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ENQUIRY NO	
NAME OF PROJECT MANAGER	
NAME OF BUYER	
PROJECT	
SCOPE	
REVISION REPORT	

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	SHEQ Policy: 32-727 32-726 SHE Requirements for Commercial processes

2.3 EVALUATION CRITERIA
The tender submission score sheet indicating the criteria to be used, the weighting of each criterion and the weighting per discipline in multidisciplinary packages shall be authorised by the relevant senior manager. The approved tender submission score sheet shall be issued with the enquiry document to be used for technical evaluation.

ENVIRONMENTAL EVALUATION CRITERIA		
DOCUMENT REQUIREMENTS: EMS, ENVIRONMENTAL MANAGEMENT PLAN, ENVIRONMENTAL AUTHORISATION AND ENVIRONMENTAL REQUIREMENTS FOR CONTRACTORS	SCORE	
	Maximum	Actual
1. ENVIRONMENTAL MANAGEMENT SYSTEM (e.g ISO 14001)		
1.1 Environmental Policy	1	
1.2 Objectives and Targets	1	
1.3 Roles and Responsibilities	1	
1.4 Communication	1	
1.5 Internal Audits	1	
1.6 Emergency Preparedness (Environmental related emergencies)	1	
1.7 Monitoring, measurement and evaluation of compliance	1	
1.8 Non Conformance, Corrective action and preventive action	1	
1,9 Management Review	1	
2. ENVIRONMENTAL MANAGEMNENT PLAN		
2.1 Handling of Hazardous Chemical Substances	1	
2.2 Vegetation Management	N/A	
2.3 Site Establishment	1	
2.4 Water Management	1	
2.5 Access Control	1	
2.6 Dust and Noise control	1	

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2.7 Environmental Human Resources	1	
2.8 Environmental Training	1	
2.9 Environmental Incident Reporting	1	
2.10 Landowner Liaison	1	
2.11 Rehabilitation	1	
2.12 Compliance to Other Legal Requirements	1	
2.13 Energy efficiency	1	
3. WASTE MANAGEMENT PLAN		
3.1 Procedure/method statement submitted	1	
3.2 Register of possible waste to be generated by the project	1	
3.3 Waste separation	1	
3.4 Waste minimisation	1	
3.5 Records of waste quantities disposed (Template)	1	
3.6 Legislation requirements	1	
4. ENVIRONMENTAL BILL OF QUANTITIES		
4.1 Environmental Bill of quantities submitted	1	
4.2 Waste management	1	
4.3 Land management (e.g. Rehabilitation costs, Erosion control/berms, maintenance of access roads, No Go fencing, vegetation clearing)	N/A	
4.4 Pollution (e.g. dust suppression, building of bund walls, building of wash bays and workshops)	1	
4.5 Water Management	1	
4.6 Human Resources (Environmental Officer Services)	1	
4.7 Environmental Management System	1	
Final Score Total	Maximum Total	Actual Total
FINAL SCORE PERCENTAGE (%)		
THRESHOLD		
COMMENTS		
Motivation for failing to attain maximum score in the evaluation above		
No.	Requirement	Issue

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ENVIRONMENTAL EVALUATOR			
	ACCEPTABLE	UNACCEPTABLE	
Name	Signature	Date	