

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

CONFIDENTIAL



Organisational unit		Project title		Translation services for the Transboundary Action plan 2025-2050 from English to Vietnamese								Date			
Officer responsible for the commission												PN			
Assessor												Internal order		G-011511-014, output2: 115111	
All amounts in												Tender no.			
				Enter tenderer 1		Enter tenderer 2		Enter tenderer 3		Enter tenderer 4		Enter tenderer 5		Enter tenderer 6	
(1) Criterion	(2) Weighting in %	(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)	(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															
- Professional experience															
1.1.2 Experience in the region/knowledge of the country															
1.1.3 Language skills															
English and Vietnamese C1															
Subtotal for 1.1		100	0	0	0	0	0	0	0	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	0	0	0	0	0	0	0
1.3 Expert 3:															
1.3.1 General qualifications															
- Education															
- Professional experience															
1.3.2 Experience in the region/knowledge of the country															
1.3.3 Language skills															
Enter languages															
Subtotal for 1.3		0	0	0	0	0	0	0	0	0	0	0	0	0	0
1.4 Expert 4:															
1.4.1 General qualifications															
- Education															
- Professional experience															
1.4.2 Experience in the region/knowledge of the country															
1.4.3 Language skills															
Enter languages															
Subtotal for 1.4		0	0	0	0	0	0	0	0	0	0	0	0	0	0
1.5 Expert 5:															
1.5.1 General qualifications															
- Education															
- Professional experience															
1.5.2 Experience in the region/knowledge of the country															
1.5.3 Language skills															
Enter languages															
Subtotal for 1.5		0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total for technical assessment		100	0	0	0	0	0	0	0	0	0	0	0	0	0
Technical assessment in %			0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
3. Total for financial assessment															
Overall assessment in %															
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.
Please note: Staff with connections of a personal nature that could lead to conflicts of interest, or who have connections of a family or financial nature to GIZ business partners, participants in competitive tenders or their staff members may not be involved in decisions on corresponding contract awards – see P+R Rule 142. By submitting the completed grid for the technical assessment of tenders you officially confirm that none of the people involved in the assessment have any such connections.

Date, full first and last name, function, OU