**EVALUATION CRITERIA FOR USE IN THE TANePS BASED ON PPRA’S STANDARD TENDERING DOCUMENT FOR SUPPLY AND INSTALLATION OF INFORMATION SYSTEMS WITHOUT PRE-QUALIFICATION**

|  | **CRITERIA FOR EVALUATION** | **TYPE OF CRITERIA** |
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| **ELIGIBILITY** |
| **SECTION 1** | **TENDER VALIDITY** |
| Criteria 1 | Insert Number of days  | Value Data |
| **SECTION 2** | **POWER OF ATTORNEY** |
| Criteria 1 | Do you confirm that you have Power of Attorney to submit this tender? YES/NOT APPLICABLE | List  |
| Criteria 2 | Attach dully filled Power of Attorney in accordance with Clause 21.2 of the Instruction to Tenderers in the format provided in Section V- Tendering Forms OrAttach evidence of Sole Proprietorship (extract from Company | File Data |
| **SECTION 3** | **TENDER SECURITY** |
| Criteria 1 | Attach / Tender Security in accordance with Clause 19 of the Instruction to Tenderers in the format provided in Section V- Tendering Forms | File Data |
| **SECTION 4** | **COMPANY PARTICULARS** |
| Criteria 1 | Attach dully Filled in Form ELI-5.1.1 provided in Section V- Application Forms with attachment.  | File Data |
| Criteria 2 | In case of a Joint Venture, in addition to Form ELI-5.1.1, attach dully filled Form ELI-5.1.2 provided in Section V- Application Forms together with attachment for each Joint Venture Member together  | File Data |
| **SECTION 5** | **NATIONALITY** |  |
|  | Do you Declare that you meet Nationality Requirements in Accordance with ITT 3.1 in compliance with Item 5.1.1 of Section IV-Qualification and Evaluation Criteria? YES/NO | List |
| **SECTION 6** | **CONFLICT OF INTEREST** |  |
| Criteria 1 | Do you Declare that you have no Conflict of Interest in Accordance with ITT 3.7 in compliance with Item 5.1.2 of Section IV-Qualification and Evaluation Criteria? YES/NO | List |
| **SECTION 7** | **NOT DECLARED INELIGIBLE** |  |
| Criteria 1 | Do you Declare that you have not been declared ineligible in accordance with ITT 3.8 in compliance with Item 5.1.3 of Section IV-Qualification and Evaluation Criteria? YES/NO | List |
| SECTION 8 | **GOVERNMENT OWNED ENTITY** |  |
| Criteria 1 | Do you Declare that you meet conditions described in ITT 3.9 in compliance with Item 5.1.4 of Section IV-Qualification and Evaluation Criteria? YES/NO | List |
| **SECTION 9** | **SIGNED FORM OF TENDER**  |
| Criteria 1 | Attach dully filled and Signed Form of Tender in accordance with ITT 15.1 together with the Schedules - in the format provided in Section V- Tendering Forms  | File Data |
| **SECTION 10** | **JOINT VENTURE AGREEMENT**  |
| Criteria 1 | Attach a Joint Venture Agreement in case of a Joint Venture/Associations  | File Data |
| **SECTION 11** | **ANTI-BRIBERY POLICY** |
|  Criteria 1 | Attach dully filled in Form INTEG with attachment- an undertaking on anti – bribery policy / code of conduct and compliance programme in the format provided in Section V- Tendering Forms in compliance with Item 5.1.5 of Section IV-Qualification and Evaluation Criteria. | File Data |
| **SECTION 12** | **HISTORICAL CONTRACT NON-PERFORMANCE**  |  |
| **SUB-SECTION 1** | **History of Non-Performing Contracts:** |  |
| **Criteria 1** | Attach dully Completed Form CON-2 in compliance with Item 5.2.1(a) of Section IV-Qualification and Evaluation Criteria provided in Section IV Tendering Forms | File Data |
| **SUB-SECTION 2** | **Debarment based on Execution of Tender Securing Declaration by the Authority** |  |
| **Criteria 1** | Do you Declare that you are not under debarment based on the execution of Tender Securing Declaration by the Authority in compliance with Item 5.2.2 of Section IV-Qualification Criteria and Requirements? YES/NO | File Data |
| **SUB-SECTION 3** | **Pending Litigation and Litigation History** |  |
| Criteria 1 | Attach dully completed Form CON – 2 as provided in Section IV Tendering Forms in compliance with Item 5.2.3 and 5.2.4 of Section IV-Qualification Criteria and Requirements | File Data |
| SUB-SECTION 4 | **Compliance with Statutory Requirements** |  |
| Criteria 1 | Attach dully completed Form CON – 2 as provided in Section V Tendering Forms in compliance with Items 5.2.5 Section IV-Qualification and Evaluation Criteria  | File Data |
| **SECTION 13** | **FINANCIAL SITUATION AND PERFORMANCE** |  |
| **SUB-SECTION 1** | **Historical Financial Performance** |  |
| **Criteria 1** | Audited Balance Sheets in compliance with Item 5.3.1 of Section IV- Qualification Criteria and Requirements – Attach dully Completed Form FIN-5.3.1- *with attachments* as provided in Section V Tendering Forms. | File Data |
| **SUB-SECTION 2** | **Average Annual Construction Turnover** |  |
| **Criteria 1** | Attach Information on average annual construction turnover in compliance with Item 5.3.2 of Section IV- Qualification Criteria and Requirements – Attach dully Completed Form FIN-5.3.2 as provided in Section V Tendering Forms. | File Data |
| **SUB-SECTION 3** | **Financial Resources**  |  |
| **Criteria** | **Access to financial resources in compliance with Item 5.3.3** of Section IV- Qualification Criteria and Requirements – Attach dully Completed Form FIN-5.3.3 as provided in Section V Tendering Forms. |  |
| **SUB-SECTION 3** | **Current Commitments** |  |
| **Criteria 1** | Provide information on current commitments on all awarded or ongoing contract in compliance with Item 5.3.4 of Section IV- Qualification Criteria and Requirements - Attach dully Completed Form FIN – CCC as provided in Section V Tendering Forms | File Data |
| **SECTION 14** | **EXPERIENCE** |  |
| **SUB-SECTION 1** | **General Experience** |  |
| **Criteria 1** | Experience under Supply and Installation of Information Systems Contracts in the Role of Prime Contractors, JVCA Member, Subcontractor or Management Contractor in compliance with Item 5.4.1 of Section IV-Qualification and Evaluation Criteria- **Attach dully Completed Form EXP-5.4.1** as provided in Section IV Tendering Forms | File Data |
| **SUB-SECTION 2** | **Specific Experience**  |  |
| **Criteria 1** | Participation as a prime supplier, management contractor, JV member, sub-contractor in compliance with Item 5.4.2 of Section IV-Qualification and Evaluation Criteria **Attach dully completed Form EXP 5.4.2** as provided in Section IV Tendering Forms | File Data |
| **SECTION 15** | **PERSONNEL[[1]](#footnote-1)** |  |
| Criteria 1 | Personnel Schedule – **Attach dully completed Form PER 1** as provided in Section IV Tendering Forms to meet the Requirements for the key personnel listed in Item 5.5 of Section IV (Qualification and Evaluation Criteria)  | File Data |
| Criteria 2 | CV of Staff 1 - **Attach dully completed Form PER 2 for Staff 1** as provided in Section IV Tendering Forms as listed in Item 5.5 of Section IV-Qualification and Evaluation Criteria | File Data |
| Criteria 3 | CV of Staff 2- **Attach dully completed Form PER 2 for Staff 2** as provided in Section IV Tendering Forms as listed in Item 5.5 of Section IV-Qualification and Evaluation Criteria | File Data |
| Criteria 4 | CV of Staff 3 - **Attach dully completed Form PER 2 for Staff 3** as provided in Section IV Tendering Forms as listed in Item 5.5 of Section IV-Qualification and Evaluation Criteria | File Data |
| **SECTION 17** | **SUBCONTRACTORS** |  |
| Criteria 1 | Attach List of Subcontractors/vendors/manufacturers for major items of supply or services identified in the prequalification document must meet or continue to meet the minimum criteria specified therein for each item in compliance with Section 5.6 Section IV (Qualification and Evaluation Criteria). | File Data |
| **SECTION 7** | **MANUFACTURER’S AUTHORIZATION** |  |
| Criteria 1 | Attach Manufacturer’s authorization in compliance with Section 5.7 Section IV (Qualification and Evaluation Criteria). |  |
| **SECTION 8** | **LOCAL REPRESENTATION** |  |
| Criteria 1 | Attach information on local representation in compliance with Section 5.8 Section IV (Qualification and Evaluation Criteria). |  |

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| **TECHNICAL** Insert Envelope Weight[[2]](#footnote-2) =…… | **SCORE** |
| **SECTION 1[[3]](#footnote-3)** | **TECHNICAL PROPOSAL[[4]](#footnote-4)** | **100** |
| **SUB- SECTION 1** | **FUNCTIONAL REQUIREMENTS[[5]](#footnote-5)[[6]](#footnote-6)** | **X1** |  |
| **Criteria 1** | Finance | Y11 |  |  |
| *Sub-Criteria 1* | Attach compliance Matrix with respect to Finance as provided in Functional Requirements - Section VII Schedule of Requirements for the Information System: |  |  |
| **Criteria 2** | Procurement. | Y12 |  |  |
| *Sub-Criteria 1* | Attach compliance Matrix with respect to Procurement as provided in Functional Requirements- Section VII Schedule of Requirements for the Information System |  |  |
| **Criteria 3** | Logistics/ Fleet Management | Y13 |  |  |
| *Sub-Criteria 1* | Attach compliance Matrix with respect to Logistics/ Fleet Management as provided in Functional Requirements- Section VII Schedule of Requirements for the Information System |  |  |
| **Criteria 4** | Human Resources | Y14 |  |  |
| *Sub-Criteria 1* | Attach compliance Matrix with respect to Human Resources as provided in Functional Requirements- Section VII Schedule of Requirements for the Information System |  |  |
| **Criteria 5** | Revenue & Customer Service | Y15 |  |  |
| *Sub-Criteria 1* | Attach compliance Matrix with respect to Revenue & Customer Service as provided in Functional Requirements- Section VII Schedule of Requirements for the Information System |  |  |
| **Criteria 6** | Asset & Maintenance Management (Generation, Transmission & Distribution) | Y16 |  |  |
| *Sub-Criteria 1* | Attach compliance Matrix with respect to Asset & Maintenance Management as provided in Functional Requirements- Section VII Schedule of Requirements for the Information System |  |  |
| **Criteria 7** | Geographical Information System | Y17 |  |  |
| *Sub-Criteria 1* | Attach compliance Matrix with respect to Geographical Information System as provided in Functional Requirements- Section VII Schedule of Requirements for the Information System |  |  |
| **Criteria 8** | Project Management | Y18 |  |  |
| *Sub-Criteria 1* | Attach compliance Matrix with respect to Project Management as provided in Functional Requirements- Section VII Schedule of Requirements for the Information System |  |  |
| **Criteria 9** | Legal | Y19 |  |  |
| *Sub-Criteria 1* | Attach compliance Matrix with respect to Legal Aspects as provided in Functional Requirements- Section VII Schedule of Requirements for the Information System |  |  |
| **Criteria 10** | Internal Audit | Y110 |  |  |
| *Sub-Criteria 1* | Attach compliance Matrix with respect to Internal Audit as provided in Functional Requirements- Section VII Schedule of Requirements for the Information System |  |  |  |
| **Criteria 11** | Document Management | Y111 |  |  |
| *Sub-Criteria 1* | Attach compliance Matrix with respect to Document Management as provided in Functional Requirements- Section VII Schedule of Requirements for the Information System |  |  |
| **Criteria 12** | Health and Safety | Y112 |  |  |
| *Sub-Criteria 1* | Attach compliance Matrix with respect to Health and Safety as provided in Functional Requirements- Section VII Schedule of Requirements for the Information System |  |  |
| **SUB-SECTION 2** | TECHNICAL REQUIREMENTS[[7]](#footnote-7)[[8]](#footnote-8) | **X2** |  |
| **Criteria 1** | Service Specifications – Supply & Install Items | Y21 |  |  |
| **Sub-Criteria 1** | Attach compliance Matrix with respect to Service Specifications – Supply & Install Items as provided in Technical Requirements- Section VII Schedule of Requirements for the Information System |  |  |
| **Criteria 2** | Technology Specification (including infrastructure) | Y22 |  |  |
| **Sub-Criteria 1** | Attach compliance Matrix with respect to Technology Specification as provided in Technical Requirements- Section VII Schedule of Requirements for the Information System |  |  |
| **Criteria 3** | Security Specification | Y23 |  |  |
| **Sub-Criteria 1** | Attach compliance Matrix with respect to Security Specification as provided in Technical Requirements- Section VII Schedule of Requirements for the Information System |  |  |
| **Criteria 4** | Technical Architecture | Y24 |  |  |
| **Sub-Criteria 1** | Attach compliance Matrix with respect to Technical Architecture as provided in Technical Requirements- Section VII Schedule of Requirements for the Information System |  |  |
| **Criteria 5** | Usability | Y25 |  |  |
| **Sub-Criteria 1** | Attach compliance Matrix with respect to Usability as provided in Technical Requirements- Section VII Schedule of Requirements for the Information System |  |  |
| **Criteria 6** | Testing & Quality Assurance | Y25 |  |  |
| **Sub-Criteria 1** | Attach compliance Matrix with respect to Testing & Quality Assurance as provided in Technical Requirements- Section VII Schedule of Requirements for the Information System |  |  |
| **Criteria 7** | Service Specification – Recurrent Cost Items | Y26 |  |  |
| **Sub-Criteria 1** | Attach compliance Matrix with respect to Service Specification – Recurrent Cost Items as provided in Technical Requirements- Section VII Schedule of Requirements for the Information System |  |  |
| **Criteria 8** | Conformity to vanilla requirement | Y27 |  |  |
| **Sub-Criteria 1** | Attach compliance Matrix with respect to Conformity to vanilla requirement as provided in Technical Requirements- Section VII Schedule of Requirements for the Information System |  |  |

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| **FINANCIAL** Insert Envelope Weight[[9]](#footnote-9) =…… | **SCORE** |
|  | Attach Priced Schedule Forms  |  |
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1. Insert submission of CV for each position mentioned in the Form of Qualification Information. [↑](#footnote-ref-1)
2. Insert the weight of Technical Score [↑](#footnote-ref-2)
3. Total assigned scores for all section should total to 100 i.e. X1 + X2+ ……Xi= 100 [↑](#footnote-ref-3)
4. The total of the assigned Scores for all Sub-Sections should total to 100 i.e Y11 + Y12+ ……Y1i= 100. [↑](#footnote-ref-4)
5. [↑](#footnote-ref-5)
6. The criteria given here for Functional Requirements are not standard – in preparation of Evaluation Criteria those responsible for preparation of the Criteria will be guided by Section VII Schedule of Requirements for the Information System of a particular tender [↑](#footnote-ref-6)
7. The total of the assigned Scores for all Sub-Sections should total to 100 i.e Y21 + Y22+ ……Y2i= 100 [↑](#footnote-ref-7)
8. The criteria given here for Technical Requirements are not standard – in preparation of Evaluation Criteria those responsible for preparation of the Criteria will be guided by Section VII Schedule of Requirements for the Information System of a particular tender [↑](#footnote-ref-8)
9. Insert the weight of Financial Score [↑](#footnote-ref-9)