Grid for the technical assessment of bids below the EU threshold

Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH

Org. unit	**Org. unit**	Project title		Date	**Date**
Officer responsible for the commission		**Agency to Build Narrative and Develop Knowledge and Communications Products mapping the Results in IGGSP**		PN	**G-012100-001**
Assessor				Contract no.	**Contract no.**
Version	**Individual assessment/overall assessment**				Bidder 1 to 5 of 5

	(1) Criterion	(2) Weighting in %	Enter bidder 1		Enter bidder 2		Enter bidder 3		Enter bidder 4		Enter bidder 5	
			(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	**Assessment of technical-methodological design**											
1.1	**Strategy**											
1.1.1	Interpretation of the objectives in the ToRs, critical examination of tasks	5%		0,0		0,0		0,0		0,0		0,0
1.1.2	Description and justification of the contractor's strategy for delivering the services put out to tender.	4%		0,0		0,0		0,0		0,0		0,0
Interim total 1.1		**9%**		**0,0**		**0,0**		**0,0**		**0,0**		**0,0**
1.2	**Cooperation**											
1.2.1	Presentation and interaction between the relevant actors in the contractor's area of responsibility	3%		0,0		0,0		0,0		0,0		0,0
1.2.2	Strategy for establishing cooperation and then cooperating with the relevant actors	3%		0,0		0,0		0,0		0,0		0,0
Interim total 1.2		**6%**		**0,0**		**0,0**		**0,0**		**0,0**		**0,0**
1.3	**Steering structure**											
1.3.1	Approach and procedure for steering the measures with the project partners	3%		0,0		0,0		0,0		0,0		0,0
1.3.2	Description of contractor's contribution to results monitoring and the associated challenges	3%		0,0		0,0		0,0		0,0		0,0
Interim total 1.3		**6%**		**0,0**		**0,0**		**0,0**		**0,0**		**0,0**
1.4	**Processes**											
1.4.1	Presentation and explanation of the implementation plan: work steps, milestones, schedule	3%		0,0		0,0		0,0		0,0		0,0
1.4.2	Presentation and explanation of the integration of the partner	2%		0,0		0,0		0,0		0,0		0,0
Interim total 1.4		**5%**		**0,0**		**0,0**		**0,0**		**0,0**		**0,0**
1.5	**Learning and innovation**											
1.5.1	Contractor's contribution to knowledge management at the partner and at GIZ	2%		0,0		0,0		0,0		0,0		0,0
1.5.2	Presentation and explanation of the measures undertaken by the contractor to promote scaling-up effects	2%		0,0		0,0		0,0		0,0		0,0
Interim total 1.5		**4%**		**0,0**		**0,0**		**0,0**		**0,0**		**0,0**
1.6	**Project management of the contractor**											
1.6.1	Approach and procedure for coordination with/in GIZ project	2%		0,0		0,0		0,0		0,0		0,0
1.6.2	Personnel assignment plan (who, when, what work steps) incl. explanation and specification of expert months	2%		0,0		0,0		0,0		0,0		0,0

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	(1) Criterion	(2) Weighting in %	Enter bidder 1 (3) Points (max.10)	Enter bidder 1 (4) Assessment (2)x(3)	Enter bidder 2 (3) Points (max.10)	Enter bidder 2 (4) Assessment (2)x(3)	Enter bidder 3 (3) Points (max.10)	Enter bidder 3 (4) Assessment (2)x(3)	Enter bidder 4 (3) Points (max.10)	Enter bidder 4 (4) Assessment (2)x(3)	Enter bidder 5 (3) Points (max.10)	Enter bidder 5 (4) Assessment (2)x(3)
1.6.3	Contractor's backstopping strategy (incl. CVs of the technical and administrative backstopper)	2%		0,0		0,0		0,0		0,0		0,0
Interim total 1.6		**6%**		**0,0**		**0,0**		**0,0**		**0,0**		**0,0**
1.7	**Further requirements**	**0%**		**0,0**		**0,0**		**0,0**		**0,0**		**0,0**
Total 1		**35%**		**0,0**		**0,0**		**0,0**		**0,0**		**0,0**
2	**Assessment of proposed staff**											
2.1	**Team leader (in accordance with ToR provisions/criteria)**											
2.1.1	- Qualifications	2%		0,0		0,0		0,0		0,0		0,0
2.1.2	- Language	2%		0,0		0,0		0,0		0,0		0,0
2.1.3	- General professional experience	1%		0,0		0,0		0,0		0,0		0,0
2.1.4	- Specific professional experience	3%		0,0		0,0		0,0		0,0		0,0
2.1.5	- Leadership/management experience	2%		0,0		0,0		0,0		0,0		0,0
2.1.6	- Regional experience	1%		0,0		0,0		0,0		0,0		0,0
2.1.7	- Development cooperation experience	1%		0,0		0,0		0,0		0,0		0,0
2.1.8	- Other	2%		0,0		0,0		0,0		0,0		0,0
Interim total 2.1		**14%**		**0,0**		**0,0**		**0,0**		**0,0**		**0,0**
2.2	**Expert 1 (in accordance with ToR provisions/criteria)**											
2.2.1	- Qualifications	2%		0,0		0,0		0,0		0,0		0,0
2.2.2	- Language	1%		0,0		0,0		0,0		0,0		0,0
2.2.3	- General professional experience	2%		0,0		0,0		0,0		0,0		0,0
2.2.4	- Specific professional experience	3%		0,0		0,0		0,0		0,0		0,0
2.2.5	- Leadership/management experience	0%		0,0		0,0		0,0		0,0		0,0
2.2.6	- Regional experience	1%		0,0		0,0		0,0		0,0		0,0
2.2.7	- Development cooperation experience	2%		0,0		0,0		0,0		0,0		0,0
2.2.8	- Other	3%		0,0		0,0		0,0		0,0		0,0
Interim total 2.2		**14%**		**0,0**		**0,0**		**0,0**		**0,0**		**0,0**
2.3	**Expert 2 (in accordance with ToR provisions/criteria)**											
2.3.1	- Qualifications	2%		0,0		0,0		0,0		0,0		0,0
2.3.2	- Language	1%		0,0		0,0		0,0		0,0		0,0
2.3.3	- General professional experience	2%		0,0		0,0		0,0		0,0		0,0
2.3.4	- Specific professional experience	3%		0,0		0,0		0,0		0,0		0,0
2.3.5	- Leadership/management experience	0%		0,0		0,0		0,0		0,0		0,0
2.3.6	- Regional experience	1%		0,0		0,0		0,0		0,0		0,0
2.3.7	- Development cooperation experience	2%		0,0		0,0		0,0		0,0		0,0
2.3.8	- Other	3%		0,0		0,0		0,0		0,0		0,0
Interim total 2.3		**14%**		**0,0**		**0,0**		**0,0**		**0,0**		**0,0**

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			Enter bidder 1		**Enter bidder 2**		**Enter bidder 3**		**Enter bidder 4**		**Enter bidder 5**	
	(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)
2.4	**Expert 3 (in accordance with ToR provisions/criteria)**											
2.4.1	- Qualifications	3%		0,0		0,0		0,0		0,0		0,0
2.4.2	- Language	2%		0,0		0,0		0,0		0,0		0,0
2.4.3	- General professional experience	3%		0,0		0,0		0,0		0,0		0,0
2.4.4	- Specific professional experience	3%		0,0		0,0		0,0		0,0		0,0
2.4.5	- Leadership/management experience	0%		0,0		0,0		0,0		0,0		0,0
2.4.6	- Regional experience	1%		0,0		0,0		0,0		0,0		0,0
2.4.7	- Development cooperation experience	2%		0,0		0,0		0,0		0,0		0,0
2.4.8	- Other	0%		0,0		0,0		0,0		0,0		0,0
Interim total 2.4		**14%**		**0,0**		**0,0**		**0,0**		**0,0**		**0,0**
2.5	**Expert 4 (in accordance with ToR provisions/criteria)**											
2.5.1	- Qualifications	0%		0,0		0,0		0,0		0,0		0,0
2.5.2	- Language	0%		0,0		0,0		0,0		0,0		0,0
2.5.3	- General professional experience	0%		0,0		0,0		0,0		0,0		0,0
2.5.4	- Specific professional experience	0%		0,0		0,0		0,0		0,0		0,0
2.5.5	- Leadership/management experience	0%		0,0		0,0		0,0		0,0		0,0
2.5.6	- Regional experience	0%		0,0		0,0		0,0		0,0		0,0
2.5.7	- Development cooperation experience	0%		0,0		0,0		0,0		0,0		0,0
2.5.8	- Other	0%		0,0		0,0		0,0		0,0		0,0
Interim total 2.5		**0%**		**0,0**		**0,0**		**0,0**		**0,0**		**0,0**
2.6	**Short-term expert pool 1 (in accordance with ToR**											
2.6.1	- Qualifications	2%		0,0		0,0		0,0		0,0		0,0
2.6.2	- Language	1%		0,0		0,0		0,0		0,0		0,0
2.6.3	- General professional experience	1%		0,0		0,0		0,0		0,0		0,0
2.6.4	- Specific professional experience	2%		0,0		0,0		0,0		0,0		0,0
2.6.5	- Regional experience	1%		0,0		0,0		0,0		0,0		0,0
2.6.6	- Development cooperation experience	0%		0,0		0,0		0,0		0,0		0,0
2.6.7	- Other	2%		0,0		0,0		0,0		0,0		0,0
Interim total 2.6		**9%**		**0,0**		**0,0**		**0,0**		**0,0**		**0,0**
2.7	**Short-term expert pool 2 (in accordance with ToR**											
2.7.1	- Qualifications			0,0		0,0		0,0		0,0		0,0
2.7.2	- Language			0,0		0,0		0,0		0,0		0,0
2.7.3	- General professional experience			0,0		0,0		0,0		0,0		0,0
2.7.4	- Specific professional experience			0,0		0,0		0,0		0,0		0,0
2.7.5	- Regional experience			0,0		0,0		0,0		0,0		0,0
2.7.6	- Development cooperation experience			0,0		0,0		0,0		0,0		0,0

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2.7.7	- Other			0,0		0,0		0,0		0,0		0,0
Interim total 2.7		**0%**		**0,0**		**0,0**		**0,0**		**0,0**		**0,0**
2.8	**Assessment of proposed personnel for non-specified positions (provided permissible under ToRs)**											
2.8.1	Composition and sufficient assignment duration of the team in order to perform the tasks specified in the schedule and personnel assignment plan			0,0		0,0		0,0		0,0		0,0
2.8.2	Qualifications and sufficient assignment duration of the team (professional experience and other specific experience) in order to process theme 1			0,0		0,0		0,0		0,0		0,0
2.8.3	Qualifications and sufficient assignment duration of the team (professional experience and other specific experience) in order to process theme 2			0,0		0,0		0,0		0,0		0,0
Interim total 2.8		**0%**		**0,0**		**0,0**		**0,0**		**0,0**		**0,0**
Total 2		**65%**		**0,0**		**0,0**		**0,0**		**0,0**		**0,0**
	Overall total 1 + 2	**100%**		**0,0**		**0,0**		**0,0**		**0,0**		**0,0**
	Assessment in %			**0,0**		**0,0**		**0,0**		**0,0**		**0,0**
	Ranking			**1,0**		**1,0**		**1,0**		**1,0**		**1,0**

I hereby declare that I completed this assessment independently, to the best of my knowledge and in good faith. I will treat the information confidentially and will not pass on any details of the ongoing 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