

## **Enclosure 3 – Bid template for quality award criteria**

**EMSA/NEG/28/2022**

**Provision of ICT Services for CHD and MAR-CIS  
applications**

or  
DRAFT



## Quality Award criteria - point 16 of the Tender Specifications

|                      |  |
|----------------------|--|
| Name of the tenderer |  |
|----------------------|--|

Tenderers are requested to complete the white cells in the tables below with the information relevant for the assessment of the **quality award criteria** as set in point 16 of the Tender Specifications (Enclosure 1). Please fill in all the sections by using a font of 10 (or larger) and a standard Line Spacing (1.0).

| 1. Quality criterion 1 (W <sub>1</sub> = 15 %)  |                                      |  |                           |
|---|--------------------------------------|--|---------------------------|
| <b>Quality of the proposed team based on the <u>proposed team organisation</u>:</b><br><i>(Please include a team diagram with a proposed team structure: including number of proposed people per profile and the description of their responsibilities within the team and breakdown of tasks. This breakdown of tasks should be linked to the work packages envisaged)</i> |                                      |  |                           |
|   |                                      |  |                           |
| Team list (please complete the following table)   |                                      |  |                           |
| Person<br>(in line with team diagram)   | Profile as per tender specifications | <u>Description of their responsibilities within the team</u> | <u>Breakdown of tasks</u> |
|   | Project Manager                      |  |                           |
|   | Senior Analyst                       |  |                           |
|   | Senior Programmer                    |  |                           |
|   | Programmer                           |  |                           |
|   | Web Designer                         |  |                           |
|   | Tester                               |  |                           |

**2. Quality criterion 2 ( $W_2= 15\%$ )**

**General project management for the contract based on the draft documents describing the project management to be used for the implementation of the contract (Project Plan, Risk Management Plan, Risk Registry, Quality Management Plan, see point 2.5.2):**

*(Please attach the Project Plan, Risk Management Plan, Risk Registry, and Quality Management Plan; see point 4 of the tender specifications for more details. )*

a. A detailed description for the methodology to be used during the whole lifecycle of the contract (including work breakdown structure describing the way activities shall be organised for Modules 1 and 3, including the approach for the takeover of the software);

b. Description of the means and tools that the tenderer shall use to conduct the activities, including procedures and tools to be used for testing (e.g. FAT and SAT cycles);

c. Concrete reference to ICT standards applicable for each type of service to be delivered under all Modules.

### 3. Quality criterion 3 (W3= 40 %)

Quality of the technical proposal for Module 1 list of requirements, Module 2 list of potential requirements and Module 3 maintenance services described in *Appendix III - Technical requirements for the Provision of ICT services for to the MAR-CIS and CHD applications*. The evaluation of this Quality criterion shall be based on:

a. The overall quality of the solution to implement Module 1, 2 and 3 provided in the bid;

b. A detailed compliance matrix, per requirement for Module 1 and 2, including the tenderer's analysis of each requirement *(please complete the following table)*

| Requirement reference                                     | Title of requirement | Compliance<br>Y – Yes<br>N – No<br>PC - Partial Compliance | For each requirement please include a reference to the description of your offer in your bid (relevant document, section and page number). |
|---|----------------------|--|--|
| Appendix III, Chapter 2 Module 1 - List of Requirements   |                      |  |  |
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| Appendix III, Chapter 3. List of "Potential" Requirements |                      |  |  |
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