

Assessment grid for the technical evaluation of tenders for contracts up to the value of EUR 20,000 (CV + price)

Organisational unit		Project title		Date							
Officer responsible for the commission				PN							
Assessor				Contract no.							

(1) Criterion	(2) Weighting in %	Enter tenderer 1		Enter tenderer 2		Enter tenderer 3		Enter tenderer 4		Enter tenderer 5		Enter tenderer 6	
		(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)	(3) Points (max.10)	(4) Assessment (2)x(3)
1. Qualifications of proposed staff (according to rules and criteria in the Terms of reference)													
1.1	Expert 1:												
1.1.1	General qualifications												
	- Education												
	- Professional experience												
1.1.2	Experience in the region/knowledge of the country												
1.1.3	Language skills												
	Enter languages												
Subtotal for 1.1		0		0		0		0		0		0	
1.2	Expert 2:												
1.2.1	General qualifications												
	- Education												
	- Professional experience												
1.2.2	Experience in the region/knowledge of the country												
1.2.3	Language skills												
	Enter languages												
Subtotal for 1.2		0		0		0		0		0		0	
Total for technical assessment		0		0		0		0		0		0	
Technical assessment in %				0.00%		0.00%		0.00%		0.00%		0.00%	
3. Total for financial assessment													
Overall assessment in %													
= (assessment score for qualifications of staff - highest score for qualifications of staff) x 70 % + (lowest financial bid - tenderer's financial bid) x 30 %													
Specific advantages/risks (see supplementary sheet)													
Rank													

I hereby declare that I have carried out this assessment independently and to the best of my knowledge and belief. I will keep the data confidential and will not pass on any information regarding the current assessment procedure.

Date, Name