|  |  |
| --- | --- |
|  | **Maximum** |
| **Organisation and methodology** |  |
|  |  |
| Rationale | 10 |
| Strategy | 30 |
| Back-up function | 10 |
| Timetable of activities, including the number of expert days proposed | 10 |
|  |  |
| **Total score for organisation and methodology** | **60** |
|  |  |
| **CV and references** |  |
|  |  |
| Qualifications and skills | 10 |
| General professional experience | 10 |
| Specific professional experience | 20 |
|  |  |
| **Total score for CV** | **40** |
|  |  |
| **Overall total score** | **100** |

|  |  |
| --- | --- |
| **Strengths** |  |
| **Weaknesses** |  |

NB: Only tenders with average scores of at least 75 points qualify for the financial evaluation.

**ADMINISTRATIVE COMPLIANCE GRID**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Contract title:** | | |  | | | | | | | **Publication reference:** | | |  | | | |
| Tender envelope number | Tenderer name | | Tender submission form duly completed?  (Yes/No) | Tenderer’s declaration (signed by each consortium member, if appropriate)?  (Yes/No) | Language as required? | Organisation & methodology exists? | Key experts (list + CV)? (For contracts requiring key experts) | Key experts are present in only one tender as key experts? (For contracts requiring key experts) | | All key experts have signed statements of exclusivity & ..availability? (For contracts requiring key experts) | Sub-contracting statement acceptable?  (Yes/No/ Not Applicable) | | Nationality of sub-contractors eligible?  (Yes/No) | Documentary evidence for the references[[1]](#footnote-1) | Overall decision? (Accept / Reject) |
| 1 |  | |  |  |  |  |  |  | |  |  | |  |  |  |
| 2 |  | |  |  |  |  |  |  | |  |  | |  |  |  |
| 3 |  | |  |  |  |  |  |  | |  |  | |  |  |  |
| 4 |  | |  |  |  |  |  |  | |  |  | |  |  |  |
| 5 |  | |  |  |  |  |  |  | |  |  | |  |  |  |
| 6 |  | |  |  |  |  |  |  | |  |  | |  |  |  |
| 7 |  | |  |  |  |  |  |  | |  |  | |  |  |  |
| 8 |  | |  |  |  |  |  |  | |  |  | |  |  |  |

|  |  |
| --- | --- |
| **Chairperson’s name** |  |
| **Chairperson’s signature** |  |
| **Date** |  |

1. Evidence provided shall be compliant with the description given in the standard application form as concerns the selection criteria for technical capacity as specified in the Contract Notice [↑](#footnote-ref-1)