|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Factor** | **Weight** | **Sub-factor** | **Score** | **Technical team recommendations** |
| **1** | **Qualifications of the Key Individual** | **30%** | **National Certificate** | **10%** |  |
| **National Diploma** | **25%** |  |
| **Bachelor’s Degree** | **30%** |  |
|  |  |  |
| **2** | **Previous Experience of the Key individual** | **30%** | **>10 years**  | **30%** |  |
| **>5 years**  | **20%** |  |
| **>1 years**  | **17.5%** |  |
|  |  |  |
| **3** | **Membership of The Institute of Loss Adjusters of Southern Africa** | **20%** | **Registered**  | **20%** |  |
| **Not Registered**  | **0%** |  |
| **4** | **References - Provide contactable references applicable to the project for the Key individual (The reference letter should be in the company’s letter head and should have the contact person, telephone number, fax number and email address)** | **20%** | **3 references**  | **15%** |  |
|  |  |  | **2 references** | **10%** |  |
|  |  |  | **1 reference** | **5%** |  |

Pass Threshold:70%

Date:27.08.2025

Signature: