

ANNEX B – EVALUATION CRITERIA FOR RFQ 2023-120

Requested documents to provided in PDF Format, signed and stamped.

1	Provide company Profile indicating complete name, physical address, contacts and license to operate in Ukraine.	Pass//Fail
2	Provide previous Work Experience & Performance with relevant references (Evidence of experience in insurance industry of similar nature (minimum 3 years), provide evidence of previous working experience with UN/NGOs/Diplomatic missions in Ukraine.	Pass//Fail
3	Response and mobility capacity of your company to deploy staff at incident area(s) in a very short period within Ukraine once accident occurs.	Pass//Fail
4	Technical Capacity - Staff and Personnel (availability of relevant personnel, qualifications, and experience.	Pass//Fail
5	Provide detailed information regarding your coverage in Ukraine, affiliation with other insurance companies operating in the Country and the region, response time, premiums and Additional services been provided by the company if any.	Pass//Fail
6	State what is not covered by this third-party insurance policy expected to be offered by your company.	Pass//Fail
7	Describe basis of settlement and provide maximum premium per person, damaged property or both involved in an accident.	Pass//Fail
8	Describe step by step how UNHCR will make claim(s) once one of its vehicles (s) is involved in an accident within geographical location in Ukraine.	Pass//Fail
9	Provide organigram showing hierarchy making decision should an accident occur.	Pass//Fail

