

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



1	Officer responsible for the commission	3A00	Project title	GIZ Country Office Iraq					
2	Commercial assessor		Service tendered:	Event Management Services					
3	Technical assessor								
4									
5									
6	A. General information (all procedures)								
7	I. Commercial eligibility assessment								
8	Mandatory grounds for exclusion as per section 123 GWB								
9	Optional grounds for exclusion as per section 124 para. 1 GWB								
10	Optional grounds for exclusion as per section 124 para. 2 GWB								
11	Optional grounds for exclusion as per section 22 LkSG								
12	Information: Evidence of commercial register entry								
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).		At least:	300,000	EUR				
15	Average number of employees and managers for the past three calendar years		At least:	10	persons				
16	Result								
17	II. Technical eligibility assessment								
18									
19	The technical assessment is only based on reference projects with a minimum commission value of:			150,000	EUR				
20	At least	3	reference projects in the technical field	Event Management					
21	and at least	3	reference projects	in Iraq	in the last 3 years.				
22	Result								
23									
24	Overall result, commercial and technical								
25									
26	B. Ranking (in addition for calls for competitive tender with a limited number of candidates)								
27	III. Weighted criteria								
28	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
29	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)
30									
31	1. Technical experience								
32	Technical experience (up to five specialist areas, including cross-cutting themes)								
33	Proven Experience in Large-Scale Event Management		50						
34	At least 3 successfully delivered events with +2500 attendees, including job fairs, expos, or national-level conferences.								
35	Certified in Communication and Visibility, with proven experience supporting and delivering communication and visibility components for large-scale events.		25						
36	Proven experience in the logistics preparation of at least three (3) large-scale events, including IT equipment provision, venue/hall rental, full setup and installation, and delivery of adequate catering services.		25						
37									
38	Total 1.		100						
39	2. Regional experience								
40	Regional experience								
41	3. Experience of development projects (ODA-financed)								
42	Experience of development projects (at least 50% ODA-financed)								
43	Overall total		100						
44	Ranking			#REF!		#REF!		#REF!	#REF!

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:

For the commercial assessment:

Date, full first and last names, function, OU

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