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

giz Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH

CONFIDENTIAL

CandidateTenderer 1-5 of 0

1	Commission manager		Project title	**Translation services for the Transboundary Action Plan 2025-2050 to Vietnamese**	Processing number:	**G-011511-014**
2	Commercial assessor		Service tendered:		Transaction number:	**10055842**
3	Technical assessor					
4						

5		Candidate/tenderer 1	Candidate/tenderer 2	Candidate/tenderer 3	Candidate/tenderer 4	Candidate/tenderer 5
6	**A. General information (all procedures)**					
7	**I. Commercial eligibility assessment** (if 'yes' in all instances, the tenderer is eligible)	Yes / No	Yes / No	Yes / No	Yes / No	Yes / No
8	General administrative and/or legal documents (needs to be specified by country office)					
9	No compulsory grounds for exclusion according to self-declaration (If this is the case, enter 'yes'. If there are compulsory grounds for exclusion, enter 'no' and the tender is ineligible)					
10	No optional grounds for exclusion according to self-declaration (If this is the case, enter 'yes'. If there are optional grounds for exclusion, enter 'no' and the tender is ineligible)					
12	Information: Evidence of incorporation					
13	In case of candidate/tenderer consortium: Declaration by candidate/tenderer consortium					
14	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). If required: financial statements provided — At least: 3700 USD (state the currency)					
15	Average number of employees and managers for the past three calendar years — At least: 2 persons					
16	**Result**					
18	**II. Technical eligibility assessment** (if 'yes' in all instances, the tenderer is eligible)	Yes / No	Yes / No	Yes / No	Yes / No	Yes / No
19	The technical assessment is only based on reference projects with a minimum commission value of: 1000 USD (state the currency)					
20	At least 3 reference projects in the technical field: Transboundary Cooperation, Environment and forestry, World heritage					
21	and at least (If needed only complete with other minimum criteria or erase) 1 reference project in Lao People's Democratic Republic — In the last 36 months (for construction contracts 60 months) before the date of publication of this tender.					
22	**Result**					
24	**Overall result, commercial and technical**					
26	**B. Ranking (in addition for calls for competitive tender with a limited number of candidates)**					

27	**III. Weighted criteria**												
28 29 30	(1) Critereon	(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)	
31	**1. Technical experience**												
32	Technical experience (up to five specialist areas, including cross-cutting themes)												
33	1.	10											
34	2.	10											
35	3.	10											
36	4.	10											
37	5.	10											
38	**Total 1.**	**50**											
39	**2. Regional experience**												
40	Regional experience [please select region/country]	30											
41	**3. Experience of development projects (ODA-financed)**												
42	Experience of development projects (at least 50% ODA-financed)	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