



وزارة الأشغال  
Ministry of Works

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## Tender Evaluation (Criteria & requirements)

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# Tender Evaluation (Criteria & requirements)

## Tender Evaluation (Criteria and Requirement)

- As per Tender Board Decision No. 1 for 2010 concerning the criteria for the comparison of bids
- Divided into Financial and Technical Evaluation
- Percentage of Financial / Technical for different types of tender
  1. Services e.g. Consultancy Works – Financial 20% to 50%; Technical Evaluation 50% to 80%
  2. Construction Works – Financial 80% to 85%; Technical Evaluation 15% to 20%
  3. Maintenance Works – Financial 50% to 70%; Technical Evaluation 30% to 50%
- Only Tenderers who pass Technical Evaluation will be eligible for Financial Evaluation
- Awarding will be decided by either:
  1. To the tenderer who scores the highest total mark for Technical and Financial evaluation
    - a) Technical Evaluation will be carried out on all tenderers and marks will be given based on document submitted
    - b) The Financial Evaluation marks will be based on lowest price tenderer gets highest marks (20%/50% or 80%/85% or 50%/70% depending on type of tender); Marks for others are based proportionally upon the ratio of the lowest tender to their tender.
  2. To the lowest compliance tenderer (Tenderer who passed Technical Evaluation and submitted lowest price after arithmetic check)
- Tender Evaluation is in Part 2 of the Tender Document



## Sample Tender Evaluation & Award Mechanism

**PART 2**

**TENDER EVALUATION & AWARD MECHANISM**

**(Tender Evaluation Criteria)**

Tender Evaluation Criteria and Award Mechanism including supporting Documents

**TENDER EVALUATION CRITERIA**

All tenders for construction projects submitted will be evaluated in accordance with the following criteria:

**Table 1: Technical Evaluation**

Technical Evaluation shall be assessed under the following criteria:

Item	Evaluation Criteria	Maximum Marks
1	<p>Performance Appraisal of Tenderer by Clients – 3 Projects</p> <ul style="list-style-type: none"><li>a) Excellent: 90 – 100%, 3 marks</li><li>b) Very Good: 80 – 89%, 2 marks</li><li>c) Good: 70 – 79%, 1 marks</li><li>d) Satisfactory: 60 – 69%, 0.5 marks</li><li>e) Poor: 0 – 59%, ZERO</li></ul> <p>- For example:</p> <p>If the tenderer submitted one excellent project and two very good projects, the marks will be calculated proportionately as follows:</p> <p>1 excellent = 1 x 3 marks = 3 marks</p> <p>2 very good = 2 x 2 marks = 4 marks</p> <p>Total marks scored = (3 + 4) / 3 projects = 2.33 marks:</p> <p>- Note: The Marking for submissions not engrossed on Client’s letterhead will be reduced by 50%.</p>	3

Item	Evaluation Criteria	Maximum Marks
2	<p>Relevant Experienced in Similar Building Project Nature:</p> <p>a) Project completed <math>\geq 2</math>, 10 marks</p> <p>b) One (1) Project completed, 5 marks</p> <p>c) No projects completed, ZERO</p> <p>Note:</p> <p>1. Tenderers who fail to submit documentary evidence will get ZERO Mark</p>	10
3	<p>Total projects cost completed in Similar Building Project Nature:</p> <p>Total projects cost completed <math>\geq</math> BD 1,000,000, 10 marks</p> <p>Note:</p> <p>1. The marks for other amounts will be calculated proportionately</p> <p>2. Tenderers who fail to submit documentary evidence will get ZERO Mark.</p>	10

Item	Evaluation Criteria	Maximum Marks
4	<p>Qualification and Experience of key personnel proposed for the Projects:</p> <p>a) Project Manager:</p> <ul style="list-style-type: none"> <li>• Experience Years <math>\geq</math> 10 years, 25 mark</li> </ul> <p>Note - The mark for other number of years of experience will be calculated proportionately to the 10 years</p> <p>b) Civil Engineer:</p> <ul style="list-style-type: none"> <li>• Experience Years <math>\geq</math> 10 years, 25 mark</li> </ul> <p>Note - The mark for other number of years of experience will be calculated proportionately to the 10 years</p> <p>c) Mechanical Engineer:</p> <ul style="list-style-type: none"> <li>• Experience Years <math>\geq</math> 10 years, 25 mark</li> </ul> <p>Note - The mark for other number of years of experience will be calculated proportionately to the 10 years</p> <p>d) Electrical Engineer:</p> <ul style="list-style-type: none"> <li>• Experience Years <math>\geq</math> 10 years, 25 mark</li> </ul> <p>Note - The mark for other number of years of experience will be calculated proportionately to the 10 years</p> <p>e) Health &amp; Safety Engineer:</p> <ul style="list-style-type: none"> <li>• Experience Years <math>\geq</math> 10 years, 25 mark</li> </ul> <p>Note - The mark for other number of years of experience will be calculated proportionately to the 10 years</p> <ul style="list-style-type: none"> <li>- NOTE –</li> <li>- An average mark will be taken for all candidates.</li> <li>- “a” to “e”/5</li> <li>- Sub-contractors will be evaluated accordingly.</li> <li>- Copy of valid CRPEP License of each candidate must be submitted. Otherwise, any candidate without/ or having expired CRPEP License will be disqualified and automatically gets ZERO.</li> </ul>	25

Item	Evaluation Criteria	Maximum Marks
5	Tenderers to submit the company profile of proposed sub-contractor/s. The proposed sub-contractor/s should be pre-qualified by the Ministry (for Mechanical and Electrical Sub-Contractors) and should have an EWA Grade 1, 2 & 3 License (for Electrical Sub-Contractors).	10
6	<p>Methodology &amp; Approach (Method Statement, Programme):</p> <p>a) Method statement submitted, 10 marks</p> <p>b) No Method statement submitted, ZERO</p> <p>c) Comprehensive and logical Work Programme within Project's Duration, 10 marks</p> <p>d) No Work Programme submitted or deviated from Project's duration, ZERO</p>	20
7	<p>Financial Capability:</p> <p>a) 3 years Audited Financial Statement, 12 marks</p> <p>b) 2 years Audited Financial Statement, 6 marks</p> <p>c) 1 years Audited Financial Statement, 3 marks</p> <p>d) No Audited Financial Statement Submitted, ZERO</p>	12
8	<p>Company Structure, Organization and resources:</p> <p>a) Company organization chart with list of resources, 5 marks</p> <p>b) Company organization chart without list of resources, 3 marks</p> <p>c) No company organization chart submitted, ZERO</p>	5

Item	Evaluation Criteria	Maximum Marks
9	Quality and Safety Management (Policies, Systems, Accreditations): <ul style="list-style-type: none"><li>- Quality and Safety Policy – 1.5 marks</li><li>- Quality and Safety Systems – 1.5 marks</li><li>- Quality and Safety Accreditations – 2.0 marks</li><li>- No attachment, ZERO.</li></ul>	5
	Total	100

**Note:**

It should be noted that only those tenders that receive 50 marks for Technical Evaluation will be considered for Financial Evaluation.

Only Prequalified Contractors, with Prequalification License under the category mentioned in the Tender Advertisement, on the Tender issue date are considered in Full Compliance. As such, any Tender submitted with an expired Pre-qualification License on the date this tender was issued is deemed as a non-compliant bid and shall not be included in the Technical Evaluation.

The bidders who fully comply with the above Technical Evaluation criteria will be considered for Financial Evaluation.

**Financial Evaluation**

Financial evaluation shall be rendered over Technically Qualified Tenders; **i.e. Tenders who pass the Technical Evaluation.**

Financial proposals shall be evaluated as to completeness of tender submissions and compliance to tender requirements.

After evaluation of financial proposals and arithmetical review, **the lowest compliant tender** will generally be awarded the tender.

**As per Tender Board Circular No. 2, 2019**

As per the Cabinet Edicts Nos. (6-2416) of 2017 and (4-2516) of 2019, registered SME's will be offered a preference of 10% in tenders and auctions related to service utilities inside purchasing authority premises. In case there is another applicable preference percentage the higher of them will be offered to SME's.

SME's must, however submit SME's certificate along with the bid to be eligible for this preference.

Tenderer Has to Attach All The Supporting Documents of the Technical Evaluation In The Following Appendices