	Kendal Power Station Supplier Quality Evaluation Questionnaire	Unique Identifier	*1037857
		Document Type	Form
		Revision	01
		Authorisation Date	August 2023
		Review Date	August 2026
		Business Assurance	

SUPPLIER QUALITY EVALUATION QUESTIONNAIRE

BUYER :
 ENQUIRY NO :
 SCOPE OF WORK :
 NAME OF CONTRACTOR:
 DATE :

The criteria used to evaluate the tenders are as below:

1 Evaluation scoring of individual quality deliverables, within FUNCTIONALITY requirement:


Description	Score	Rating
Supplier meets Employer's Quality Requirements	50	90%
Completed and signed Form A	5	10%

SECTION A

CATEGORY 1: Quality Management System Requirements ISO 9001:2008. Valid certification of Quality Management System by an ISO accredited body

Item	Requirement Description	Submitted - Yes	Submitted - No	Max points	Actual points	Remarks
1.1	Valid certification of ISO 9001 Quality Management			8		

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	System by an ISO accredited body relevant					
1.2	Copy of an Internal and external management system audit report (with corrective & correction report)			6		
1.3	Draft Contract Quality Plan			6		
1.4	Draft Inspection and Test Plan or Quality Control Plan			6		
1.5	Control of external provided processes, product and service			6		
1.6	Copy of documented information for roles, responsibilities and authorities			6		
1.7	The supplier shall submit documented information retained (records) of management review meetings that include agenda, meeting minutes, attendance registers, reports, presentations, etc.			6		

CATEGORY 2 Valid certification of Quality Management System by an ISO accredited and Objective evidence of QMS in operation (Tender Quality Requirements -Ref QM-58 or 240-515)

Item	Requirement Description	Submitted - Yes	Submitted - No	Max points	Actual points	Remarks
2.1	Quality Management System Manual				14	
2.2	Quality Policy				3	
2.3	Control of documented information (both maintain and retain documented information)				3	
2.4	Internal Audit Procedure				3	
2.5	Control of Non-conformity products or service output				3	
2.6	Nonconformity and Corrective Action procedure				3	

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2.7	Quality Objectives				3	
2.8	Copy of an Internal management system audit report (with NCR, corrective & preventive report)				3	
2.9	Draft Contract Quality Plan				3	
2.10	Draft Inspection and Test Plan or Quality Control Plan					
2.11	Control of external provided processes, product, and service				3	
2.12	Copy of documented information for roles, responsibilities, and authorities				0	
2.13	The supplier shall submit documented information retained (records) of management review meetings that include agenda, meeting minutes, attendance registers, reports, presentations, etc.				3	

CATEGORY 3: Valid certification of Quality Management System by an ISO accredited and Objective evidence of QMS in operation (Tender Quality Requirements -Ref QM-58 or 240-515)


Item	Requirement Description	Submitted - Yes	Submitted - No	Max points	Actual points	Remarks
3.1	Quality Management System Manual				20	
3.2	Quality Policy				3	

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3.3	Control of documented information (both maintain and retain documented information)				3	
3.4	Internal Audit Procedure				3	
3.5	Control of Non-conformity products or service output				3	
3.6	Nonconformity and Corrective Action procedure				3	
3.7	Quality Objectives				3	
3.8	Where applicable; the supplier shall submit an example of inspection and test plan (ITP) or quality control plan (QCP) on similar or previous work done.				3	
3.9	Draft Contract Quality Plan				3	
3.10	The supplier shall submit a copy of documented information for roles, responsibilities, and authorities in relation to the QMS. Examples of relevant documented information are organization				3	

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	charts, job descriptions, work instructions, duty statements, manuals, procedures.					
3.11	The supplier shall submit documented information for Control of Externally Provided Processes, Products and Services.				3	

CATEGORY 4: Quality Requirements -Ref QM-58 or 240-515


Item	Requirement Description	Submitted - Yes	Submitted - No	Max points	Actual points	Remarks
4.1	The supplier shall submit a quality method statement based on ISO 9001 (Method Statement should address all the supplier business management process)				10	
4.2	The supplier shall submit a signed Quality Policy				10	
4.3	The supplier shall submit a copy of Quality objectives				10	
4.4	Control of external provided processes, product and service				10	
4.5	Copy of documented information for roles, responsibilities and authorities.				10	

SECTION B:

User defined additional Requirements & miscellaneous (Ref QM-58)

Item	Requirement Description	Submitted -	Submitted - No	Max points	Actual points	Remarks
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		Yes				
E.1	Completed and signed Form A (Enquiry/Contract/ Quality Requirements for QM58 and ISO 9001)				5	
Total Score		Percentage Score = $\frac{\text{Actual Score}}{\text{Total Score}} \times 100$				

CONCLUSION

Quality forms part of the objective Criteria that suppliers have to meet under the Preferential Procurement Policy Framework Act (PPPFA). From a Quality perspective – The suppliers to be considered for further negotiations (if applicable), and contract award, are the suppliers with scores that meet the threshold set for functionality.

Area	Contractor complies > 80%	Contractor partially complies 70 % - 79%	Non-Compliant contractor < 70
Quality			

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COMMENTS :

APPROVED BY:

NAME OF ASSESSOR	DESIGNATION	SIGNATURE	DATE

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