

## QUALIFICATION REQUIREMENTS AND EVALUATION CRITERIA

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### **ADMINISTRATIVE QUALIFICATION REQUIREMENTS**

#### **1.0 OPERATIONAL**

##### **Certificate of Incorporation (mandatory)**

The Bidder must be registered as a legal entity authorized to enter into contracts for provision of services and goods. The Bidder must provide a certified copy of their Certificate of Incorporation or other documents setting forth the legal basis of the company.

##### **Internationally Recognized Quality Standards (not mandatory)**

The Bidder should indicate any established Quality System/Standards certified by an internationally recognized body, i.e. ISO 9001, ISO 14001 etc. If yes, certificates will have to be provided.

#### **2.0 ELIGIBILITY**

##### **Statement of Confirmation incl. compliance with UNIDO Policy on Exclusion from Funding (mandatory)**

The Bidder must comply with the statements listed in the Statement of Confirmation document provided on the last page of the Instructions for the Preparation and Submission of Proposals.

#### **3.0 EXPERIENCE**

##### **Years in Business (mandatory)**

The Bidder must prove to be in operation for an uninterrupted period of at least five (5) years immediately prior to the submission of their proposal.

#### **4.0 FINANCIAL**

##### **Required Financial Information (mandatory)**

The Bidder should provide a certified copy of their Financial Statements for the last three (3) years of business as well as a certified copy of UNIDO Financial Statement and Certification form. In addition, information regarding all claims, arbitration and other pending legal action shall be also provided.

##### **Financial Qualification Requirements (mandatory)**

The following basic commercial qualification requirements shall be met by the Bidder (in case of associated group of organizations/sub-contractors the following technical evaluation criteria may be applied to the totality of its members).

##### **Profitability**

Profit Margin Ratio should be positive and preferably in excess of 1%.

##### **Solvency Ratio**

A solvency ratio (ratio of current assets to current liabilities) should be of more than 1.

##### **Turnover**

The average turnover for the past three (3) years should be above 1-1.5 million USD.

### **TECHNICAL EVALUATION CRITERIA**

The technical evaluation criteria shall be applied to offers received and in case of an associated group of organizations, whose intent shall be supported by a letter of intent signed by all members and indicating the representative/leader both during the bidding process and the execution of the Contract, said criteria are applied to the totality of its members.

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The proposed insulating oil regeneration plant (Lot 1) and the two insulating oil filtration/dehydration plants (Lot 2) will be evaluated according to the criteria given below:

<b>Criteria</b>	<b>Sub-items of criteria for evaluation</b>	<b>Max score</b>	<b>Lot 1: One (1) Oil Regeneration System</b>	<b>Lot 2: Two (2) Oil Dehydration Systems</b>
<b>Quality of the proposed Technology</b>	<ul style="list-style-type: none"> <li>- Conformity to BAT/BEP requirements and relevant international standards.</li> <li>- Successful track record of commercial operation</li> <li>- Efficiency to remove water and other impurities from oil</li> <li>- Completeness and quality of technical specifications</li> </ul>	15		
<b>Vendor's Technical expertise and past experience</b>	<ul style="list-style-type: none"> <li>- Technical expertise and experience to operate the proposed technology to treat used transformer insulating oil.</li> <li>- Experience in implementation of similar projects in at least 2 countries</li> </ul>	15		
<b>Efficiency of the proposed Technology Life-cycle management</b>	<ul style="list-style-type: none"> <li>- Ability to minimize production of non-reusable byproduct</li> <li>- Energy efficiency of the entire process</li> </ul>	20		
<b>Operation</b>	<ul style="list-style-type: none"> <li>- Experience and competency of the offered technical team</li> </ul>	15		
<b>Environmental sustainability of the proposed Technology</b>	<ul style="list-style-type: none"> <li>- Environmental performance of the technology</li> <li>- Air emissions: Quantity and type of chemicals</li> <li>- Hazards characteristics of used chemicals and byproducts</li> <li>- Potential environmental risks (fire, leakage, explosion, etc.)</li> <li>- Restoration of temporary storage sites set up in previous projects.</li> </ul>	15		
<b>Proposed Technology safety and Worker's health</b>	<ul style="list-style-type: none"> <li>- Potential exposure of workers to oil vapors and toxic chemicals</li> <li>- Operating pressure and temperature</li> <li>- Contractor's system/plant health and safety record.</li> </ul>	10		
<b>Contractor's Warranty terms</b>	<ul style="list-style-type: none"> <li>- Warranty offered with regard to services and liabilities,</li> </ul>	10		

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	particularly for the shipping and servicing of similar plants			
<b>Total</b>		<b>100</b>		

Each offered Lot MUST obtain a **minimum of 70 points** to pass the technical evaluation and the corresponding commercial offer to be considered for commercial evaluation.

**COMMERCIAL EVALUATION CRITERIA**Total price by Lot

Total sum of prices by Lot as per cost breakdown required in Appendix 3.b (Commercial Offer Forms) of the RFP documents.

Agreement to the UNIDO contractual terms and conditions

- Agreement to the UNIDO contractual terms and conditions
- Acceptance of UNIDO's Model Contract and General Conditions of Contract incl. payment terms