

## Section II: Evaluation Criteria

UNOPS's evaluation of a bid shall take into account, in addition to the Bid Price quoted, the following evaluation criteria.

**Eligibility and Formal Criteria** – evaluated on Pass/Fail basis and checked during Preliminary Examination

Criteria	Documents to establish compliance with the criteria
1. Bidder is eligible as defined in the document Section I: Instructions to Bidders, Article 4	<ul style="list-style-type: none"> <li>• Questionnaire in eSourcing</li> <li>• Form A: Joint Venture Partner Information Form, all documents as required in the Form, in the event that the Bid is submitted by a Joint Venture.</li> <li>• Form B: Bid Submission Form</li> </ul>
2. Completeness of the Bid. All required Questionnaires, Returnable Bidding Forms and other documentation requested under the Document Checklist section have been provided and are complete	<ul style="list-style-type: none"> <li>• All documentation as requested under Instructions to Bidders Article 10, Documents Comprising the Bids</li> <li>• Documents listed in Checklist in eSourcing</li> </ul>
3. Bidder accepts UNOPS General Conditions of Contract as specified in Section IV: Contract Forms, and has no objection in this regard	<ul style="list-style-type: none"> <li>• Form B: Bid Submission Form</li> </ul>

**Qualification criteria** – evaluated on Pass/Fail basis

Criteria	Documents to establish compliance with the criteria
1. Financial capability. Audited Financial Statements for the past two (2) years. The bidder must have an average annual turnover for the last 2 years of at least half of the total financial offer. In the case of a joint venture, the offer must include the financial statements for all members. For evaluation, the accumulated annual turnover of all members shall be used.	<ul style="list-style-type: none"> <li>• Copy of audited financial statements for the last two years</li> </ul>
2. Bidder should be in continuous business of manufacturing / supplying products similar to those specified in Section III: Schedule of Requirements during at least the last three years prior to bid opening.	<ul style="list-style-type: none"> <li>• Certification of incorporation of the Bidder</li> <li>• Form F: Bidder Experience Form</li> </ul>
3. The Bidder shall demonstrate specific experience of at least five (5) contracts in the supply of products similar to those specified in Section III: Schedule of Requirements during the last three (3) years. At least two (2) must be for Countries in Sub-Saharan Africa.	<ul style="list-style-type: none"> <li>• Form F: Bidder Experience Form</li> <li>• Evidence of past contracts</li> </ul>

<p>4. A Bidder which does not manufacture the goods it offers to supply shall submit the Manufacturer's Authorization for each offered item using the Form E included in Section IV: Returnable Bidding Forms to demonstrate that it has been duly authorized by the manufacturers of the goods to supply these goods in the country of destination.</p>	<ul style="list-style-type: none"> <li>• Form E: Manufacturer's Authorization Form, if bidder is not manufacturer</li> </ul>
<p>5. Gender Equality. The bidder shall provide a declaration of its commitment to ensuring equal opportunity, diversity, and inclusion within their organisation.</p>	<ul style="list-style-type: none"> <li>• Form H: Supplier Commitment to Gender Equality and Diversity Form</li> </ul>

### **Technical criteria**

<b>Criteria</b>	<b>Documents to establish compliance with the criteria</b>
<p>1. Goods/services offered in the bid are substantially compliant and do not contain any material deviation(s) from the minimum required as included in Section III: Schedule of Requirements.* *An offer will be considered compliant if all the items included in the lot are compliant.</p>	<ul style="list-style-type: none"> <li>• Form D: Technical Bid Form</li> <li>• Comparative Data Tables</li> <li>• Product catalogue, brochure and/or technical data sheet</li> <li>• Product user manual</li> <li>• Certificate of free sale (For items which "Post sales requirements" document includes the requirement)</li> <li>• Marketing authorization or local health registration (For items which "Post sales requirements" document includes the requirement)</li> <li>• Marketing authorization or recognition from regulatory agencies (For items which "Post sales requirements" document includes the requirement)</li> <li>• Quality management system (QMS) Certificate</li> <li>• Environmental management system</li> <li>• Specific certifications</li> <li>• Catalog of parts, accessories, spare parts, consumables</li> <li>• Unpacking, assembling and start-up instructions</li> <li>• List of Requirements}Packaging conditions (list of planned packaging)</li> <li>• Annexes 6 OTS-15, OTS-16, OTS-21, OTS-22, OTS-24, OTS-25, OTS-26, OTS-30, OTS-31, OTS-32, OTS-34, OTS-37, OTS-38)</li> <li>• Annex C2</li> </ul>
<p>2. Grouping and packaging of the goods/services offered in the bid is substantially compliant and do not contain any material deviation(s) from the minimum</p>	<ul style="list-style-type: none"> <li>• Form D: Technical Bid Form</li> <li>• Detailed list of intended packaging</li> </ul>

<p>required as included in Section III: Schedule of Requirements.</p>	
<p>3. The bid's Delivery Requirements (including Incoterms rule) are substantially compliant and do not contain any material deviation(s) from those stipulated in Section III: Schedule of Requirements.</p>	<ul style="list-style-type: none"> <li>● Form D: Technical Bid Form</li> <li>● Form C: Price Schedule Form</li> </ul>
<p>4. The Bidder declares its commitment to sustainability.</p>	<ul style="list-style-type: none"> <li>● Form I: Declaration on Commitment to Sustainability</li> </ul>