

Assessment grid for the technical evaluation of tenders for contracts up to the value of EUR 20,000 (CV, concept + price)

Organisational unit		Project title		GIZ Office Beirut						Date		November 6, 2020	
Officer responsible for the commission		Mrs. Elisabeth Girrbaach								PN		18.9207.4-001.00	
Assessor										Contract no.		83368364	

(1) Criterion	(2) Weighting in %	Enter tenderer 1		Enter tenderer 2		Enter tenderer 3		Enter tenderer 4		Enter tenderer 5		Enter tenderer 6	
		(3) Points (max.10)	(4) Assessment (2)x(3)	(3) Points (max.10)	(4) Assessment (2)x(3)	(3) Points (max.10)	(4) Assessment (2)x(3)	(3) Points (max.10)	(4) Assessment (2)x(3)	(3) Points (max.10)	(4) Assessment (2)x(3)	(3) Points (max.10)	(4) Assessment (2)x(3)
1. Qualifications of proposed staff (as per the rules and criteria in the Terms of reference)													
1.1 Expert 1:													
1.1.1 General qualifications													
- Education	10												
- Professional experience	15												
1.1.2 Experience in the region/knowledge of the country													
1.1.3 Language skills													
Enter languages	15												
Subtotal for 1.1	40		0		0		0		0		0		0
1.2 Expert 2:													
1.2.1 General qualifications													
- Education													
- Professional experience													
1.2.2 Experience in the region/knowledge of the country													
1.2.3 Language skills													
Enter languages													
Subtotal for 1.2	0		0		0		0		0		0		0
Total for section 1	40		0		0		0		0		0		0
2. Appropriateness of the proposed concept (according to the rules and criteria in the Terms of Reference)													
2.1 Number of employees associated to the firm	15												
2.2 company's registration documents	15												
2.3 Number of clients served in the last 3 years +	15												
2.4. reference check													
2.5 Company's past experience and performance/NGOs	15												
Total for section 2	60		0		0		0		0		0		0
Technical assessment	100		0		0		0		0		0		0
Technical assessment in %			0.00%		0.00%		0.00%		0.00%		0.00%		0.00%
3. Total for financial assessment													
Overall assessment in %													
= (assessment score for the concept / highest score for the concept) x 35 % + (assessment score for qualifications of staff : highest score for qualifications of staff) x 35 % + (lowest financial bid - tenderer's financial bid) x 30 %													
Specific advantages/risks (see supplementary sheet)													
Rank													

I hereby declare that I have carried out this assessment independently and to the best of my knowledge and belief. I will keep the data confidential and will not pass on any information regarding the current assessment procedure.

Date, Name