**Appendix A - Extended Evaluation Grid**

**(for selection and award criteria)**

Contract Title: **Testing and quality assurance services for EMSA maritime applications**

Reference number of procedure: **EMSA/OP/11/2016**

Date:

Tenderer Name:

1

The tenderers are requested to indicate where the information requested in 14.5.2 a) of the tender specification is presented in their offer by filling the table below.

|  |  |  |
| --- | --- | --- |
|  | **Information provided in the Bid?**  **(Yes/No)** | **Described in bid section number** |
| **14.5 Technical and professional capacity – Selection criteria** | | |
| An overview of the company departments mentioning the currently allocated number of staff and levels; |  |  |
| Description of the relationship of this company and those of the group if relevant |  |  |
| Description of the tools employed; |  |  |
| Description of the Quality Assurance procedures including any standard, best practices that the company follows (e.g. ISO 9001, CMMI, ECSS, PMP, PRINCE, ITIL) |  |  |

Table 2 – Contract Information

The tenderers are requested to present the information requested in 14.5.2. b) of the tender specification in the table below.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Contract number or reference** | **Start and finish date;** | **Duration** | **Client name** | **Contact person at client site and contact details** | **Volume in Euros** | **Short description of the services covered by this contract** |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

3

The tenderers are requested to present the information requested in 14.5.2. c) of the tender specification in the table below.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name** | **Profile (project manager, senior developer, etc.)** | **Years of**  **Experience in relevant projects** | **Short Description of Most relevant projects including: Customer, contract value, dates, description of the system and functions** | | |
|  |  |  | Project 1 | Project 2 | Project 3 |
|  |  |  |  |  |  |

4

The tenderers are requested to indicate where the information requested in the Quality criterion 2 of the tender specification is presented in their offer by filling the table below.

|  |  |  |
| --- | --- | --- |
|  | **Information provided in the Bid?**  **(Yes/No)** | **Described in bid section number** |
| Explain the approach, methodologies, techniques and tools used to deliver successfully the services requested in 2.3 - Description of type of services/activities to be performed with high quality. The services are namely: |  |  |
| Functional tests |  |  |
| Operational Readiness, Fault-tolerance and Stress, Load and Soak Testing |  |  |
| Performance Analysis |  |  |
| Capacity Planning |  |  |
| Application Security Assessments |  |  |
| Source Code quality assurance |  |  |
| Integration testing |  |  |
| Relevant and detailed information about the approach, methodologies and techniques to implement and maintain testing items. |  |  |
| Tenderers shall address in their bids how they minimize maintenance effort, how they plan to keep those items updated and tools used for that purpose. |  |  |
| EMSA implemented a subset of the Information Technology Infrastructure Library (ITIL) practices. For all the required services listed above, the bidder shall have to demonstrate experience and understanding of the impact of ITIL recommendations in the service provided. |  |  |
| Demonstrate understanding of EMSA maritime applications, including the associated infrastructure, products and technologies and describing the capability of providing the requested services. |  |  |
| Demonstrate understanding of the requirements applicable to the different deliverables and outline the contents. |  |  |
| Demonstrate understanding of the requirements applicable to the different deliverables and outline the contents. |  |  |

5

The tenderers are requested to indicate where the information requested in Quality criterion 3 of the tender specification is presented in their offer by filling the table below.

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Information provided in the Bid?**  **(Yes/No)** | **Described in bid section number** | |
| For each scenario the tenderers shall provide within their bids information on how they would address such a project, addressing as a minimum the following points: | N/A | N/A | |
| **For scenario 1** | | |
|  |  |  | |
| Project Plan; |  |  | |
| Used methodologies and description of the proposed tasks; |  |  | |
| Description of the means, tools/frameworks planned to be used for testing, including specific hardware needed to execute the tests and software simulators if to be used; |  |  | |
| The cost of the testing tools license, if applicable; |  |  | |
| Project team, define the responsibility of each team member, skills used and tasks assignments; |  |  | |
| Provision of templates for the key deliverables (e.g. test report, final report, etc); |  |  | |
| Propose a test plan with the most relevant tests; |  |  | |
| If the proposed solution includes automated tests, it should be described the complexity of maintaining the automated tests compatible with the new software release; |  |  | |
| Estimated value for the scenario; |  |  | |
| Estimated effort by filling in the table below (total and per profile); |  |  | |
| The tenderer should envisage that it would have to plan and execute the necessary tests in the different environments, typically in test environment for functional tests and pre-production environment for performance tests. |  |  | |
| The tenderer should envisage that the testing artefacts (e.g. test scripts, test data, etc) used to validate a specific release needs to be handed over to EMSA. |  |  | |
| **For scenario 2** | | | | |
| Project Plan; |  |  | |
| Used methodologies and description of the proposed tasks; |  |  | |
| Description of the means, tools/frameworks planned to be used for testing, including specific hardware needed to execute the tests and software simulators if to be used; |  |  | |
| The cost of the testing tools license, if applicable; |  |  | |
| Project team, define the responsibility of each team member, skills used and tasks assignments; |  |  | |
| Provision of templates for the key deliverables (e.g. test report, final report, etc); |  |  | |
| Propose a test plan with the most relevant tests; |  |  | |
| If the proposed solution includes automated tests, it should be described the complexity of maintaining the automated tests compatible with the new software release; |  |  | |
| Estimated value for the scenario; |  |  | |
| Estimated effort by filling in the table below (total and per profile); |  |  | |
| The tenderer should envisage that it would have to plan and execute the necessary tests in the different environments, typically in test environment for functional tests and pre-production environment for performance tests. |  |  | |
| The tenderer should envisage that the testing artefacts (e.g. test scripts, test data, etc) used to validate a specific release needs to be handed over to EMSA. |  |  | |
| **For scenario 3** | | |
| Project Plan; |  |  | |
| Used methodologies and description of the proposed tasks; |  |  | |
| Description of the means, tools/frameworks planned to be used for testing, including specific hardware needed to execute the tests and software simulators if to be used; |  |  | |
| The cost of the testing tools license, if applicable; |  |  | |
| Project team, define the responsibility of each team member, skills used and tasks assignments; |  |  | |
| Provision of templates for the key deliverables (e.g. test report, final report, etc); |  |  | |
| Propose a test plan with the most relevant tests; |  |  | |
| If the proposed solution includes automated tests, it should be described the complexity of maintaining the automated tests compatible with the new software release; |  |  | |
| Estimated value for the scenario; |  |  | |
| Estimated effort by filling in the table 6 of the Appendix A - Extended Evaluation Grid. (total and per profile); |  |  | |
| The tenderer should envisage that it would have to plan and execute the necessary tests in the different environments, typically in test environment for functional tests and pre-production environment for performance tests. |  |  | |
| The tenderer should envisage that the testing artefacts (e.g. test scripts, test data, etc) used to validate a specific release needs to be handed over to EMSA. |  |  | |

**Table 6 – Information regarding the scenario 1 effort**

|  |
| --- |
| **For scenario 1** |

|  |  |
| --- | --- |
| Profile | Effort (PERSON-DAYS) |
| Project Manager |  |
| Test Designer |  |
| Tester |  |
| Developer |  |
| Quality Assurance Engineer |  |
| Network/Security Expert |  |
| Total |  |

**Table 7 – Information regarding the scenario 2 effort**

|  |
| --- |
| **For scenario 2** |

|  |  |
| --- | --- |
| Profile | Effort (PERSON-DAYS) |
| Project Manager |  |
| Test Designer |  |
| Tester |  |
| Developer |  |
| Quality Assurance Engineer |  |
| Network/Security Expert |  |
| Total |  |

8

|  |
| --- |
| **For scenario 3** |

|  |  |
| --- | --- |
| Profile | Effort (PERSON-DAYS) |
| Project Manager |  |
| Test Designer |  |
| Tester |  |
| Developer |  |
| Quality Assurance Engineer |  |
| Network/Security Expert |  |
| Total |  |