Assessment grid for checking the eligibility of candidates/tenderers (local procedures)

giz Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH

CONFIDENTIAL

CandidateTenderer 1-5 of 0

1	Commission manager		Project title	**Cooperation on peace, security and responsible resource governance in the Gr**		Processing number:	**G-012144-001**		
2	Commercial assessor								
3	Technical assessor		Service tendered:	**Translation and Editing services**		Transaction number:			
4									
5				**Candidate/tenderer 1**	**Candidate/tenderer 2**	**Candidate/tenderer 3**	**Candidate/tenderer 4**	**Candidate/tenderer 5**	
6	**A. General information (all procedures)**								
7	**I. Commercial eligibility assessment**		**(if 'yes' in all instances, the tenderer is eligible)**	**Yes / No**	**Yes / No**	**Yes / No**	**Yes / No**	**Yes / No**	
8	General administrative and/or legal documents (Company registration certificate , tax clearence certificate, VAT registration certificate)								
9	No compulsory grounds for exclusion according to self-declaration (If this is the case, enter 'yes'. If there are compulsory grounds for exclusion, enter 'no' and the tender is ineligible)								
10	No optional grounds for exclusion according to self-declaration (If this is the case, enter 'yes'. If there are optional grounds for exclusion, enter 'no' and the tender is ineligible)								
12	Information: Evidence of incorporation								
13	In case of candidate/tenderer consortium: Declaration by candidate/tenderer consortium								
14	Average annual turnover for the last three financial years (last-but-four financial year can be included in case of tenders held within six months of end of last financial year). If required: financial statements provided	At least:	50000000 RWF						
15	Average number of employees and managers for the past three calendar years	At least:	3 persons						
16	**Result**								
18	**II. Technical eligibility assessment**		**(if 'yes' in all instances, the tenderer is eligible)**	**Yes / No**	**Yes / No**	**Yes / No**	**Yes / No**	**Yes / No**	
19	The technical assessment is only based on reference projects with a minimum commission value of:		40000000 RWF						
20	At least	2	reference projects in the technical field	in providing graphic design, layout, and printing services					
21	and at least	2	reference projects	in Eastern Africa	In the last 36 months before the date of publication of this tender.				
22	**Result**								
24	**Overall result, commercial and technical**								

I hereby declare that I have filled out this assessment independently, to the best of my knowledge and in good faith.

For the technical assessment:

Date, full first and last names, function, OU

For the commercial assessment:

Date, full first and last names, function, OU