|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **ENQUIRY NO.** |  | | | | | | | | | |
| **NAME OF BUYER** |  | | | | | | | | | |
| **NAME OF PM** |  | | | | | | | | | |
| **PROJECT** |  | | | | | | | | | |
| **SCOPE** |  | | | | | | | | | |
| **REPORT REVISION** | 0 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| **CONTRACTOR/SUPPLIER** | | | | | | | | | | |
| **Name and Details** |  | | | | | | | | | |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **PURPOSE** | | To assess whether the above-mentioned supplier/s submitted the required ***environmental documentation*** as specified in the enquiry referenced below, and that such documentation complies with the specified requirements**.** | | | | | | |
| **REFERENCE DOCUMENTATION** | | Environmental Requirements for Contractors and /or Suppliers (PDPMAN-ST-37)  TRMSCAAC  Environmental Authorization and Environmental Management Programme  PDP ISO14001: 2015 - Environmental Management System Manual (PDPMAN-MN-03  Waste Management Plan (PDPMAN-PN-53)  Environmental Incident Management Procedure (240-133087117)  Environmental Aspects and Impacts Register (PDPMAN-FM-116) | | | | | | |
| **EVALUATION CRITERIA** | | | | | | | | |
| The tender submission score sheet indicating the criteria to be used, the scoring on each criterion and the scoring per descipline in multidisciplinary parkages shall be authorised by the relevant senior manager. This tender submission score sheet shall be issued with the inquiry documents to be used for technical evaluation purposes.  **The scoring criteria: 0 – no document submitted or not meeting the full requirements; 1 – requirements met** | | | | | | | | |
| **ENVIRONMENTAL EVALUATION CRITERIA** | | | | | | | | |
| **CRITERIA** | | | | | **SCORE** | | | |
|  | | | | | **Evaluator 1** | **Evaluator 2**  *(If applicable)* | | **Reviewed *Score****(in case of 2 evaluators)* |
| **1. (a) ENVIRONMENTAL MANAGEMENT SYSTEM (*in line with ISO 14001*)**  **Option 1** | | | | | | | | |
| 1.1 Environmental Policy Signed and Authorized (Clause 5.2) | | | | |  | 0 | | 0 |
| 1.2 Environmental Documentation (ISO 14001:2015 EMS manual) | | | | |  | 0 | | 0 |
| 1.3 Environmental Aspects Relating to Activity (Clause 6.1.2) | | | | |  | 0 | | 0 |
| 1.4 Environmental Compliance Obligations (Clause 6.1.3) | | | | |  | 0 | | 0 |
| 1.5 Resources, Competence and Awareness (Clause 7.1, 7.2 & 7.3) | | | | |  | 0 | | 0 |
| 1.6 Environmental Communication (Clause 7.4) | | | | |  | 0 | | 0 |
| 1.7 Documented Information (Clause 7.5) | | | | |  | 0 | | 0 |
| 1.8 Non- Conformity and Corrective Action (Clause 10.2) | | | | |  | 0 | | 0 |
| 1.9 Environmental Emergency Preparedness and Response (Clause 8.2) | | | | |  | 0 | | 0 |
| 1.10 Performance Evaluation (Monitoring, Measurement, Analysis and Evaluation (9.1) | | | | |  | 0 | | 0 |
| 1.11 Internal Audit (Clause 9.2) and Internal Audit Programme (Clause 9.2.2) | | | | |  | 0 | | 0 |
| 1.12 Management/Performance Review (Clause 9.3) | | | | |  | 0 | | 0 |
| **1. (b) Environmental Management System Requirements ISO 14001 : 2015**  **Option 2**  **Valid certification of the Environmental Management System by an accredited body as per Scope of Works** | | | | | | | | |
| 1.1 Product/Service Scoping defined (EMS Manual) | | | | |  | 0 | | 0 |
| 1.2 Approved and Authorized | | | | |  | 0 | | 0 |
| 1.3 Recognized International Accredited Affiliation | | | | |  | 0 | | 0 |
| 1.4 Validity (Valid on the day of evaluation) | | | | |  | 0 | | 0 |
| **2. ENVIRONMENTAL MANAGEMNENT PROGRAMME** | | | | | | | | |
| 2.1 Handling of Hazardous Chemical Substances (including contaminated waste or materials) | | | | |  | 0 | | 0 |
| 2.2 Vegetation Management | | | | | **N/A** | **0** | | **0** |
| 2.3 Site Establishment | | | | |  | 0 | | 0 |
| 2.4 Water Management (Consumption, Uses, Water Source, Storm Water, Testing, NWA) | | | | |  | 0 | | 0 |
| 2.5 Access Control and Routes | | | | | **N/A** | 0 | | 0 |
| 2.6 Noise and Dust control (Management controls) | | | | |  | **0** | | **0** |
| 2.7 Environmental Human Resources (CV of person who will be responsible for Environmental monitoring, reporting and incident management) | | | | |  | 0 | | 0 |
| 2.8 Environmental Awareness (e.g. Induction) | | | | |  | 0 | | 0 |
| 2.9 Environmental Incident Reporting | | | | |  | 0 | | 0 |
| 2.10 Landowner Liaison (e.g. access agreements and complaints/grievance resolution) | | | | | **N/A** | **0** | | **0** |
| 2.11 Rehabilitation | | | | |  | **0** | | **0** |
| **3. WASTE MANAGEMENT PLAN** | | | | | | | | |
| 3.1 Procedure/method statement submitted | | | | |  | 0 | | 0 |
| 3.2 Inventory of possible waste to be generated by the project | | | | |  | 0 | | 0 |
| 3.3 Waste segregation and related legislation | | | | |  | 0 | | 0 |
| 3.4 Waste minimization and related legislation | | | | |  | 0 | | 0 |
| 3.5 Waste Handling and Disposal | | | | |  | 0 | | 0 |
| **4. ENVIRONMENTAL BILL OF QUANTITIES** | | | | | | | | |
| 4.1 Environmental Bill of quantities submitted | | | | |  | 0 | | 0 |
| 4.2 Waste management activities | | | | |  | 0 | | 0 |
| 4.3 Land management ( e.g. Rehabilitation costs, Erosion control/ berms, maintenance of access roads, No Go fencing, vegetation clearing) | | | | |  | **0** | | **0** |
| 4.4 Pollution ( e.g. dust suppression, building of bund walls, building of wash bays and workshops) | | | | |  | **0** | | **0** |
| 4.5 Water Management | | | | |  | 0 | | 0 |
| 4.6 Human Resources ( Environmental/SHE Officer Services) | | | | |  | 0 | | 0 |
| **Final Score Total**  *Formula:*  *Option1 - requirements1+3+4= TOTAL*  *Option2 - requirements 2+3+4= TOTAL* | | | | **Maximum Total** | **Total** | **Actual Total**  *(If applicable****)*** | | |
|  |  |  | |  |
| **FINAL SCORE PERCENTAGE (%)** | | | | | | | | |
| **%** | | | | | | | | |
| **THRESHOLD**  The score that each tenderer receives will provide a numeric basis for tender comparison. The minimum weighted average score required for a tender to be considered must be ***80%*** or above. | | | | | | | | |
|  | | | | | | | | |
| **Motivation/Reason for failing to attain minimum passing (*80%*) score in the evaluation above** | | | | | | | | |
| **No.** | **Requirement** | | | | **Issue** | | | |
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|  |  | | | |  | | | |
| **EVALUATOR 1** | | | | | | | | |
|  | | |  | | | |  | |
| Name | | | Signature | | | | Date | |
| **EVALUATOR 2** | | | | | | | | |
|  | | |  | | | |  | |
| Name | | | Signature | | | | Date | |
| **APPROVER** | | | | | | | | |
|  | | |  | | | |  | |
| Name | | | Signature | | | | Date | |