

# Grid for assessing the eligibility of consulting firms

1	OE	1300	Project title	DEVELOPMENT OF A CLIMATE CHANGE COMMUNICATION STRATEGY FOR THE TOURISM SECTOR								Date	
2	Officer responsible for the commission											PN	PN 16.9002.3-001.00
3	Assessor	[Name]										TN	83365380
4				[Company 1]	[Company 2]	[Company 3]	[Company 4]	[Company 5]					
5	<b>I. Commercial assessment</b>												
6	Mandatory grounds for exclusion as per section 123 GWB												
7	Optional grounds for exclusion as per section 124 GWB												
8	Evidence of commercial register entry												
9	In case of bidding consortia: Declaration by consortium												
10	Average annual turnover for the last three financial years (last-but-four financial year can be included in case of invitation to tender held within six months of end of last financial year).	At least:		EUR									
11	Number of employees as at 31.12. of the previous year	At least:		persons									
12	<b>Result</b>												
13	<b>II. Technical assessment</b>												
14	The technical assessment is only based on reference projects with a minimum commission value of			EUR									
15	<b>A Minimum requirements</b>												
16	At least	1	reference project in the technical field	Tourism and climate change communication sector									
17	and at least	1	reference project	in the region Southern Africa	in the last three years								
18	<b>Result</b>												
19	<b>Overall result, commercial and technical</b>												
20	<b>B Weighted criteria (only for procedures with pre-qualification and a limit on the number of applicants)</b>												
21	(1) Criterion	(2) Weighting in %	(3) Score (max.10)	(4) Assessment (2)x(3)	(5) Score (max.10)	(6) Assessment (2)x(5)	(7) Score (max.10)	(8) Assessment (2)x(7)	(9) Score (max.10)	(10) Assessment (2)x(9)	(11) Score (max.10)	(12) Assessment (2)x(11)	
22	<b>1. Technical experience</b>												
23	Technical experience (up to five specialist areas, including cross-cutting themes)												
24	1. Experience in reviewing and analysing climate change research and policies/strategies.		10										
25	2. Experience in the development of climate change communication strategies and awareness campaigns.		30										
26	3. Experience in environmental or climate change education and training material development.		20										
27	4. Good business language skills and good communication and report writing skills in English.		10										
28	5.		0										
29	<b>Total 1.</b>		<b>70</b>										
30	<b>2. Regional experience</b>												
31	Regional experience		30										
32	<b>3. Experience of development projects (ODA-financed)</b>												
33	Experience of development projects (ODA-financed)		0										
34	<b>Overall total</b>		<b>100</b>										
35	<b>Ranking</b>												

I hereby declare that I have filled out this assessment independently, to the best of my knowledge and in good faith. I will treat the information contained in this document confidentially and will not pass to others any information on the ongoing assessment procedure.

For the technical assessment:

For the commercial assessment:

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Date, signature

\_\_\_\_\_  
Date, signature