

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

CONFIDENTIAL

Candidate/Tenderer 1-5 of 0

1	Officer responsible for the commission		Project title	GIZ Country Office					Processing number:	S100020		
2	Commercial assessor		Service tendered:	SRM Emergency Response Support					Transaction number:	7000019041		
3	Technical assessor											
4												
5				Candidate/tenderer 1	Candidate/tenderer 2	Candidate/tenderer 3	Candidate/tenderer 4	Candidate/tenderer 5				
7	I. Commercial eligibility assessment											
8	Registered powers of attorney authorizing signatory/representative of the firm to sign agreements / documents on behalf of the firm.											
9	Current and valid Tax Clearance Certificate addressed to GIZ Uganda (TIN: 1000030986), or its equivalent. Reference number should be visible for verification.											
10	Current valid Trading License or its equivalent.											
11	Be a legally registered entity. Share copy of a URSB Certificate of Incorporation/ Registration, or its equivalent.											
12	Registered URSB certificate of filing most recent Company Annual Returns, or its equivalent.											
13	Share evidence (previous orders with details of client, contacts, brief scope, value) of experience in similar field in Uganda.											
14	Share evidence of average number of employees and managers for the last three years, organogram / organisational structure.											
15	Signed Bid validity Document Confirming that bid is valid for 120 working days. Vendor to write up, sign, submit with technical proposal.											
16	Signed TOM's, Outsourcing of data processing form. (Attached as part of bidding documents. Vendor to read, fill in necessary information, sign, scan, submit with Technical Proposal. □											
17	Signed Self-Declaration on EU Russia War sanctions. Attached in bid documents											
18	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). Vendor to share audited books of accounts for last 3 financial years. □			At least:	86,000.00	EUR						
19	Average number of employees and managers for the past three calendar years. Company to share structure with Resumes of key staff over the last three years.			At least:		3 persons						
20	Result											
21	II. Technical eligibility assessment											
22	The technical assessment is only based on reference projects with a minimum commission value of:				45000.00	EUR						
23	At least	3	reference projects in the technical field	Emergency Response Support								
24	and at least	2	reference projects in Eastern Africa	In the last 36 months (deadline: date of publication of invitation to tender).								
25	Result											
26												
27	Overall result, commercial and technical											
28												
29	B. Ranking (in addition for calls for competitive tender with a limited number of candidates)											
30	III. Weighted criteria											
31	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)
32	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)
34	1. Technical experience											
35	Technical experience (up to five specialist areas, including cross-cutting themes)											
36	1. Compliance with internal capacity requirements (e.g., staffing)											
37	2. Local/ national experience in similar works											
38	3. Compliance with statutory and business licensing requirements of tender											
39	4. Business fluency English in C3											
40	5. Compliance with data protection guidelines											
41	Total 1.											
42	2. Regional experience											
43	Regional experience in Eastern Africa											
44	3. Experience of development projects (ODA-financed)											
45	Experience of development projects (at least 50% ODA-financed)											
46	Overall total											
47	Ranking											

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