|  |  |
| --- | --- |
|  | **PG 6: Evaluate tender offers in terms of undertaking and parameters established in procurement documents**(Version 1: October 2020) |
| **Proposed contract****Project no:**       **Project description:**      **Contract No:**       **Title:**       |
| **Framework contract:** [ ]  yes [ ]  no (*tick appropriate box)***Estimated total of the prices for the contract including VAT and price adjustment for inflation:**       (if a framework agreement – state not applicable)**Time** (no of weeks from start of contract to completion/ delivery / end of service):      **Brief description of work associated with the contract:**      |
| **Procurement Gate 6 (PG 6)**Paragraph 6.3.6 of the National Treasury Framework for Infrastructure delivery and Procurement Management states the following:a) Evaluate tender offers premised on undertakings and parameters established in procurement documents. b) Minimum Requirement for PG 6: 1) Determine whether tender offers are complete. 2) Determine whether tender offers are responsive. 3) Evaluate tender submissions. 4) Review minimum compliance requirements for each tender. 5) Perform a risk analysis. 6) Prepare a report on tender offers received, and on their achievement of minimum compliance. c) PG 6 is complete when the chairperson of the Bid Evaluation Committee approves the BEC report. |
| **Attach duly completed tender evaluation report(s)** |
| **Recommendation for the award of tender made by:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(insert position or structure recommending) **Signature Date** |
| **Evaluation report reviewed and recommendation for approval of tender ratified by:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Chairperson of the evaluation committee Signature Date** |

Members of the evaluation committee:

|  |  |
| --- | --- |
| **Name**  | **Designation** |
|  |  |
|  |  |
|  |  |
|  |  |

|  |
| --- |
| **Outcome of submission**[ ]  The recommendations of the tender evaluation report are approved. [ ]  The recommendations of the tender evaluation report are approved are confirmed subject to the following being effected:      [ ]  The tender evaluation report is hereby returned to the evaluation committee for the following reasons:     **Name: Signature: Date:****Chairperson of the Bid Adjudication Committee (BAC)** |
| The members of the BAC participating in this decision were as follows:

|  |  |
| --- | --- |
| **Name**  | **Designation** |
|  |  |
|  |  |
|  |  |
|  |  |

 |