

# Grid for assessing the eligibility of consulting firms

1	OE	[OE]	Project title	<b>Aligning planning horizons and frameworks: Institutionalising long term planning in Steve Tshwete Local Municipality</b>							Date	
2	Officer responsible for the commission										PN	16.2178.8-001.00
3	Assessor	[Name]									TN	83366153
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		reference projects in the technical field [fill technical field]									
17	and at least		reference projects [please select region/country]									
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 Local Government in designing strategy and planning frameworks		30									
25	2. Experience in institutionalising new or amended approaches, structures and systems		25									
26	3. Relevance of the company to the ToR and prior experience in the LG sphere		20									
27	4. Composition of the project team and experience of project team		25									
28	5.		0									
29	<b>Total 1.</b>		<b>100</b>									
30	<b>2. Regional experience</b>											
31	Regional experience [please select region/country]		0									
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:

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

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