

ANNEX 6: AWARD CRITERIA FOR INDIVIDUAL SPECIFIC CONTRACTS

Only admissible offers will be evaluated. The criteria of admissibility of the offers are the following:

- the deadline for the submission of offers has been respected
- when appropriate, the maximum budget has been respected

Taking into account the use of Multiple Framework Contracts with reopening competition, the following award criteria are set to determine the best value for money tender to which the specific contract will be awarded.

The Commission services responsible for the specific contracts may break down the criteria defined below into sub-criteria adapted to the particular features of the contract.

Quality criteria

QC.1, max 80 points: - Proposed methodology and tools and understanding of the services to be performed.

- Numbers of countries covered by the tasks required for the specific contract

QC.2, max 20 points: Approach proposed for the management of the work

Tenders which do not obtain at least 50% of the maximum score for each award criteria and at least 70% of the overall score for all criteria, will not be admitted to the next stage of the evaluation procedure.

Financial criteria

Each tender will be assessed in terms of the total price offered. The evaluation of price for the award of each specific contract will be on the basis of the global price, calculated on the basis of the unit prices broken down by the staff categories and already fixed in the Framework Contract.

The scores for the financial criterion will be calculated according to the following formula:

Bid with the lowest price and with sufficient score for the technical part (according to the minimum thresholds set above) receives 100 points. The others are awarded points using the following formula:

Points = (price of the lowest bid / price of the bid in question) X 100.

Contract award

The contract will be awarded to the best value for money tender. This will be determined on the basis of the price and the quality of the tender by weighing technical quality against price on a 40/60 basis. This is done by multiplying:

- the scores awarded for the technical quality by 0.40
- the scores awarded for the financial bid by 0.60

The technical and financial scores multiplied by the weighing factors are then added together, and the contracts are awarded to the most economically advantageous bid.