

MINISTRY OF JUSTICE

PROCUREMENT OF GOODS EVALUATION CRITERIA AND WEIGHTINGS

PROCURING ENTITY:	MINISTRY OF JUSTICE
PROJECT NAME:	ICT EQUIPMENT PUBLIC BUILDING WEST [COURT OF APPEAL]
PROJECT IDENTIFICATION #:	MOJ/PBWCOAICTE/2018/9

Bids will be assessed and evaluated against the agreed evaluation criteria and given a score combining both qualitative and quantitative aspects.

Serial	Evaluation Criteria	Weighting	Awarded
Mandatory Requirements			
1	Valid National Contract Commission (NCC) Certificate	Yes/No	
2	Valid Tax Compliance Certificate (TCC)	Yes/No	
Administrative Requirements [Minimum Passing Score – 25; Weighting - 35/100]			
3	Warranty <ul style="list-style-type: none"> • 1 year – 10 points • Over 1 year – 15 points • No warranty/under 1 year – 0 points 	15	
4	Timeframe for delivery <ul style="list-style-type: none"> • 1-2 Weeks – 20 points • 3-4 Weeks – 15 points • Over 4 weeks – 0 points 	20	
Technical/ Non-Technical Requirements [Minimum Passing Score – 15; Weighting - 25/100]			
5	Specifications <ul style="list-style-type: none"> • Exceed requirement(s) – 25 points • Meet full requirement(s) – 20 points • Meet 90% of requirements – 15 points • Under 90% of requirements – 0 points 	25	
Financial Requirements [Minimum Passing Score – 25; Weighting - 40/100]			
	The Lower Proposal Price will be assigned the full 40 points . The number of points for the other proposal under consideration is calculated as follows: <ul style="list-style-type: none"> • P = CLP/CPC x 35 <ul style="list-style-type: none"> ○ P = No. of points for the proposal under consideration ○ CLP = Cost of the Lower Proposal ○ CPC = Cost of Proposal under Consideration 	40	
TOTAL		100	

NB:-

The final evaluation score for each bidder will be computed using a total weighting of 100 points (see above weighting of each individual component).

The minimum overall score that will be acceptable in terms of further consideration of that bidder is 65 points.

Recommendations for award will not necessarily be made to the lowest-priced bid but in respect of the best overall tender.