Notes for completing the assessment grid for the technical evaluation of tenders (CV + price)

Weighting	New standard weighting in %	min./max. weighting in %
Qualifications of proposed staff	70	70
Price	30	30

1. The grid is to be adapted to each individual case. In so doing, any necessary sub-criteria should be added as further entries in the **yellow highlighted** fields. Criteria that are not relevant can be removed from the weighting (set value as zero).

2. Tenders with 500 points or fewer are eliminated from the competitve tender.

Notes for completing the assessment grid for the technical evaluation of tenders (CV, concept + price)

Weighting	New standard weighting in %	min./max. weighting in %
1 Appropriateness of suggested concept and of the work plan	35	35
2 Qualifications of proposed staff	35	35
3 Price	30	30

1. The grid is to be adapted to each individual case. In so doing, any necessary sub-criteria should be added as further entries in the **yellow highlighted** fields.
   Criteria that are not relevant can be removed from the weighting (set value as zero).

2. Tenders with 500 points or fewer are eliminated from the competitive tender.

Assessment grid for the technical evaluation of tenders for small-scale contracts (CV + price)

giz Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH

Organisational unit	**OE3300**	Project title	**Improving Quality and Attractiveness of TVET in Lebanon (QuA-VET)**	Date	
Officer responsible for the commission				PN	**18.2208.9-001.00**
Assessor				Contract no.	

(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 (according to rules and criteria in the Terms of reference)													
1.1 Expert 1:													
1.1.1 General qualifications													
- Education	20												
- Professional experience	60												
1.1.2 Experience in the region/knowledge of the country	10												
1.1.3 Language skills													
English and Arabic language skills	10												
Subtotal for 1.1	**100**		**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 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 qualifications of staff - highest score for qualifications of staff) x 70 % + (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, full first and last name, function, OU