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Strategy for Public Address
System Installation - Phase 2**

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1. INTRODUCTION

This report describes strategy and the technical evaluation criteria designed and created to evaluate the Design and Installation of the Public Address System – Phase 2 at Hendrina Power Station.

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 design, installation and commissioning of the PA System- Phase 2 project 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 a 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.

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The purpose of this tender technical evaluation Strategy is to summarise the technical evaluation criteria and capture all outcomes, documentation / information associated with the technical evaluation process of this project.

2.1.2 Applicability

This document is intended for, and shall be applicable, to Hendrina Power Station.

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] 240-48929482: Tender Technical Evaluation Procedure

[2] 32-1034: Eskom Procurement Policy

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

2.3 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.

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2.4 ABBREVIATIONS

Abbreviation	Description
C & I	Control and Instrumentation
EMP	Environmental Management Program
EMS	Environmental Management System
HMI	Human Machine Interface
OEM	Original Equipment Manufacturer
PA	Public Address
QA	Quality assurance
QC	Quality control
QCP	Quality Control Plan
QMS	Quality Management System
TES	Technical Evaluation Strategy
TET	Technical Evaluation Team
UPS	Uninterruptible Power Supply

2.5 ROLES AND RESPONSIBILITIES

As per 240-48929482: Tender Technical Evaluation Procedure in addition to the table below

Table 1: Defined Roles and Responsibilities

Compiler	The document compiler is responsible for ensuring that this document is up-to-date and that this document is not a duplication of an existing documentation, regarding the document's objectives and content.
Functional Responsibility (Middle Manager Facilities)	The Functional Responsible Person shall determine if the document is fit for purpose, before the document is submitted for authorisation.
Authoriser (Senior Manager)	The document authoriser is a duly delegated person with the responsibility to review the document for alignment to business strategy, policy, objectives and requirements. He/she shall authorise the release and application of the document.

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2.6 PROCESS FOR MONITORING

240-48929482: Tender Technical Evaluation Procedure Related/Supporting Documents

2.7 RELATED/SUPPORTING DOCUMENTS

- [1] 240-53716746: Tender Technical Evaluation Report Template
- [2] 240-53716712: Tender Technical Evaluation Results Form Template
- [3] 240-53716726: Tender Technical Evaluation Scoring Form Template

3. TENDER TECHNICAL EVALUATION STRATEGY

3.1 TECHNICAL EVALUATION THRESHOLD

To ensure that the tenders are eligible for evaluation, the tenderer shall meet all the mandatory requirements as indicated in Table 4 and the strict adherence to the notes that have been detailed in section 4.1.

The evaluation of tenders will be based on the tenderer's ability to meet the requirements specified in the projects scope of work. A weighted score card approach will be used to evaluate the tenders against the Employer's requirements. Final Scores will be calculated and processed to produce an final score out of 5, as seen in Technical Evaluation Score Card.

The minimum weighted final score (threshold) required for a tender to be considered from a technical perspective is 75%.

Table 2: Technical Evaluation Score Card

SCORE	PERCENTAGE	DESCRIPTION
5	100	COMPLIANT <ul style="list-style-type: none">• Tender meets mandatory criteria• Tender meets technical requirement(s)
4	80	COMPLIANT WITH ASSOCIATED QUALIFICATIONS <ul style="list-style-type: none">• Tender meets mandatory criteria• Meet technical requirement(s)
2	40	NON-COMPLIANT <ul style="list-style-type: none">• Tender meets mandatory criteria

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		<ul style="list-style-type: none">• Does not meet technical requirement(s) AND/OR; Unacceptable technical risk(s) AND/OR;• Unacceptable exceptions AND/OR;• Unacceptable conditions.
--	--	--

3.2 TET MEMBERS

Table 3: TET Members

TET number	TET Member Name	Designation
TET 1	Simphiwe Kubheka	C&I Senior Engineer
TET 2	Yolanda Makhuhleni	C&I System Engineer
TET 3	Mariam Ismail	C&I Engineer
TET 4	Christo Prinsloo	C&I Maintenance Advisor

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4. TECHNICAL EVALUATION CRITERIA

4.1 MANDATORY TECHNICAL EVALUATION CRITERIA

In order to be eligible for evaluation the tenderer shall meet the following gatekeepers:

Table 4: Mandatory Technical Evaluation Criteria

	Mandatory Technical Criteria Description	Reference to Technical Specification / Tender Returnable	Motivation for use of Criteria
1.	Has the Tenderer confirmed that they have a track record of at least 2 successfully completed projects as a minimum for the Installation of PA System in the industry	Tender Returnable	Previous similar work experience and key personnel allocated to this project should be documented (Organogram with key staff indicated). This is to ensure that all roles and responsibilities are covered. Resumes of key personnel to be provided.

4.2 QUALITATIVE TECHNICAL EVALUATION CRITERIA

Notes to tenderer:

- An undertaking is required that resources identified would not be changed on award of the Contract.
- The CV's of Key Personnel should have experience which is comparable in nature to the Scope of the specified in this tender.
- Where no information is offered by the Tenderer, no points shall be scored.
- The Tender Returnable should be numbered and in the correct order as defined in sections in Table 5 that is, 1.,1.a etc. Failure to do this will result in the tender to be excluded from the evaluations.

Table 5: Qualitative Technical Evaluation Criteria

	Qualitative Technical Criteria Description		Reference to Technical Specification / Tender Returnable	Criteria Weighting (%)	Criteria Sub Weighting (%)
1.	General Evaluation Criteria			40	
	1.1	Company structure, Project planning, Background and Experience of similar project completed as detailed in the scope of work for the installation of PA system	a> Provide your Company's organogram and reporting structure b> Demonstrate experience of similar services rendered. c> Provide a detailed "Project Implementation Plan" with a clear "step by step" (Method Statement) for implementing the required PA installation implementation services as outlined in the scope of work without service interruptions. d> Proof of implementation of similar contracts executed with the focus on duration. e> Provide evidence of at least 2 reference letters of similar service provided.		30 Company provides relevant and accurate documents detailing points (a) to (e) in the correct order (5 x 6% per point) Company documents are not in order, unclear or irrelevant, and have omissions. (0% per point)
	1.2	CV's of key personnel	a> Provide CV's including training/experience qualifications and portfolio of evidence of key personnel overseeing the project as specified below: b> Electrical or Electronic Engineer overseeing the Project		10 Company provides relevant and accurate documents detailing points (a) –(d) in the correct order (4 x 2.5% per point) Company documents are not in order, unclear or irrelevant

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			c> Project Manager and site supervisor experience and training d> Safety manager, training i.e. quality control systems, Safety control systems		(0% per point)
2.	Public Address System Integration and Project Management			30	
	2.1	Provide a proposed business mobilisation plan for the following services as per the Scope of Work	Method statement for the following: a> Site Evaluation b> Project implementation planning and Design c> Provide a method statement for Safety & Emergency preparedness d> Provide an organogram of responsible persons for site operations e> Proof of system integration of different PA systems		30 Company provides relevant and accurate documents detailing points (a) to (e) in the correct order (5 x 6% per point) Company documents are not in order, unclear or irrelevant and have omissions (0% per point)
3.	Quality, planning and Implementation			30	
	3.1	System overview and interpretation of the Works and returnable	a> List the Proposed PA system components and supporting brands of components of the proposed solution. b> A proposed network layout and integration. (Interface list)(Component list)		20 Company provides relevant and accurate documents detailing points (a) to (d) in the correct order (4 x 5% per point)

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			<p>c> Highlight critical functions based on the application and scope</p> <p>d> List the critical fail safes (interlock list)</p>		<p>Company documents are not in order, unclear or irrelevant</p> <p>(0% per point)</p>
	3.2	Installation and Quality Control	<p>a> List Critical Hold points in the procurement, manufacturing, and testing phases of the Project Implementation plan.</p> <p>b> Provide evidence of the Quality Management System and include one of the following:</p> <p>i. Quality Management Policy and a copy of ISO 9001:2008 certification; or</p> <p>ii. Quality Management Policy and a copy of Quality Manual that complies with ISO 9001:2008, including compliance audit report; or</p> <p>iii. Quality Management Policy, a copy of Quality Manual and copies of the 6 mandatory ISO 9001 procedures (control of records, control of documents, control of non-conformances, corrective action, preventive action and audits); or</p> <p>iv. Quality Management Policy or Quality Management Statement, and</p> <p>v. Copies of applicable documented business processes/procedures</p>		<p>10</p> <p>Company provides relevant and accurate documents detailing points a and b in the correct order (2 x 5% per point)</p> <p>Company documents are not in order, unclear or irrelevant</p> <p>(0% per point)</p>
				TOTAL:	
				100	

4.3 TET MEMBER RESPONSIBILITIES

Table 6: TET Member Responsibilities

Mandatory Criteria Number	TET 1	TET 2	TET 3	TET 4	TET 5	TET 6	TET 7	TET n
1	X	x	X	X	x	x	X	X
2	X	x	X	X	x	x	X	X
3	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
1.1	X	X	X	X	X	X	X	X
1.2	X	X	X	X	X	X	X	X
1.3	X	X	X	X	X	X	X	X
2.1	X	X	X	X	X	X	X	X
2.2	X	X	X	X	X	X	X	X
3.1	X	X	X	X	X	X	X	X
3.2	X	X	X	X	X	X	X	X
3.3	X	X	X	X	X	X	X	X

4.4 FORESEEN ACCEPTABLE / UNACCEPTABLE QUALIFICATIONS

4.4.1 Risks

Table 7: Acceptable Technical Risks

Risk	Description
1.	The overall (newly installed together with current) amplifier system does not fully comply with internal Eskom standards.
2.	
3.	
4.	
5.	

Table 8: Unacceptable Technical Risks

Risk	Description
1.	The newly installed power amplifiers do not interface with the existing Bosch amplifier system.
2.	The sound from the newly installed amplifiers does not is not loud enough
3.	
4.	
5.	
6.	

4.4.2 Exceptions / Conditions

Table 9: Acceptable Technical Exceptions / Conditions




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

Table 10: Unacceptable Technical Exceptions / Conditions

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

5. AUTHORISATION

This document has been seen and accepted by:

Name	Designation	Signature
Simphiwe Kubheka	C&I Engineering Engineer	
Bezi Mvula	C&I Engineering Manager	
Christo Prinsloo	C&I Contracts Manager	
Vincent Malaza	C&I Maintenance Manager	

6. REVISIONS

Date	Rev.	Compiler	Remarks
August 2021	0	Simphiwe Kubheka	Original compilation
November 2021	1	Simphiwe Kubheka	Used a different Technical Evaluation Criteria Template

7. DEVELOPMENT TEAM

The following people were involved in the development of this document:

- Simphiwe Kubheka

8. ACKNOWLEDGEMENTS

- N/A

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