

Assessment grid for checking the eligibility of candidates/tenderers (all procedures)

1	Officer responsible for the commission		Project title	Proof-reading, Editing, and Design & Layout for communication products	Processing number:	20.9087.6-001.00
2	Commercial assessor		Service tendered:		Transaction number:	83422962
3	Technical assessor					
4						
5						
				Candidate/tenderer 1	Candidate/tenderer 2	Candidate/tenderer 3
				Candidate/tenderer 4	Candidate/tenderer 5	
6	A. General information (all procedures)					
7	I. Commercial eligibility assessment					
11	Information: Evidence of commercial register entry					
12	In case of candidate/tenderer consortium: Declaration by candidate/tenderer consortium					
13	Average annual turnover for the last three financial years (last-but-four financial year can be included in case of tenders held within six months of end of last financial year).	At least:	200000	EUR		
14	Average number of employees and managers for the past three calendar years	At least:	5	persons		
15	Result					
16						
17	II. Technical eligibility assessment					
18	The technical assessment is only based on reference projects with a minimum commission value of:		30000	EUR		
19	At least	5	reference projects in the technical	climate change sector		
20	and at least	5	reference projects in Southern Africa	in the last 3 years.		
21	Result					
22						
23	Overall result, commercial and technical					

I hereby declare that I have filled out this assessment independently, to the best of my knowledge and in good faith.

For the technical assessment:

Date, full first and last names, function, OU

For the commercial assessment:

Date, full first and last names, function, OU