

Grid for the technical assessment of bids below the EU threshold

Org. unit	1300	Project title	SADC Adaptation to Climate Change in Rural Areas in Southern Africa (ACCRA)	Date	06.02.2020
Officer responsible for the commission	Name	PN	13.2244.5-001.00	Contract no.	
Assessor	Name				
Version	Individual assessment/overall assessment				Bidder 1 to 5 of 5

(1) Criterion	(2) Weighting in %	Enter bidder 1		Enter bidder 2		Enter bidder 3		Enter bidder 4		Enter bidder 5	
		(3) Points (max.10)	(4) Assessment (2)x(3)	(3) Points (max.10)	(4) Assessment (2)x(3)	(3) Points (max.10)	(4) Assessment (2)x(3)	(3) Points (max.10)	(4) Assessment (2)x(3)	(3) Points (max.10)	(4) Assessment (2)x(3)
1	Assessment of technical-methodological design										
1.1	Approach										
1.1.1	demonstration of understanding of the objectives in the ToRs and task at hand	5%	0	0	0	0	0	0	0	0	0
1.1.2	quality of plan / strategy of how to address task at hand	5%	0	0	0	0	0	0	0	0	0
1.1.3	neatness of proposal / attention to detail	10%									
Interim total 1.1		20%	0	0	0	0	0	0	0	0	0
1.2	Qualification										
1.2.1	qualifications as per ToRs	15%	0	0	0	0	0	0	0	0	0
Interim total 1.2		15%	0	0	0	0	0	0	0	0	0
1.3	Experience										
1.3.1	level of experience in editing	6%	0	0	0	0	0	0	0	0	0
1.3.2	level of experience in proof-reading	6%	0	0	0	0	0	0	0	0	0
1.3.3	level of experience in layout	8%									
1.3.4	level of experience in Southern Africa	5%									
1.3.5	level of experience in thematic area	5%									
Interim total 1.3		30%	0	0	0	0	0	0	0	0	0
1.4	Language Proficiency										
1.4.1	English	10%	0	0	0	0	0	0	0	0	0
1.4.2	French	10%	0	0	0	0	0	0	0	0	0
1.4.3	Portuguese	10%									
Interim total 1.4		30%	0	0	0	0	0	0	0	0	0
1.5	Software & Equipment										
1.5.1	does consultant have the required software and equipment	5%	0	0	0	0	0	0	0	0	0
Interim total 1.5		5%	0	0	0	0	0	0	0	0	0
Overall total 1 + 2		100%	0	0	0	0	0	0	0	0	0
Assessment in %			0%	0%	0%	0%	0%	0%	0%	0%	0%
Ranking											

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		(3) Points (max.10)	(4) Assessment (2)x(3)	(3) Points (max.10)	(4) Assessment (2)x(3)	(3) Points (max.10)	(4) Assessment (2)x(3)	(3) Points (max.10)	(4) Assessment (2)x(3)	(3) Points (max.10)	(4) Assessment (2)x(3)

I hereby declare that I completed this assessment independently, to the best of my knowledge and in good faith. I will treat the information confidentially and will not pass on any details of the ongoing assessment procedure.

Date, signature