

T2.2-01: Eligibility Criteria Schedule:

Certificate of Attendance at Tender Clarification Meeting

This is to certify that

(Company Name)

Represented
by:

(Name and
Surname)

Was represented at the compulsory tender clarification meeting

Held at:		
On (date)		Starting time:

Particulars of person(s) attending the meeting:

Name

Signature

Capacity

Attendance of the above company at the meeting was confirmed:

Name

Signature

**For and on Behalf of the
Employers Agent.**

Date

T2.2-02: Eligibility Criteria Schedule - CIDB Grading Designation

Note to tenderers:

Tenderers are to indicate their CIDB Grading by filling in the table below. **Attach a copy of the CIDB Grading Designation or evidence of being capable of being so registered.**

CRS Number	Status	Grading	Expiry Date

1. Only those tenderers who are registered with the CIDB, or are capable of being so prior to the evaluation of submissions, in a contractor grading designation equal to or higher than a contractor grading designation determined in accordance with the sum tendered or a value determined in accordance with Regulation 25 (1B) or 25(7A) of the Construction Industry Development Regulations, for a **1GB or Higher** class of construction work, are eligible to have their tenders evaluated.

T2.2-03: Evaluation Schedule - Management & CV's of Key Personnel

The tender must be able to demonstrate that the project personnel have sufficient knowledge, experience and qualifications to provide the required services and submit the following documents as a minimum with the tender:

1. The experience of assigned key persons in relation to the scope of work will be evaluated from three different points of view, namely:
 - i. Relevant experience
 - ii. The education, training and skills of the assigned staff in the specific sector, field, subject, etc. which is directly linked to the Scope of Works. Proof of education and training must be attached to the C.V.
2. Comprehensive CV's should be attached to this schedule:

As a minimum each CV should address the following, but not limited to;

- i. Personal particulars
 - a. Name
 - b. Place (s) of tertiary education and dates associated therewith
 - c. Professional awards
- ii. Qualifications (degrees, diplomas, grades of membership of professional societies and professional registrations)
- iii. Name of current employer and position in enterprise
- iv. Overview of post graduate experience (year, organization and position)
- v. Outline of recent assignments / experience that has a bearing on the Scope of Works

List of Key Persons assigned to the above disciplines

No.	Key Persons	Name and Surname	CV attached (Yes/No)
1			
2			
3			
4			
5			
6			

The scoring of the Management & CV's of Key Persons will be as follows:

Score	Management & CV's of Key Personnel
0	The tenderer has not submitted any information to determine a score.
20	Project Site Supervisor has less than 1 year experience in similar areas, conditions and circumstances in relation to glass partition installation.
40	Project Site Supervisor has one year and less than two years' experience in similar areas, conditions and circumstances in relation to glass partition installation.
60	Project Site Supervisor has two years and less than four years' experience in similar areas, conditions and circumstances in relation to glass partition installation.
80	Project Site Supervisor has more than four years and less than five years' experience in similar areas, conditions and circumstances in relation to glass partition installation.
100	Project Site Supervisor has more than five years' experience in similar areas, conditions and circumstances in relation to glass partition installation.

Index of documentation attached to this schedule:

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T2.2-04: Evaluation Schedule: Previous Experience

Note to tenderers:

Tenderers are required to demonstrate performance in comparable projects of similar size and nature by supplying the following:

- A list of past / current comparable projects.
- Construction of similar works as detailed in the Works Information with reference to:
 - Building works
- Sufficient references to substantiate experience indicated (Client name and contact details, project description, duration and contract value)

Index of documentation attached to this schedule

	DOCUMENT NAME
1	
2	
3	
4	
5	
6	

Score	Previous Experience
0	The tenderer has not submitted any information to determine a score.
20	Tenderer has less than one year experience in similar areas, conditions, and circumstances in relation to glass partition installation.
40	Tenderer has one year and less than two years' experience in similar areas, conditions, and circumstances in relation to glass partition installation.
60	Tenderer has two years and less than three years' experience in similar areas, conditions, and circumstances in relation to glass partition installation.
80	Tenderer has three years and less than five years' experience in similar areas, conditions, and circumstances in relation to glass partition installation.
100	Tenderer has more than five years' experience in similar areas, conditions, and circumstances in relation to glass partition installation.

T2.2-05: Evaluation Schedule: Programme

Note to tenderers:

Programme

Ability to execute the works in terms of the Employer's requirements within the required timeframe indicating the order and timing of the work that will take place in order to provide the service, taking into account and not limited to start date, completion date, long lead item, and HSE and quality requirements.

The programme must be relevant with logical sequence of events aligned to activities for the successful completion of the scope of works in the most efficient manner. The schedule should indicate the following but not limited to:

- a. All Contractor activities indicated
- b. Follow project management techniques (Critical path & long lead items)
- c. Activities' logical sequencing and activities' links/relationship and durations
- d. Reflect hold points (Milestones, risks & key dates)
- e. Within required execution period (Start & end date of project)

The scoring of the Programme will be as follows:

Score	Programme
0	The tenderer has not submitted any information to determine a score.
20	The tenderer's schedule complies with only one of the above stated schedule requirements.
40	The tenderer's schedule complies with two of the above stated schedule requirements.
60	The tenderer's schedule complies with three of the above stated schedule requirements.
80	The tenderer's schedule complies with four of the above stated schedule requirements.
100	The tenderer's schedule complies with all of the above stated schedule requirements.

T2.2-06: Evaluation Schedule – Quality Management

1. The tenderer is to note that if successful, and awarded the contract, shall execute and complete the contract as per as per the Quality Management Standard and should include but not be limited to:
 - a. Project Quality Plan for the contract.
 - b. The Contractor's Quality Policy.
 - c. Clearly defined Method Statement.
 - d. Index of procedures to be used during the contract.
 - e. Hold points clearly defined.

Attached submissions to this schedule:

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The scoring of the Quality Management will be as follows:

Score	Quality Control Plan
0	The tenderer has not submitted any information to determine a score.
20	The tenderer's Quality Control Plan complies with only one requirement from the stated above requirements.
40	The tenderer's Quality Control Plan complies with two requirements from the stated above requirements.
60	The tenderer's Quality Control Plan complies with three requirements from the stated above requirements.
80	The tenderer's Quality Control Plan complies with four requirements from the stated above requirements.
100	The tenderer's Quality Control Plan complies with all requirements from the stated above requirements.