

## STAGE 2: Functional Evaluation

Bidders who qualified for the previous stage(s) of the Evaluation will then be evaluated in terms of the functional requirements.

### 7.5 Scoring Criteria:

- All bidders who met all the mandatory functional requirements will now be evaluated further on functionality.
- A minimum score of 70 points out of 100 will be required to pass the Functional Evaluation stage.
- The ECDOE will analyse and assess functional capability and therefore the bidder should demonstrate the following:

TECHNICAL EVALUATION CRITERIA						
CRITERIA	SUB-CRITERIA			POINTS		
<b>Company experience</b>	<b>Guarding physical security:</b> Company must have a minimum of 3 years' experience. Proof of experience must be provided in the form of <b>contactable references letter/s</b> (must be on the letterhead of the previously serviced client and to include number of years)			<b>30</b>		
	<3 years	3 years	4 – 6 years		7 - 9	10 years and above
	0	5	10		20	30
<b>The qualifications and experience of Company Supervisor to be utilized for this project</b>	Grade B PSIRA Certificate together with Grade 9 or equivalent Certificate and less than 3 years' experience			5	<b>20</b>	
	Grade B PSIRA Certificate together with Grade 9 or equivalent Certificate and 3 – 4 years' experience			10		
	Grade B PSIRA Certificate together Grade 9 or equivalent Certificate and 5 years' experience			15		
	Grade B PSIRA Certificate together with Grade 9 or equivalent Certificate and more than 5 years' experience			20		
<b>Operational plan</b>	Detailed operational plan on how the sites would be managed and controlled during rendering of security services considering the following elements: <ul style="list-style-type: none"> <li>Guards posting and work procedures (2.5)</li> <li>Plan to address security breach incidents, indicate the procedure (2.5)</li> <li>Contingency planning (labour unrest/ strikes by either both the company employees or departmental employees) (2.5)</li> <li>Security Equipment to be used in line with the Specification (2.5)</li> <li>Communication/ monthly reporting and meetings (2.5)</li> <li>Must show understanding of legislation that governs this environment of security provision, employment relations and benefits. (PSIRA and Department of Labour) (2.5)</li> </ul>			<b>15</b>		

<b>Control/ Operations Room</b>	The bidder must demonstrate that the company has an operations room/ control room and meets the minimum requirements. The bidder must submit an affidavit that confirms the availability of the control/operations room, in the affidavit the physical address of the control/operations room must be shown. The department may conduct a site inspection to verify the existence of the control/operations room. On verification and it is found that the bidder has misrepresented the facts in relation to this requirement the bidder will automatically be withdrawn		<b>35</b>
	The bidder does not have a control/ operations room.	0	
	The bidder has a control/ operations room, meets minimum requirements but situated outside the Eastern Cape.	15	
	The bidder has a control/ operations room, meets minimum the requirements and is situated in the Eastern Cape.	35	
<b>TOTAL</b>			<b>100</b>

- All bids that qualify for this stage of the evaluation process are considered acceptable bids/tenders.
- The Department reserves the right to reject proposals that are not submitted in the prescribed format or where the information presented is illegible or incomplete.