

**RFP/2018/1124 Technical Evaluation - Service Category 2 - Vehicle Conversion Service**

Name of Evaluator:	
Date:	
Name of Company:	
CRITERIA DESCRIPTION	Guidance (Rating Scale)
<b>1. Experience / Qualification of Bidder (10% maximum)</b>	
Has the bidder proven that he/she has the capacity to deliver the project results in terms of size, company structure, financial standing, general liability?	5 = Has provided clear and strong evidence (company introduction, financial reports) 3 = Has provided sufficient evidence (company introduction, financial reports) 1 = Has not provided sufficient evidence (company introduction, financial reports) 0 = no evidence
Has the bidder provided evidence of having successfully performed three or more similar projects within the last 5 years?	3 = Has provided 3 or more similar projects in the last 5 years; 2 = Has provided 1 or more similar projects in the last 5 years; 1 = Has not provided 1 similar projects in the last 5 years
Has the bidder provided evidence that the operation is in a feezone or is carried out under bond according to the conditions set in the ToR. This criteria will be evaluated under Service Category 1 - <b>pass/fail criteria</b>	1 = Passed 0 = Failed
Has the bidder followed the instructions of the RFP regarding the geographical areas and the service categories required? Please note that service category 2 requires a pass for Service Category 1 <b>Pass/Fail criteria.</b>	1 = passed 0 = failed
Is the proposed hub located in one of the listed ports or in its proximity according to the geographical areas stated in the RFP? <b>Pass/Fail criteria.</b>	4 = location in a port listed in RFP 3 = location less than 50 kms from port of entry 2 = between 50 kms and 150 km 0 = more than 150 km - <b>failed</b>
Is the proposed hub in an adequate proximity to an international airport?	3 = less than 50 km 2 = between 50 and 500 km 1 = more than 500 km
<b>SECTION TOTAL</b>	
CRITERIA DESCRIPTION	Guidance (Rating Scale)
<b>2. Qualification of staff (5% maximum)</b>	
Has the bidder provided evidence that the number of staff is sufficient to meet the minimum weekly output of 15 basic ambulance conversions	3 = Yes 2 = Partially 0 = No
Has the bidder provided evidence that staff has the right level of skills - unskilled, skilled, administrative, engineering - to carry out the services	3 = Yes 2 = Partially 0 = No
<b>SECTION TOTAL</b>	
CRITERIA DESCRIPTION	Guidance (Rating Scale)
<b>3. Understanding of the Requirements (55% maximum)</b>	
Does the bidder have the necessary capacity to start working for UNHCR immediately after being awarded the contract or has the bidder provided evidence that the capacity can be built up within 2 months time?	5 = Has provided clear and strong evidence that facilities and staff is available and systems are in place 3 = Has provided sufficient evidence that facilities and staff is available and systems are in place and/or the capacity can be built up within 2 months 1 = Has not provided sufficient evidence 0 = no evidence
Key performance indicator: Has the bidder provided evidence that he/she has capacity to meet the minimum output requirement of 15 basic ambulance conversions per week	5 = Has provided clear and strong evidence that facilities and staff is available to meet the minimum output requirement 3 = Has provided sufficient evidence that facilities and staff is available to meet the minimum output requirement 1 = Has not provided sufficient evidence 0 = no evidence
Design and quality of basic ambulance conversions based on Land Cruiser 78	3 = Has provided strong evidence that having experience and capacity to carry out the required conversion 2 = Has provided sufficient evidence 1 = Has not provided sufficient evidence 0 = no evidence
Design and quality of basic ambulance conversions based on Hiace short wheelbase	3 = Has provided strong evidence that having experience and capacity to carry out the required conversion 2 = Has provided sufficient evidence 1 = Has not provided sufficient evidence 0 = no evidence
Design and quality of basic ambulance conversions based on Hiace long wheelbase	3 = Has provided strong evidence that having experience and capacity to carry out the required conversion. 2 = Has provided sufficient evidence 1 = Has not provided sufficient evidence 0 = no evidence
Design and quality of basic ambulance conversions based on Land Cruiser 79	3 = Has provided strong evidence that having experience and capacity to carry out the required conversion 2 = Has provided sufficient evidence 1 = Has not provided sufficient evidence 0 = no evidence

Quality and design of the optional equipment for ambulance conversions meet the requirements of GFM	3 = Has provided strong and clear evidence that the equipment meets the quality and design requirements of GFM 2 = Has provided sufficient evidence 1 = Has not provided sufficient evidence 0 = no evidence
Design and quality of the work shop truck conversion based on Land Cruiser 79	3 = Has provided strong evidence that having experience and capacity to carry out the required conversion 2 = Has provided sufficient evidence 1 = Has not provided sufficient evidence 0 = no evidence
Has the bidder provided evidence that he/she is capable of designing and prototyping of any requirements that might arise. Prototyping within 8 weeks upon agreeing on the CAD design.	3 = Has provided strong evidence that having experience and capacity to carry out the required tasks 2 = Has provided sufficient evidence 1 = Has not provided sufficient evidence 0 = no evidence
Has the bidder provided quality and environmental standard certificate according to para 9 of the RFP - <b>this criteria is evaluted under Service category 1</b>	3 = Has provided certificates according to para 9 of RFP 2 = Has provided certificates for only one element (environment or quality) 0 = no certificate
<b>SECTION TOTAL</b>	
<b>GRAND TOTAL</b>	