

## Technical Evaluation Criteria (TEC)

### Notes to Bidders:

1. This Appendix is for information only, do NOT complete.
2. Ensure that you address each of the criterion listed in your Proposal to maximize your score.
3. The Technical Bid Proposal has a weightage of 80% and the Financial Bid Proposal a weightage of 20%.
4. Bidders must pass/meet the specified minimum technical score to be considered as technically compliant and qualify for the Financial Evaluation.
5. For transparency, the criteria for the Financial Evaluation are included for reference only.

## I. Mandatory Requirements

Any proposals that fail to comply with the mandatory requirements will be disqualified from further consideration.

Item	Criteria	Mandatory Requirements	Pass/Fail
<b>1.0 Eligibility and Legal Existence</b>			
1.1 Eligibility	Constituted in ADB Member Country.	Have the nationality on an eligible country in accordance with the List of ADB Eligible Member Countries. A bidder shall be deemed to have the nationality of a Member Country if it is constituted, or incorporated, and operates in conformity with the provisions of the laws of that country.	
1.2 Sanctions	Not listed in ADB's Anticorruption Sanction List.	Have not been sanctioned nor be ineligible to enter transactions with ADB or any other multilateral development bank or institution.	
<b>2.0 Financial Position</b>			
2.1 Financial	Financial and credit position	Financial report demonstrating capacity to fulfil the requirements of the scope. Evidence provided to demonstrate minimum USD 50,000 equivalent either in liquidity and/or bank-certified credit line.	

## II. Technical Evaluation Criteria

Item	Criteria	Requirements	Maximum Score
<b>3.0 Methodology and Workplan</b>			<b>(10 pts)</b>
3.1	Methodology and Workplan	a. Submit proposed methodology of works, organisational chart, and project schedule. b. Demonstrated capability for similar works in accordance with the Work Performance Statement for Data Room and Video Conferencing Room.	10
<b>4.0 Data Room</b>			<b>(20 pts)</b>
4.1	Architectural and Civil Works	Demonstrated capability to design and implement the architectural and civil works.	5
4.2	Electrical Works	Demonstrated capability to design and implement the electrical works.	5

Item	Criteria	Requirements	Maximum Score
4.3	Mechanical Works	Demonstrated capability to design and implement the mechanical works.	5
4.4	IT Works	Demonstrated capability to design and implement the IT works.	5
<b>5.0 Video Conferencing Room</b>			<b>(15 pts)</b>
5.1	Interior Fitout Works	Demonstrated capability to design and implement the interior fitout works.	10
5.2	Audio Visual Works	Demonstrated capability to design and implement the audio visual works.	5

Item	Criteria	Requirements	Maximum Score
<b>6.0 Staff Qualifications and Competence</b>			<b>(15 pts)</b>
6.1	Project Manager	a. Project Manager with relevant experience similar to the ADB Data Room and Video Conferencing Room modernisation project. b. Minimum intermediate level of English (both written and verbal).	5
6.2	Electrical Engineer	A professional Electrical Engineer with relevant experience, planning, design, modifications, and cost estimation of the Mechanical/Electrical services for commercial buildings.	5
6.3	Construction Foreman	Construction Foreman with relevant experience similar to the ADB Data Room and Video Conferencing Room modernisation project.	5

Technical proposals that score at least 70% of the Technical Maximum (42 out of 60 points) will be considered as qualified for the review of financial proposal. Any proposal less than that will be disqualified from proceeding to the next step.

### III. Financial Evaluation Criteria

The lowest evaluated Financial Proposal ( $F_m$ ) is given the maximum financial score ( $S_f$ ) of 100. The formula for determining the financial scores ( $S_f$ ) of all other Proposals is calculated as following:

$S_f = 100 \times F_m / F$ , in which “ $S_f$ ” is the financial score based on the average of proposed rates for experts, “ $F_m$ ” is the lowest price, and “ $F$ ” is the price of the proposal under consideration.

### IV. Consolidated Evaluation

The weights given to the Technical (T) and Financial (P) Proposals are:

$T = 0.80$ , and  $P = 0.20$

Proposals will be ranked according to their combined technical ( $S_t$ ) and financial ( $S_f$ ) scores using the weights

( $T$  = the weight given to the Technical Proposal;  $P$  = the weight given to the Financial Proposal;  $T + P = 1$ ) as following:

$S = S_t \times T\% + S_f \times P\%$ .

The firm achieving the highest combined technical and financial score will be invited for negotiations.