

Acceptance Criteria

Laboratory Personnel: _____

Date: _____

Signature: _____

During adjudication the checks on Table below shall be used. Each evaluation criteria weighs 5 points, and a product/service shall not be accepted if a score of less than 75% is achieved during product/service evaluation.

Vendor's performance criteria	1	2	3	4	5	N/A
Timelines of deliveries						
Quality of parts/product/material/service						
Evidence of supplying parts/product/material/service						
Quantity of parts/product/material						
Competitiveness of price						
Shelf life						
Packaging						
Compliance to specification						
Responsiveness to emails/calls/messages						
General specification compliance						
After purchase support (Training/repair consult)						

Operational Manual and troubleshoot Manual						
Warranty						
Accreditation certificate						
Metrological traceability						
Calibration certificate						
Technical requirements						
Total Score	75					