



UNIVERSITY OF THE
FREE STATE
UNIVERSITEIT VAN DIE
VRYSTAAT
YUNIVESITHI YA
FREISTATA
UNIVERSITY ESTATES

PROCUREMENT EVALUATION PROCESS

Tender evaluations

The University makes use of the 80/20 and 90/10 systems. Both follow a two stage evaluation process. All tender submissions will be assessed for compliance with the mandatory requirements in order to make it to the next process, which is the evaluation process.

Those tenderers that qualify for stage 1 (Scoring a Minimum of 8 Points) will move to the Second stage, which will be evaluated according to the financial evaluation and points for Preference (80/20).

Stage 1: Mandatory Requirements

The minimum requirements for evaluation in stage 2 entails attaining a minimum score of 8 points.

Stage 2: Price & Preference analysis

The below formulae is used to calculate the financial evaluation points.

Scoring Financial Offers

Score the financial offers of remaining responsive tender offers using the following formula:

$$NFO = W1 \times A$$

Where:

NFO is the number of tender evaluation points awarded for the financial offer

W1 is the maximum possible number of tender evaluation points awarded for the financial offer

A is a number calculated using the formula and option described in Table F.1

Table F.1: Formulae for calculating the value of A

Formula	Comparison aimed at achieving	Option 1 ^a	Option 2 ^a
1	Highest price or discount	$A = \frac{P - P_m}{P_m}$	$A = P / P_m$
2	Lowest price or percentage commission/fee	$A = 1 + (P - P_m)$	$A = P_m / P$

^a P_m is the comparative offer of the most favourable comparative offer. P is the comparative offer of the tender offer under consideration.

Scoring Preference

BBEE score card

B-BBEE Status Level of Contributor	Number of Points
Level 1	10
Level 2	9
Level 3	8
Level 4	5
Level 5	4
Level 6	3
Level 7	2
Level 8	1
Non-complaint contributor	0