**1.5\_ADMINISTRATIVE COMPLIANCE GRID AND EVALUATION GRID**

**1.5.1\_ADMINISTRATIVE COMPLIANCE GRID**

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| **1.5.1 ADMINISTRATIVE COMPLIANCE GRID** | | | | | | | | | |
| **Contract title** |  |  |  |  | **Publication ref:** |  |  |  |  |
| **Tender number** | **Tenderer name** | **Tenderer name Electronic or PAPER submission ? (Yes/No)** | **Tender documents arrived in time? (Yes/No)** | **Tender submission FORM duly completed? Yes/NO** | **Is Tenderer nationality eligible? Yes/No** | **Declaration of honour included? Yes/No** | **Tenderer's declaration FORM signed? Yes/ NO** | **Other administrative requirements of the tender dossier? (Yes/No)** | **Overall decision? (Accept / Reject)** |
| 1 |  |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |  |
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|  | Chairperson's name | |  |  |  |  |  |  |  |
|  | Chairperson's signature | |  |  |  |  |  |  |  |
|  | Date | |  |  |  |  |  |  |  |

**1.5.2\_EVALUATION GRID STEP 1 – 3**

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| **1.5.2 EVALUATION GRID - 1st step: Essential Criteria Check** | | | | | | | | | |
| **Contract title** |  |  |  |  | **Publication ref:** |  |  |  |  |
|  |  |  |  |  |  |  | | | |
| **Tender number** | **Tenderer name** | **Legal Entity File Submitted?** | **Legal Entity File signed?** | **Legal Entity File correctly fill in?** | **Legal establishment for a minimum of 2 years respected?** | **Country Registration Certificate attached and valid?** | **Overall decision about Essential Criteria? (Accept / Reject)** | **Notes** | |
| 1 |  |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |  |
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|  | Chairperson's name | |  |  |  |  |  |  |  |
|  | Chairperson's signature | |  |  |  |  |  |  |  |
|  | Date | |  |  |  |  |  |  |  |

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| **1.5.2 EVALUATION GRID - 2nd step: Economical and Financial Capacity Criteria Check** | | | | | | | | | |
| **Contract title** |  |  |  |  | **Publication ref:** |  |  |  |  |
| **Tender number** | **Tenderer name** | **A\_Annual turnover for the last three years in South Sudan\_SCORE (verify if the attachement is available and correct)** | **B\_Relevant Work Experience for similar goods supplied in the period 2022 - 2023\_SCORE** | **C\_Bank information \_SCORE** | **C\_Financial Identification form attached?** | **C\_Copy of Bank Statement attached?** | **D\_Other Information\_SCORE** | **Notes** | **Tot Score obtained / Final Evaluation** |
| 1 |  |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |  |
| … |  |  |  |  |  |  |  |  |  |
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|  | Chairperson's name | |  |  |  |  |  |  |  |
|  | Chairperson's signature | |  |  |  |  |  |  |  |
|  | Date | |  |  |  |  |  |  |  |

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|  | | **1.5.2 EVALUATION GRID - 3th step: Technical and professional capacity Criteria Check** | | | | | | | | | |
| **Contract title** |  | |  |  |  | **Publication ref:** |  |  |  |  |  |
| **Tender number** | **Tenderer name** | | **A\_Length of Service\_SCORE** | **B\_Client list / Organization Reference and annezes\_SCORE** | **C\_Availability of Key Roles and personnel Capacity of delivery within the country\_SCORE** | **D\_Capacity to provide wide range of drugs, consumables and med. equip.\_SCORE** | **E. Fulfil standard Medical Supply Storage requirements\_SCORE** | **F.Capacity of delivery within the country\_SCORE** | **G\_Compliance with Guidelines on good distribution practices (GDP) and Transport of Med Supp\_SCORE** | **Notes** | **Tot Score obtained / Final Evaluation** |
| 1 |  | |  |  |  |  |  |  |  |  |  |
| 2 |  | |  |  |  |  |  |  |  |  |  |
| … |  | |  |  |  |  |  |  |  |  |  |
|  |  | |  |  |  |  |  |  |  |  |  |
|  | Chairperson's name | | |  |  |  |  |  |  |  |  |
|  | Chairperson's signature | | |  |  |  |  |  |  |  |  |
|  | Date | | |  |  |  |  |  |  |  |  |

**1.5.3\_FINAL EVALUATION GRID TO FINALIZE THE TENDERERS PRE QUALIFICATION PROCESS**

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| **1.5.3 FINAL EVALUATION GRID TO FINALIZE THE TENDERERS PRE QUALIFICATION PROCESS** | | | | | | | | | |
| **Contract title** |  |  |  |  | **Publication ref:** |  |  |  |  |
| **Tender number** | **Tenderer name** | **Overall decision about Essential Criteria? (Accept / Reject)** | **Notes** | **Overall decision about Econ And Finan Capacity? (Positive / Negative)** | **Notes** | **Overall decision about Tech And Profes Capacity? (Positive / Negative)** | **Notes** | **Compliance with technical Proposal (Delivery time indicated and acceptal of Payment terms, Yes or No)** | **Overall decision about PRE QUALIFICATION PROCESS? (Positive / Negative)** |
| 1 |  |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |  |
| … |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  | Chairperson's name | |  |  |  |  |  |  |  |
|  | Chairperson's signature | |  |  |  |  |  |  |  |
|  | Date | |  |  |  |  |  |  |  |

**1.5.4\_FINAL EVALUATION GRID TO AWARD THE FRAMEWORK CONTRACT**

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|  | | **1.5.4 FINAL EVALUATION GRID TO AWARD THE FRAMEWORK CONTRACT** | | | | | | | | | |
| **Contract title** |  | |  |  |  |  | **Publication ref:** |  |  |  |  |
| **Tender number** | **Tenderer name** | | **Compliance with technical specifications? DELIVERY TIME\_Score** | **Compliance with technical specifications? DELIVERY PLACE\_Score** | **Compliance with technical specifications? PAYMENT TERMS (Yes / NO)** | **Compliance with Expiration TERMS\_Score** | **Technical Proposal Evaluation\_Score (30% of weight on final score)** | **Financial Proposal Evaluation (70% of weight on final score)\*** | **Final Overall Score** | **Final Ranking** | **Notes** |
| 1 |  | |  |  |  |  |  |  |  |  |  |
| 2 |  | |  |  |  |  |  |  |  |  |  |
| … |  | |  |  |  |  |  |  |  |  |  |
|  |  | |  |  |  |  |  |  |  |  |  |
|  | Chairperson's name | | |  |  |  |  | *\* max score is 50* |  |  |  |
|  | Chairperson's signature | | |  |  |  |  |  |  |  |  |
|  | Date | | |  |  |  |  |  |  |  |  |