

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

Organisational unit Officer responsible for the commission Assessor		Project title								Date PN		Contract 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)
1. Qualifications of proposed staff (as per the rules and criteria in the Terms of reference)													
1.1	Expert 1:												
1.1.1	General qualifications												
	- Education	10											
	- Professional experience	10											
1.1.2	Experience in the region/knowledge of the country	5											
1.1.3	Language skills												
	English, Arabic/ Kurdish	10											
Subtotal for 1.1		35	0	0	0	0	0	0	0	0	0	0	0
1.2	Expert 2:												
1.2.1	General qualifications												
	- Education	10											
	- Professional experience	10											
1.2.2	Experience in the region/knowledge of the country	5											
1.2.3	Language skills												
	English, Arabic/ Kurdish	10											
Subtotal for 1.2		35	0	0	0	0	0	0	0	0	0	0	0
Total for section 1		70	0	0	0	0	0	0	0	0	0	0	0
2. Appropriateness of the proposed concept (according to the rules and criteria in the Terms of Reference)													
2.1	Experience in conducting monitoring, evaluation or similar exercises for international development or	10											
2.2	Experience in conducting assessment or similar for GIZ	10											
2.3	Expressed understanding of the ROWIR-ASO methodology with the documentation submitted	10											
2.4													
2.5													
Total for section 2		30	0	0	0	0	0	0	0	0	0	0	0
Technical assessment		100	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%
3. Total for financial assessment													
Overall assessment in %													
= (assessment score for the concept / highest score for the concept) x 35 % + (assessment score for qualifications of staff : highest score for qualifications of staff) x 35 % + (lowest financial bid - tenderer's financial bid) x 30 %													
Specific advantages/risks (see supplementary sheet)													
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.

Date, full first and last name, function, OU