

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



Organisational unit		Project title		Date									
OU 3900		EU4Energy Efficiency and Renewable Energy in Armenian Communities		2018.2062.0-015									
Officer responsible for the commission				Contract no.									
Assessor													
(1) Criterion	(2) Weighting in %	Enter tenderer 1		Enter tenderer 2		Enter tenderer 3		Enter tenderer 4		Enter tenderer 5		Enter tenderer 6	
		(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	25											
	- Professional experience	50											
1.1.2	Experience in the region/knowledge of the country	20											
1.1.3	Language skills												
	Fluency in Armenian , knowledge of English is an asset	5											
Subtotal for 1.1		100	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
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
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
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
Total for technical assessment		100	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 qualifications of staff - highest score for qualifications of staff) x 70 % + (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