

I.4 ADMINISTRATIVE COMPLIANCE GRID AND EVALUATION GRID

I.4.1 ADMINISTRATIVE COMPLIANCE GRID

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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	Attached a copy of certificates requested)? (Yes/No)	Overall decision? (Accept / Reject)						
1															
2															
...															
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%; text-align: center;">Chairperson's name</td> <td style="width: 30%;"></td> </tr> <tr> <td style="text-align: center;">Chairperson's signature</td> <td></td> </tr> <tr> <td style="text-align: center;">Date</td> <td></td> </tr> </table>										Chairperson's name		Chairperson's signature		Date	
Chairperson's name															
Chairperson's signature															
Date															

I.4.2_EVALUATION GRID STEP I – 3

I.4.2 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								
...								
		Chairperson's name						
		Chairperson's signature						
		Date						

I.4.2 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	B_Relevant Work Experience for similar WORKS realized in the period 2022 - 2024_SCORE	C_Bank information_SCORE	C_Financial Identification form attached?	C_Copy of Bank Statement attached?	D_Other Information_Use of Bank and Insurance Available_SCORE	Notes	Tot Score obtained / Final Evaluation
1									
2									
...									
		Chairperson's name							
		Chairperson's signature							
		Date							

I.4.2 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_SCORE	C_Availability of realizing constructions within the country_SCORE	C_The PO/Reference with contact details as supporting document is attached?	Notes	Tot Score obtained / Final Evaluation
1							
2							
...							
		Chairperson's name					
		Chairperson's signature					
		Date					