RFP/2018/1079
Technical Evaluation

Name of Rater:
Title:
Date:

CRITERIA DESCRIPTION	Weight	Rating [(1)]	Score	Comments/Rationale for Score
				Vendor name
1. Company Qualifications (30%)				
Relevant experience in software development (20%)	4	5	20	
Relevant experience in the business or the number of ongoing similar and successfully completed projects (10%)	2	5	10	
2. Quality of Service (work approach and methodology) (40%)				
Understanding of requirements (30%)	6	5	30	
Overall quality and clarity of proposal (10%)	2	5	10	
3. Personnel qualifications (30%)				
Experience of core people who will work on the project (20%)	4	5	20	
Technical support teams (10%)	2	5	10	
TOTAL TECHNICAL SCORE			**100**	

The minimum passing scores is 60.

INSTRUCTIONS FOR EVALUATION TEAM
The maximum number of points that can be awarded per criteria is 5 points. Rating - Scale of 0 to 5, 5 is the highest as per overview below.
Kindly fill in the Column C (dropdown list) as well as Column E
Please consult the RFP documents, in particular the RFP Cover Letter and the Terms of Reference carefully when filling this technical evaluation sheet.

Evaluated Criteria	RATING	Supporting evidence
Excellent	**5**	Excellent evidence of ability to exceed contract requirements
Good	**4**	Good evidence of ability to exceed contract requirements
Satisfactory	**3**	Satisfactory evidence of ability to support contract requirements
Unsatisfactory	**2**	Unsatisfactory evidence of ability to support contract requirements
Poor	**1**	Marginally acceptable or weak evidence of ability to support contract
No submission	**0**	Information has not been submitted or is unacceptable

INSTRUCTIONS FOR EVALUATION TEAM
The maximum number of points that can be awarded per criteria is 5 points. Rating - Scale of 0 to 5, 5 is the highest as per overview below.

General Overview

Qualitative Rating	Supporting evidence	Quantitative RATING
Excellent	Excellent evidence of ability to exceed contract requirements	5
Good	Good evidence of ability to exceed contract requirements	4
Satisfactory	Satisfactory evidence of ability to support contract requirements	3
Unsatisfactory	Unsatisfactory evidence of ability to support contract requirements	2
Poor	Marginally acceptable or weak evidence of ability to support contract	1
No submission	Information has not been submitted or is unacceptable	0

Detailed Breakdown of Evaluated Criteria

1 Company Qualifications		Supporting Evidence	Quantitative Rating	RATING
a. Relevant experience in software development		*Submission of experience in the following areas: Symfony, applications hosted in Amazon Web Services, applications handling complex datasets or statistics*		
	Excellent	Excellent evidence of ability to exceed contract requirements	Demonstrates at least 5 years experience in all areas, has longstanding clients and has a good reputation in this field of work	5
	Good	Good evidence of ability to exceed contract requirements	Demonstrates at least 3 years experience in all areas, has a sizeable clientelle and has a good reputation in its field of work	4
	Satisfactory	Satisfactory evidence of ability to support contract requirements	Demonstrates some experience in all areas, building up its clientelle and has a good reputation in its field of work	3
	Unsatisfactory	Unsatisfactory evidence of ability to support contract requirements	Demonstrates experience in just one area, little evidence of clientelle and/or reputation in its field of work	2
	Poor	Poor or weak evidence of ability to support contract	Little experience in either area, no evidence of clientelle and/or reputation in its field of work	1
	No submission	Information has not been submitted or is unacceptable	No info submitted	0
b. Relevant experience in the business or the number of ongoing similar and successfully completed projects. The company can also demonstrate that it has expertise and experience of working with the UN, other International Organizations, large International NGOs, or, Governments as evidenced through the submission of a list of previous clients		*Relevance of previous clients*		
	Excellent	Excellent evidence of relevant experience of working with the UN	The company has extensive relevant experience in the business or the number of ongoing similar and successfully completed projects. The company can	5
	Good	Good evidence of relevant experience of working with the UN	The company has considerable expertise and experience of working with the UN, other International Organizations, large International NGOs, or, Governments as evidenced through the submission of a list of previous clients	4
	Satisfactory	Satisfactory evidence of relevant experience of working with the UN	The company has sufficient relevant experience in the business or the number of ongoing similar and successfully completed projects. The company can also demonstrate that it has sufficient expertise and experience of working with the UN, other International Organizations, large International NGOs, or, Governments as evidenced through the	3
	Unsatisfactory	Unsatisfactory evidence of relevant experience of working with the UN	The company has limited relevant experience in the business or the number of ongoing similar and successfully completed projects. The company has limited expertise and experience of working with the UN, other International Organizations, large International NGOs, or, Governments as evidenced through the submission of a list of previous clients	2
	Poor	Marginally acceptable or weak evidence of relevant experience of working with the UN	The company has no expertise relevant experience in the business or the number of ongoing similar and successfully completed projects. The company has no expertise and experience of working with the UN, other International Organizations, large International NGOs, or, Governments as evidenced through the submission of a list of previous clients	1
	No submission	Information has not been submitted or is unacceptable	No list of previous clients submitted	0
2 Proposed Services				
a. Understanding of requirements and ability to articulate the complex technological choices demanded by this project		*The proposal shows a good understanding and interpretation of the required service.*		
	Excellent	Excellent evidence of ability to exceed contract requirements	Excellent understanding of what UNHCR is looking for, good analysis and very good presentation of the company's approach to continue the project	5
	Good	Good evidence of ability to exceed contract requirements	Good understanding of what UNHCR is looking for, good analysis and good presentation of the company's approach to continue the project	4
	Satisfactory	Quality of Services	Some understanding of what UNHCR is looking for, some analysis and good presentation of the company's approach to continue the project	3
	Unsatisfactory	Unsatisfactory evidence of ability to support contract requirements	Poor understanding of what UNHCR is looking for, little analysis and poor presentation of the company's approach to continue the project	2
	Poor	Poor or weak evidence of ability to support contract	No understanding of what UNHCR is looking for, no analysis and poor presentation of the company's approach to continue the project	1
	No submission	Information has not been submitted or is unacceptable	none submitted	0
b. Overall quality and clarity of the proposal.		*The proposal is clear and structured in a way that is readily understood.*		
	Excellent	Excellently level of presentation.	Proposal is clearly presented and readily understood using simple clear language.	5
	Good	Good level of presentation.	Proposal is clearly presented and readily understood.	4
	Satisfactory	Satisfactory level of presentation.	Proposal is clearly presented and can be understood with some need for clarificatiuon.	3
	Unsatisfactory	Unsatisfactory level of presentation.	Proposal is poorly presented and not readily understood.	2
	Poor	Poor level of presentation.	Proposal is poorly presented and unclear.	1
	No submission	Information has not been submitted or is unacceptable	None submitted.	0
C Project staff				

a. Experience of core people who will work on the project	*CV check, among others. Experience in similar projects.*		
Excellent	Excellent evidence of ability to exceed contract requirements	All core people have 5 years+ professional experience and demonstrate expertise in the area.	5
Good	Good evidence of ability to exceed contract requirements	All core people have 3 years+ professional experience and demonstrate expertise in the area.	4
Satisfactory	Satisfactory evidence of ability to support contract requirements	Most core people have 2 years professional experience and expertise in the area.	3
Unsatisfactory	Unsatisfactory evidence of ability to support contract requirements	Most core people have little professional experience or expertise in the area.	2
Poor	Poor or weak evidence of ability to support contract	Core people have no experience or expertise in the area.	1
No submission	Information has not been submitted or is unacceptable	None submitted.	0
b. Technical support teams	*Existence and availability of technical support personnel (server, cloud, database management)*		
Excellent	Excellent evidence of ability to exceed contract requirements	Evidence of work provided all of which demonstrate the requirement.	5
Good	Good evidence of ability to exceed contract requirements	Evidence of work provided most of which demonstrate the requirement.	4
Satisfactory	Satisfactory evidence of ability to support contract requirements	Evidence of work provided some of which demonstrate the requirement.	3
Unsatisfactory	Unsatisfactory evidence of ability to support contract requirements	Evidence of work provided most of which do not demonstrate the requirement.	2
Poor	Poor or weak evidence of ability to support contract	Evidence of work provided all of which demonstrate the requirement.	1
No submission	Information has not been submitted or is unacceptable	None submitted.	0