

**RFP/2018/1124 Technical Evaluation - Service Category 3 - Hub Services for Armoured Vehicles (AV)**

<b>Name of Evaluator:</b>	
<b>Date:</b>	
<b>Name of Company:</b>	
<b>CRITERIA DESCRIPTION</b>	<b>Guidance (Rating Scale)</b>
<b>1. Experience / Qualification of Bidder (10% maximum)</b>	
Has the bidder proven that it 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 - <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? <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 then 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>	
<b>CRITERIA DESCRIPTION</b>	<b>Guidance (Rating Scale)</b>
<b>2. Qualification of staff (5% maximum)</b>	
Has the bidder provided evidence that the number of staff is sufficient to carry out the tasks listed in the RFP	3 = Yes 2 = Partially 0 = No
Has the bidder provided evidence that staff has the right level of skills - unskilled, skilled, administrative, engineering	3 = Yes 2 = Partially 0 = No
<b>SECTION TOTAL</b>	
<b>CRITERIA DESCRIPTION</b>	<b>Guidance (Rating Scale)</b>
<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 0 = no evidence
Receiving armoured vehicles and AV related spare parts (para 1 and 6 of RFP)	3 = Has provided strong evidence that having experience and capacity to carry out the required processes. 2 = Has provided sufficient evidence 1 = Has not provided sufficient evidence 0 = no evidence
Storing of armoured vehicles and AV spare parts (para 2 and 6 of RFP)	3 = Has provided clear and strong evidence that the required facilities and capacity are in place 2 = Has provided sufficient evidence 1 = Has not provided sufficient evidence 0 = no evidence
Pre-delivery inspection of armoured vehicles (para 3 of RFP)	3 = Has provided clear and strong evidence that the bidder fully meets the requirements with the conditions set in para 3 of RFP 2 = Has provided sufficient evidence 1 = Has not provided sufficient evidence 0 = no evidence
Equipping of accessories according to para 4 of RFP	3 = Has provided strong and clear evidence that the bidder has full capability and capacity to carry out the processes described in para 5 of RFP 2 = Has provided sufficient evidence 0 = no evidence
Dispatching according to para 5 of RFP	3 = Has provided strong evidence that having experience and capacity to carry out the required processes. 2 = Has provided sufficient evidence 1 = Has not provided sufficient evidence 0 = no evidence
Has the bidder provided quality and environmental standard certificates according to para 7 of the RFP. Has the bidder provided proven OEM recognition.	5 = has provided prove of OEM recognition, quality and environmental standards certificate 3 = Has provided certificates (environment and quality) 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>	