five (5) requirements 1.1.The Bidder must submit a signed and stamped letter from a local traditional council (Inkosi or delegated person) with the name, contact details and address of the company as proof that the company operates within 30 km radius from Transnet Port Terminals Richards Bay. NB: The letter submitted must not be older than two (2) months from the closing date of this tender.	30 Points	
			The plan submitted covered four (4) requirements	20 Points	
			The plan submitted covered three (3) requirements	5 Points	
			The plan submitted covered two (2) requirements, no submission or all requirements do not speak to the subject category	0 Points	
			100		
Technical Qualification Threshold = 70%. The bidders who fail to score the minimum threshold of 70% will be disqualified.					