

Grid for the technical assessment of bids below the EU threshold (Local)

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|---|---|-----------------------------|---|---------------------|-------------------------|
| Officer responsible for the commission: | | Project: | Support the introduction of Citizen Feedback Models (CFMs) for identified municipal services in two pre-selected Georgian municipalities | Processing number: | 23.2128.9-001.00 |
| Assessor: | | Services put out to tender: | | Transaction number: | 83464443 |
| Version (Delete as appropriate): | Individual assessment/overall assessment | | | | Tenderers 1 to 5 of 10 |

| (1) Criterion | (2) Weighting in % | Enter tenderer 1 | | Enter tenderer 2 | | Enter tenderer 3 | | Enter tenderer 4 | | Enter tenderer 5 | |
|--------------------------|---|---------------------------|------------------------------|---------------------------|------------------------------|---------------------------|------------------------------|---------------------------|------------------------------|---------------------------|------------------------------|
| | | (3) Points (max.10) | (4) Assessment (2)x(3) |
| 1 | Assessment of technical-methodological design | | | | | | | | | | |
| 1.1 | Strategy | | | | | | | | | | |
| 1.1.1 | Technical proposal explains in details how the company plans the work and deliver the milestones listed in the Terms of Reference (ToR) document considering such aspects as compliance with the ToR, implementation methodology, timelines of actions included in the technical proposal | 20% | 0,0 | 0,0 | 0,0 | 0,0 | 0,0 | 0,0 | 0,0 | 0,0 | 0,0 |
| 1.1.2 | Presented work plan, including implementation schedule of number of work days per tasks to be performed by the potential contractor for completion of this assignment | 10% | 0,0 | 0,0 | 0,0 | 0,0 | 0,0 | 0,0 | 0,0 | 0,0 | 0,0 |
| Interim total 1.1 | | 30% | 0,0 | 0,0 | 0,0 | 0,0 | 0,0 | 0,0 | 0,0 | 0,0 | 0,0 |

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| | | (3) Points (max.10) | (4) Assessment (2)x(3) | |
| Total 1 | 30% | | 0,0 | |
| 2 | Assessment of proposed staff | | | | | | | | | | | |
| 2.1 | Expert 1 - Team Leader (in accordance with ToR provisions/criteria) | | | | | | | | | | | |
| 2.1.1 | - Qualifications | 4% | 0,0 | | 0,0 | | 0,0 | | 0,0 | | 0,0 | |
| 2.1.2 | - Language | 4% | 0,0 | | 0,0 | | 0,0 | | 0,0 | | 0,0 | |
| 2.1.3 | - General professional experience | 4% | 0,0 | | 0,0 | | 0,0 | | 0,0 | | 0,0 | |
| 2.1.4 | - Specific professional experience | 4% | 0,0 | | 0,0 | | 0,0 | | 0,0 | | 0,0 | |
| 2.1.5 | - Leadership/management experience | 4% | 0,0 | | 0,0 | | 0,0 | | 0,0 | | 0,0 | |
| Interim total 2.1 | 20% | | 0,0 | |
| 2.6 | Expert 2 (Citizen Feedback Management at the local level) | | | | | | | | | | | |
| 2.6.1 | - Qualifications | 4% | 0,0 | | 0,0 | | 0,0 | | 0,0 | | 0,0 | |
| 2.6.2 | - Language | 1% | 0,0 | | 0,0 | | 0,0 | | 0,0 | | 0,0 | |
| 2.6.3 | - General professional experience | 5% | 0,0 | | 0,0 | | 0,0 | | 0,0 | | 0,0 | |
| 2.6.4 | - Specific professional experience | 5% | 0,0 | | 0,0 | | 0,0 | | 0,0 | | 0,0 | |
| Interim total 2.6 | 15% | | 0,0 | |
| 2.11 | Assessment of proposed personnel for support staff (provided permissible under ToRs) | | | | | | | | | | | |
| 2.11.1 | Composition, qualification and sufficient assignment duration of the team in order to perform the tasks specified in the <u>schedule and personnel assignment plan</u> | 5% | 0,0 | | 0,0 | | 0,0 | | 0,0 | | 0,0 | |
| Interim total 2.11 | 5% | | 0,0 | |
| Total 2 | 40% | | 0,0 | |
| 3 | Experience of the company / organization | | | | | | | | | | | |
| 3.1 | The technical proposal provides evidence of the organization's capabilities and assignment-related experience in executing similar projects in the area of local self – government, municipal services, municipal service quality assessment, citizens' feedback/complaint management. | 30% | 10,0 | 300,0 | 10,0 | 300,0 | 10,0 | 300,0 | 10,0 | 300,0 | 10,0 | 300,0 |
| 3.2 | | | 10,0 | 0,0 | 10,0 | 0,0 | 10,0 | 0,0 | 10,0 | 0,0 | 10,0 | 0,0 |
| Total 3 | 30% | | 300,0 | |
| | Overall total 1 + 2 +3 | 100% | 300,0 | | 300,0 | | 300,0 | | 300,0 | | 300,0 | |
| | Assessment in % | | 30,00% | |
| | Ranking | | | | | | | | | | | |

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

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Date, name