

Technical Evaluation and Qualification Criteria for Enquiry No:\_\_\_\_\_

Provision of electronic searches and the return of elctronic information via the internet on various Government databases

| Requirements  |   | Weight |          | Score |          | Score |          | Score |          | Score |
|---|---|--------|----------|-------|----------|-------|----------|-------|----------|-------|
| COMPANY PROFILE (AND JOINT VENTURE PROFILE IF APPLICABLE)   | Established association/company:-<br>Proof of Company registration = 2 no proof =0  | 30%    |          | 0%    |          | 0%    |          | 0%    |          | 0%    |
|   | Company's quantitative & practical previous experience in the delivery of e-information services:- Contactable written references of previous experience to be supplied:- Favourable years of relevant experience > 4 years=2; 2-4 years =1; <2 years=0 | 70%    |          | 0%    |          | 0%    |          | 0%    |          | 0%    |
|   | WEIGHTED AVERAGE  | 100%   | NOT MEET | 0%    | NOT MEET | 0%    | NOT MEET | 0%    | NOT MEET | 0%    |
| QUALITY OF REPORTING<br>(Examples of returned data on searches to be submitted with tender)   | Format of returned information:<br>Well structured and easy to interpret = 2<br>Not so well structured and easy to interpret but acceptable = 1<br>Not acceptable = 0   | 100%   |          | 0%    |          | 0%    |          | 0%    |          | 0%    |
|   | N/A   | 0%     |          | 0%    |          | 0%    |          | 0%    |          | 0%    |
|   | WEIGHTED AVERAGE  | 100%   | NOT MEET | 0%    | NOT MEET | 0%    | NOT MEET | 0%    | NOT MEET | 0%    |
| METHOD STATEMENT (Response times to search requests on the different searches and on e-copies of documents to be submitted with tender) | Turn-around time in delivering electronic information:<br>Real time immediate delivery within web session = 2<br>Delayed delivery within 8 working hours = 1<br>Delayed delivery > 8 working hours = 0  | 70%    |          | 0%    |          | 0%    |          | 0%    |          | 0%    |
|   | Turn-around time in delivering e-document copies:<br>Delivery within 24 hours = 2<br>Delivery within 48 working hours = 1<br>Delivery > 48 working hours = 0  | 30%    |          | 0%    |          | 0%    |          | 0%    |          | 0%    |
|   | N/A   | 0%     |          | 0%    |          | 0%    |          | 0%    |          | 0%    |
|   | WEIGHTED AVERAGE  | 100%   | NOT MEET | 0%    | NOT MEET | 0%    | NOT MEET | 0%    | NOT MEET | 0%    |
| Final Analysis  |   |        |          |       |          |       |          |       |          |       |
| COMPANY PROFILE   |   | 25%    | 0.0%     |       | 0.0%     |       | 0.0%     |       | 0.0%     |       |
| QUALITY OF REPORTING  |   | 50%    | 0.0%     |       | 0.0%     |       | 0.0%     |       | 0.0%     |       |
| METHOD STATEMENT  |   | 25%    | 0.0%     |       | 0.0%     |       | 0.0%     |       | 0.0%     |       |
| TOTAL   |   | 100%   | 0.0%     |       | 0.0%     |       | 0.0%     |       | 0.0%     |       |
| RECOMMENDED   |   |        |          |       |          |       |          |       |          |       |
| NOT RECOMMENDED   |   |        |          |       |          |       |          |       |          |       |
| RE-EVALUATE   |   |        |          |       |          |       |          |       |          |       |
| MINIMUM THRESHOLD 60%   |   |        |          |       |          |       |          |       |          |       |
| GENERAL COMMENTS  |   |        |          |       |          |       |          |       |          |       |

COMPILED BY:  
  
Contract Manager/ Senior Advisor

AUTHORISED BY:  
  
End User/Middle Manager

DATE: