

Annex B: Technical Evaluation Criteria

Evaluation Factors	Max. marks obtainable
Mandatory	
Valid Registration Documents (Company is registered as construction, engineering or architectural company).	PASS/FAIL
Company's Age is Not less than 3 years from the date of registration / incorporation.	PASS/FAIL
The proposed Frame-time for completion of the project is less than 3 months.	PASS/FAIL
Guarantee Letter for the one (1) year of warranty period after the final completion of the project including the provided materials/equipment	PASS/FAIL
Confirmation letter that reporting scheme will be in accordance with UNHCR requirements (weekly basis)	PASS/FAIL
Financial reports for the last three years provided	PASS/FAIL
Bidder confirms the acceptance of the following in writing and will be required to strictly adhere to; for the purpose the proposed contract. UNHCR General Conditions of Contracts for Goods and Services (July 2018 revision) (Annex E)	PASS/FAIL
Scoring Criteria	
Number of years in the Construction Sector	100 - 3-5 years: 30 marks - 6-8 years: 60 marks - 9 years or above: 100 marks
Company Profile: List of key personnel and their qualifications; List of Equipment owned by the firm to be mobilized for the execution of works described in Annex A. The organization structure or organizational chart	100 - company has no organizational structure and has minimal capacity to implement the project: 0 marks - company has a minimal organizational structure and satisfactory capacity: 50 marks - the company has a well-defined organizational structure and sufficient capacity: 100 marks
Mobilization time	50 (1- 14) Days - 50 marks (15 - 21) Days - 30 marks (22 - 35) Days – 15 marks (36 and 42) Days - 0 marks
Proposed for the project implementation staff have at least three (3) years of experience in the relevant field.	50 - less than 3 years: 0 marks - 5-10 years: 25 marks - more than 10 years: 50 marks
Construction implementation plan provided with the main project milestones, work schedules and Gantt charts, as well as a detailed description of the manner company would implement the project	50 - A construction implementation plan is not provided: 0 marks

	<p>- A proposed implementation plan has a implementation description and schedule with milestones: 25 marks</p> <p>- A proposed implementation plan has a detailed description. GANTT chart is prepared on a weekly basis with broken down with percentage distribution for all sub-tasks. Critical path analysis included for each task/sub-task: 50 marks</p>
Information on the materials that will be used for the construction is provided	<p>25</p> <p>- information on the materials is not provided: 0 marks</p> <p>- with detailed product description and specifications in compliance with the Bill of Quantities (BOQ), materials catalogues provided: 20 marks</p>
Information on the past experience	<p>150</p> <p>-1-3 reference/work completion documents: 50 marks</p> <p>- 3-6 references/work completion documents: 100 marks</p> <p>- 7 or above references/work completion documents 150 marks</p>
Annual Turnover (within previous three years)	<p>75</p> <p>- up to USD 100,000: 25 marks</p> <p>- up to USD 150,000: 50 marks</p> <p>- up to USD 200,000 or above: 75 marks</p>
Total Marks	600
Minimum Score to be obtained (60%) of Overall Score	360

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