



EMBASSY OF SWEDEN

Appendix D

Kampala

Call-off Inquiry Renewed Competitive Tendering

Contracting authority:	Embassy of Sweden in Kampala 24 Lumumba Avenue, Nakasero P.O Box 22669 Kampala, Uganda
Reference number:	UM2024/18840/KAMP
Contribution name:	
Contribution number:	
Contact person:	Name of the responsible program officer/buyer
Call-off within the framework agreement:	Specify which framework agreement service area the call-off inquiry will be in
Last date to submit a call-off response:	State the last date to submit a call-off response (time frames are often specified in each framework agreement)
Send the call-off response:	State e-mail or address
Evaluation method	The economically most advantageous tender

General information

Type here

Specification of the assignment/Service

Type here

Time-plan

Type here

Evaluation of call-off responses

Type here

[Type here]

The call-off response shall include following:

1. Suggested personnel for the assignment, and short explanation of suggested persons suitability for the assignment
2. Short description of how the assignment will be designed and implemented (Method);
3. Time-plan and costs for the assignment.

Sida will use the following criteria for choosing the best proposal.

Evaluation criteria for this call-off are:

Criteria		Max point/criteria
1.	Team-leaders suitability	25
2.	Other personnel's suitability	15
3.	Appropriate method	15
4.	Organisation of the assignment	10
5.	Appropriate Time-plan	5
Total max point technical criteria		70

The scale of grades that will be used when assessing the criteria (except price evaluation) are:

The number of points that can be awarded under each of the technical evaluation criteria. For example, if a maximum of 20 points can be awarded for a given criterion, "Good" will mean $0.8 \times 20 = 16$ points. (In the evaluation, the levels (in %) will have fixed values, which means that there will be no intermediate values).	Poor ¹	0 %
	Not entirely satisfactory ²	40 %
	Satisfactory ³	60 %
	Good ⁴	80 %
	Very Good ⁵	100 %
Minimum score to proceed to price-evaluation	The call-off response must achieve a minimum of <45> points as a condition for further price evaluation	

¹ Not addressed or not sufficient

² Sufficient in some respects but not as a whole

³ Sufficient but lacks substantial advantages or has uneven quality

⁴ Adequate and well suited to the purpose

⁵ Gives added value and shows high quality on the whole

[Type here]

1. Price-Evaluation

Price will be assessed according to the following model:

The call-off response that submitted the lowest call-off price achieves maximal price points. The other call-off responses achieve points according to percentage difference between the individual call-off price and call-off with the lowest price.

Price point = (Lowest call-off price / Individual call-off price) * Max point price criterion

Criterion		Max point/criterion
6.	Cost of the assignment	30
	Total max point price criterion	30

2. Decision regarding contract award

All consultants that have submitted a call-off response will be informed of the decision regarding the contract awarded by email.

Enclosure 1: Terms of reference