

# Assessment grid for checking the eligibility of candidates/tenderers (all procedures)

1	Officer responsible for the commission		Project title	<b>Gender Responsive and Inclusive Politics and Economy in the MENA Region</b>	Processing number:	<b>21.2190.3-004.00</b>
2	Commercial assessor		Service tendered:	<b>Communication Agency for implementing the communication strategy d</b>	Transaction number:	
3	Technical assessor					
4						

5		<b>Candidate/tenderer 1</b>	<b>Candidate/tenderer 2</b>	<b>Candidate/tenderer 3</b>	<b>Candidate/tenderer 4</b>	<b>Candidate/tenderer 5</b>
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**6 A. General information (all procedures)**

7	<b>I. Commercial eligibility assessment</b>					
8	Mandatory grounds for exclusion as per section 123 GWB					
9	Optional grounds for exclusion as per section 124 para. 1 GWB					
10	Optional grounds for exclusion as per section 124 para. 2 GWB					
11	Information: Evidence of commercial register entry					
12	In case of candidate/tenderer consortium: Declaration by candidate/tenderer consortium					
13	Average annual turnover for the last three financial years (last-but-four financial year can be included in case of tenders held within six months of end of last financial year).	At least:	50000 EUR			
14	Average number of employees and managers for the past three calendar years	At least:	8 persons			
15	<b>Result</b>					
16						
17	<b>II. Technical eligibility assessment</b>					
18	The technical assessment is only based on reference projects with a minimum commission value of:		25000 EUR			
19	At least	2	reference projects in the technical communication and social media content management			
20	and at least	2	reference projects Mena Region and/or Lebanon in the last 3 years.			
21	<b>Result</b>					
22						
23	<b>Overall result, commercial and technical</b>					
24						

**25 B. Ranking (in addition for calls for competitive tender with a limited number of candidates)**

26	<b>III. Weighted criteria</b>											
27	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)
28	Criterion	Weighting in %	Score (max.10)	Assessment (2)x(3)	Score (max.10)	Assessment (2)x(5)	Score (max.10)	Assessment (2)x(7)	Score (max.10)	Assessment (2)x(9)	Score (max.10)	Assessment (2)x(11)
29												
30	<b>1. Technical experience</b>											
31	Technical experience (up to five specialist areas, including cross-cutting themes)											
32												
33												
34												
35												
36												
37	<b>Total 1.</b>											
38	<b>2. Regional experience</b>											
39	Regional experience											
40	<b>3. Experience of development projects (ODA-financed)</b>											
41	Experience of development projects (at least 50% ODA-financed)											
42	<b>Overall total</b>											
43	<b>Ranking</b>											

I hereby declare that I have filled out this assessment independently, to the best of my knowledge and in good faith.

For the technical assessment: \_\_\_\_\_  
Date, full first and last names, function, OU

For the commercial assessment: \_\_\_\_\_  
Date, full first and last names, function, OU