

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

1	Officer responsible for the commission	Project title	Make-IT in Africa	Processing number:	20.2258.0-008.00
2	Commercial assessor	Service tendered:	Conceptualization, organization and implementation of events and event	Transaction number:	83417967
3	Technical assessor				
4					
5					
		Candidate/tenderer 6	Candidate/tenderer 7	Candidate/tenderer 8	Candidate/tenderer 9
					Candidate/tenderer 10

6 A. General information (all procedures)

7	I. Commercial eligibility assessment											
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	Number of employees as at 31.12. of the previous year	At least:	7	persons								
15	Result											
16	II. Technical eligibility assessment											
17	The technical assessment is only based on reference projects with a minimum commission value of:											
18			30000	EUR								
19	At least	3	reference projects in the technical	Events Management								
20	and at least	2	reference projects in Southern Africa		in the last 3 years.							
21	Result											
22												
23	Overall result, commercial and technical											
24												

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

26	III. Weighted criteria											
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	1. Technical experience											
30	Technical experience (up to five specialist areas, including cross-cutting themes)											
31	1.	10										
32	2.	10										
33	3.	10										
34	4.	10										
35	5.	10										
36	Total 1.	50										
37	2. Regional experience											
38	Regional experience [please select region/country]											
39	3.	30										
40	3. Experience of development projects (ODA-financed)											
41	Experience of development projects (at least 50% ODA-financed)											
42		20										
43	Overall total	100										
44	Ranking			1		1		1		1		1

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