**Simplified Tender Procedure for MANAGEMENT THE LOGISTICS OF EVENTS**

**Ref: CB005.2.12.079& CB005.2.23.022/2**

**LOT 1: CB005.2.12.079**

**LOT 2: CB005.2.23.022**

|  |  |
| --- | --- |
|  | **Maximum** |
| **Organisation and methodology** |  |
|  |  |
| **Rationale** | **30** |
| *Degree of understanding of the Terms of Reference’s requirements (in particular its objectives and expected results)* | *10* |
| *Degree of understanding of the contract nature and tasks (description of the contract relevant background information)* | *10* |
| *Explanation of the risks and assumptions affecting the execution of the contract* | *10* |
| **Strategy** | **40** |
| *Outline of the project organization approach proposed for contract implementation.* | *15* |
| *Outline of the methodological approach proposed for contract implementation* | *10* |
| *Description of tasks for achievement of the contract objectives* | *15* |
| **Back-up function** | **10** |
| *Description of the support facilities (back-stopping) that the contractor will provide during execution of the contract including the available non-key experts and personell to be mobilezed for the implementation of the contract.* | 10 |
| **Timetable of activities** | **20** |
| *Timetable of the activities, including timing, sequence and duration of the proposed tasks* | *10* |
| *Identification and timing of major milestones in executing the contract.* | *10* |
| **Overall total score** | **100** |

|  |  |
| --- | --- |
| **Strengths** |  |
| **Weaknesses** |  |

NB: Only tenders with average scores of at least 75 points qualify for the financial evaluation