
The following evaluation process and criteria will be used to evaluate all bids submitted:

1. Administrative Compliance

1.1. All bids duly lodged will be examined to determine compliance with bidding requirements and conditions. Bids with obvious deviations from the requirements/conditions, will be eliminated from further evaluation.

1.2. Critical Criteria:

The following critical Criteria has been identified for this bid and any non compliance thereto will lead to the bid being regarded as non-responsive and eliminated from further evaluation

- A valid original tax clearance certificate being submitted
- The bid submitted in the format as prescribed

2. Price, Functionality and Preference Point Evaluation

2.1. A maximum of 90 marks will be awarded for functionality and a maximum of 10 marks will be awarded for specific goals

2.2. The formulae as per the Preferential Procurement Policy Framework Regulations (available for perusal on the W&RSETA website or on written request from tenders@wrseta.org.za) will be used to calculate the points for functionality and preference points.

2.3. Price – based on fixed price

3. Presentations

If the Tender Evaluation committee decides to request for presentations by the bidders short listed according to the scoring as detailed in 2 above, requests for presentations will be sent to the relevant bidders via e-mail at least 3 working days prior to the date of presentations.

4. Adjudication of Bid

The Tender Adjudication Committee will consider the recommendations and make the final award. The successful bidder will usually be the service provider scoring the highest number of points or it may be a lower scoring bid on justifiable grounds or no award at all.

5. Evaluation Criteria and Weighting

Price – Relative competitiveness of price		O (Fixed Cost)
Technical		90
<p>Technical Evaluation of the proposal will be based on the following weightings per criterion. These criteria will be used with the same weighting attached to them for both the Technical Evaluation as well as the Presentation Evaluation. Bidders need to ensure that there is sufficient proof in the Technical Proposal to serve as proof of these criteria.</p>		
Criterion	Weighting	Submission Requirement
Experience	30	Reference to similar projects and Contactable references
Ability to deliver	30	Proof of CV's and capacity to deliver (Regional capacity must be proven)
Understanding of W&R Environment	20	Proof of previous training in the W&R sector
Understanding of the project	10	Interpretation and understanding of the terms of reference