

**TENDER EVALUATION GUIDANCE DOCUMENT  
FOR  
SOLID WASTE COLLECTION AND CLEANING SERVICES**

**SOUTHERN ZONE  
OF THE  
GOVERNORATE OF CAIRO**

**Prepared for:**

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United State Agency for International Development

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## **SECTION 1- TENDER OFFER EVALUATION**

### **OVERVIEW**

The purpose of this guidance document is to provide the Governorate of Cairo (GOC) with information to assist the Tender Evaluation Committee (TEC) conduct the evaluation of Tender Offers for Solid Waste Management and Cleaning Services for the Southern Zone.

The Tender Offer evaluation procedures and suggested evaluation criteria in this guidance document are specific to the Request for Tenders (RFT) issued by the GOC and titled “Cairo Governorate Request for Tenders: Solid Waste Management and Cleaning Services for the Southern Zone – June 1, 2003.” It should not be used to evaluate other Tender Offers, or by other governorates, unless it is revised and made applicable to the specific needs and requirements stated in the RFTs.

### **TENDER EVALUATION CRITERIA - SUBMITTAL REQUIREMENTS**

The RFT contains specific instructions to the Bidders. Bidders must perform certain activities and provide specific information and documents.

The Submittal Requirements may be evaluated by asking questions that have either Yes or No answers. If the Bidder met the Requirement, then the answer to the question is “Yes”. When reviewing the Tender Offers, if a Bidder receives a “No” for any Submittal Requirement, the Bidder may be disqualified from further consideration

Submittal requirements are listed in Section 2 of this report. For each requirement, there is a reference to where the requirement is located in the RFT for the Southern Zone. A form is included in Appendix A where the results of this analysis can be tabulated.

### **TECHNICAL EVALUATION CRITERIA – TECHNICAL PROPOSAL**

Submittal requirements are listed in Section 2 of this report. For each requirement, there is a reference to where the requirement is located in the RFT for the Southern Zone. A form is included in Appendix A where the results of this analysis can be tabulated.

#### **Quality of Draft Work Plans**

The Southern Zone RFT for Solid Waste Management and Cleaning Services solicits Tender Offers for the following four services:

- Residential and Commercial Collection
- Street and Public Facility Cleaning
- Public Information Services
- Industrial Waste Collection Services

The Technical Evaluation Criteria for each Service must be based on the specific requirements set forth for each service in the Request for Tender.

## **Quality of Facilities and Equipment**

The TEC should evaluate the quality of the facilities and equipment being offered by the Bidder for each service. Quality means whether the facility construction or equipment is durable, reliable, made of appropriate materials, and thus likely to serve the functions proposed by the Bidder. For example, if facilities or equipment have never before been utilized for solid waste management purposes, the quality and applicability may be judged to be inadequate. This part of the evaluation does not consider the adequacy of the facilities and equipment being offered by the Bidder. Consideration of this issue is incorporated into the evaluation of the Quality of Draft Work Plans.

## **Quality of Key Personnel**

The TEC should evaluate the qualifications of the senior level personnel, i.e., the general manager and the managers proposed to report directly to the general manager. The senior level personnel qualifications should include the following:

- Experience in managing similar large solid waste service contracts.
- Experience in similar large urban areas in developing countries.
- Experience in their particular area of responsibility.

## **General Quality of Technical Proposal**

The TEC should evaluate the overall responsiveness and clarity of the Bidders' Technical Proposals and approach to the unique conditions of the Southern Zone. Technical Proposals should present, in a clear and concise manner, detailed information responding to the RFT. Evaluation of the overall quality of the Bidders' Technical Proposals allows the GOC to account for those factors that are not otherwise considered.

## **NUMERICAL SCORES AND WEIGHTS**

The TEC should utilize a uniform numerical scoring and weighting system to compare the content of the Tender Offer with the requirements of the Request for Tender.

### **Numerical Scores**

The technical evaluation criteria are qualitative in nature. They are open-ended questions that may be scored using a numerical rating system. The following rating system is recommended:

- 0 – Unacceptable – The Tender Offer does not meet the minimum requirements stated in the RFT.
- 1 – Acceptable – The Tender Offer clearly exceeds the minimum criteria stated in the RFT.
- 2 – More than acceptable – The Tender Offer clearly exceeds the minimum criteria stated in the Request for Tender.

- N/A – Not applicable – The specific evaluation criteria is not applicable to the Technical Proposal (e.g., if the Bidder does not propose to compost any waste, then composting evaluation criteria would not be applicable).

### **Criteria Weighting**

Some evaluation criteria are more important than others. Therefore, each criterion should be assigned a numerical weight based on its relative importance to other criterion. The recommended weighting system is defined as follows:

- 1 = less important when compared to all other criterion
- 2 = important when compared to all other criterion
- 3 = more important when compared to all other criterion

The criteria weighting should be completed before beginning the numerical scoring of the Tender Offer evaluation criteria. The criteria weighting can be established by each entity (individual or sub-committee) completing the evaluation.

### **Service Weighting**

Not all of the specified services are of equal importance in achieving the overall contract objectives of the GOC. When evaluating the Technical Proposals, it is necessary to give more weight to some aspects of the services than others.

In accordance with the RFT, Section 6.3.1 (Step 2(d)), a total of 50 points are assigned to the evaluation of the draft Work Plan. The 50 points should be allocated among the Services according to their importance as established by the TEC.

Appendix A contains a form titled “Summary of Draft Work Plan Technical Evaluation” which is where the “Service Weighting” considerations for the overall evaluation should be tabulated. The entire membership of the Tender Evaluation Committee should participate in establishing the Service Weighting factors before beginning the overall evaluation.

## **EVALUATION FORMS**

This Appendix to this document contains one set of evaluation forms for each Contractor who has submitted a Tender Offer. Each person or sub-committee (if a sub-committee is formed to evaluate part or all of a Tender Offer) of the Tender Evaluation Committee should complete the column entitled “Enter Numerical Score (1,2, or 3)” and “Enter Criteria Weight (1,2, or 3) for each evaluation form for the assigned evaluation area. Once the evaluation is completed, the information will be entered into the computer “EXCEL” spreadsheet which will make the required calculations to determine whether the Contractor’s Tender Offer meets or exceeds the minimum evaluation criteria.

## SECTION 2 STEP 1 - COMPLIANCE WITH SUBMITTAL REQUIREMENTS

*“Each Technical Proposal will be examined first to confirm or otherwise determine whether there has been full compliance with the RFT and the Bidder’s pre-qualification submission.”*

The purpose of Step 1 is to examine the Technical Proposals and qualify or disqualify Bidders according to the specific Submittal Requirements defined by the GOC.

### **SPECIFIC SUBMITTAL CRITERIA**

The following paragraphs contain specific criteria presented in the form of questions. Each of the following Submittal Requirements is required by the terms of the RFT. Appendix A includes a form (Evaluation Form for Technical Proposal Submittal Requirements) that can be used to tabulate the yes or no answers to the questions contained in the following paragraphs

#### **Tender Offer Submittal Date**

1. Did the Bidder submit its Technical and Financial Proposals on or before 12 o’clock noon on the date specified in the RFT?

#### **Packaging and Labeling of Tender Offer (RFT 5.1.1 and 5.2)**

1. Did the Bidder submit an original of its Tender Offer in Arabic and clearly indicate which one is the original?
2. Did the Bidder submit an original of their Tender Offer in English and clearly indicate which one is the original?
3. Did the Bidder properly seal the Technical and Financial Proposals in separate envelopes and properly mark the envelopes?

#### **Signing of the Tender Offer (RFT 5.1.2)**

1. Did the Bidder, or a duly authorized person(s), sign the original and all copies of the Tender Offer?

#### **Modification of the Tender Offer (RFT 5.5.2)**

1. If any modifications were submitted, did the Bidder properly prepare, seal, mark, and deliver such modifications?

#### **Bid Letter of Guarantee (RFT 4.7.1 and 4.7.2)**

1. Is the Bid Letter of Guarantee provided by a reputable bank located in Egypt?
2. Did the Bidder provide as part of its Technical Proposal a Bid Letter of Guarantee in the amount of LE 500,000 for each Bidder’s Price Form Schedule submitted?

3. Is the Bid Letter of Guarantee in accordance with the content included in Annex B to the RFT?

**Joint Ventures (RFT 4.4.1, 4.4.2, 4.4.3, 4.5.2, and 4.7.3)**

1. If the Tender Offer is from a Joint Stock Company, does the Tender Offer contain a description of the shareholding and respective responsibilities for each participant making up the Joint Stock Company?
2. Did the Bidder submit a letter signed by a responsible officer for each Joint Stock Company Participant providing a written formal commitment to the Joint Venture, acceptance of the arrangements of the Joint Venture, and willingness to provide a joint and several guarantee?
3. Did the Bidder identify one company that will serve the leading role in the Joint Venture and will have the authority to commit all participants?
4. Is the Bid Letter of Guarantee in the name of all the participants in the Joint Venture?

**Bidders Commitment Letter (RFT 4.5)**

1. Does the Technical Proposal contain a formal Bidder's Commitment Letter providing the commitments listed in the RFT?
2. Does the Technical Proposal contain a copy of all Addenda issued by the GOC?

## SECTION 3 STEP 2 – TECHNICAL EVALUATION

*“The Technical Proposal shall then be examined in detail to determine whether the Bidder has demonstrated sufficient capability to undertake performance of the services and activities. A total of 100 points will be assigned to this category. Bidders must achieve a total of at least 75 points AND the minimum number of points specified for each of the four key areas of technical evaluation listed below. Only those Bidders achieving both the overall score of 75 points and the minimum required for each element will be included in Step 3.”*

The purpose of Step 2 is to determine which Technical Proposals meet the minimum detailed requirements. Step 2 is divided into four separate activities.

### STEP 2(D) – QUALITY OF DRAFT WORK PLANS

*“50 points for the quality of the proposed Draft Work Plan to meeting the requirements of the Scope of Services. The minimum number of points required for this element is 35.”*

#### **Criteria – Residential and Commercial Waste Collection**

1. Collection Route Maps. (2.1.1) Does the Draft Work Plan contain collection route maps that cover all areas of the SZ indicating the type of service and are the proposed routes acceptable?
2. Collection Route Time Schedule. (2.1.1) Does the Draft Work Plan contain schedules for collection routes for each type of service and are the proposed schedules acceptable?
3. Description of Personnel. (2.1.1) Does the Draft Work Plan contain information on the type and number of personnel to be deployed? Do the numbers and types of personnel appear to be adequate?
4. Personnel Recruiting and Training Plan. (2.1.1) Does the Draft Work Plan describe the plan for personnel recruiting and training? Is the plan acceptable?
5. Container Distribution and Maintenance Plan. (2.1.1) Does the Draft Work Plan describe the plan for distributing, cleaning, and maintaining Rollout Carts and Bins? Is the plan acceptable?
6. Driver Training and Testing Program. (2.1.1) Does the Draft Work Plan describe a program for training and testing drivers? Is the plan acceptable?
7. Equipment List. (2.1.1) Does the Draft Work Plan contain a comprehensive list of equipment to be used by the Bidder and does the number and type of equipment appear to be sufficient to meet the requirements?
8. Administration and Field Supervision Plan. (2.1.1) Does the Draft Work Plan describe the plan for administration and field supervision of all operations? Is the plan acceptable?

9. Record Keeping and Reporting System. (2.1.1) Does the Draft Work Plan describe a record keeping and reporting system, and is the system acceptable?
10. Procedures for Communicating with GOC and Customers. (2.1.1) Does the Draft Work Plan describe procedures for communicating with the GOC Project Administrator and the Customers, and are the procedures acceptable?
11. Customer Service Office Plan. (2.1.1, 2.11 & 3.5) Does the Draft Work Plan contain a plan for developing and operating a Customer Service Office and does the plan comply with the requirements?
12. Vehicle Sanitation and Maintenance Plan. (2.1.1) Does the Draft Work Plan contain a plan for sanitizing and maintaining Waste Collection Vehicles? Is the plan acceptable?
13. Commitment to Provide Preparation Work Plan. (2.1.2) Does the Bidder commit to providing a PWP within the required time frame?
14. Contents of Preparation Work Plan. (2.1.2) Does the Bidder provide a schedule indicating sufficient planning for the Preparation Period activities listed?
15. Commitment to Provide Final Work Plan. (2.1.2) Does the Bidder commit to providing a FWP within the required time frame?
16. DTD Service. (2.2.1) Does the Draft Work Plan commit to providing DTD Service for MSW and Bulky Waste per the specification?
17. DTD Service Adequacy. (2.2.1) Does the Bidder demonstrate that adequate levels of personnel and equipment will be committed in order to meet the requirements?
18. BTB Service. (2.2.2) Does the Draft Work Plan commit to providing BTB Service for MSW and Bulky Waste per the specification?
19. BTB Service Adequacy. (2.2.2) Does the Bidder demonstrate that adequate levels of personnel and equipment will be committed in order to meet the requirements?
20. Number of Rollout Carts. (3.2.3) Does the Bidder indicate the number of Rollout Carts that will be procured and distributed and is the number match the number of Buildings designated to receive BTB Service?
21. Rollout Cart Distribution. (3.2.3.2) Does the Draft Work Plan indicate commitment to the required distribution schedule?
22. WPS Service. (2.2.3) Does the Draft Work Plan commit to providing WPS Service for MSW and Bulky Waste per the specification?
23. WPS Service Adequacy. (2.2.3) Does the Bidder demonstrate that adequate levels of personnel and equipment will be committed in order to meet the requirements?
24. Number of Bins. (3.2.4) Does the Bidder indicate the number of Bins that will be procured and distributed and is the number sufficient given the number of Pooling Sites?

25. Bin Distribution. (3.2.4.2) Does the Draft Work Plan indicate commitment to the required distribution schedule?
26. LCG Service. (2.2.4) Does the Draft Work Plan commit to providing LCG Service for MSW per the specification?
27. LCG Service Adequacy. (2.2.4) Does the Bidder propose adequate levels of personnel and equipment to meet the requirements?
28. Number of LCG Containers. (3.2.5) Does the Bidder indicate the number of Bins and/or Carts that will be procured and distributed and is the number sufficient given the number of LCG Sites?
29. Collection Service Frequency. (2.3.1) Does the Bidder commit to provide each type of Collection Service at the frequency specified?
30. Compliance with Local Ordinance. (2.5.6) Does the Bidder commit to obeying all laws and GOC ordinances?
31. Use of Designated Facilities. (2.8) Does the Bidder commit to transport all collected MSW and Bulky Waste to Designated Facilities?
32. Ancillary Equipment. (3.1.13) Does the Bidder state that collection vehicles will be equipped with the required ancillary equipment?
33. Storage Location for Collection Vehicles. (3.1.14) Does the Bidder identify where Waste Collection Vehicles will be stored and do these places meet the minimum requirements?
34. Reserve Equipment. (3.1.15) Does the Bidder propose reserve equipment in sufficient number and type to meet the minimum requirements?
35. Field Supervision. (3.4.2) Does the Bidder commit to providing a Field Supervisor for each Service Sector?
36. Uniforms. (3.4.4) Does the Bidder commit to providing uniforms for all employees?
37. Scavenging. (3.4.6) Does the Bidder commit to prohibiting employees from scavenging materials while performing collection activities?

**Criteria – Street and Public Facility Cleaning**

1. Cleaning Route Maps. (2.1.1) Does the Draft Work Plan contain street cleaning route maps, including factors used for their development, that cover all required areas of the SZ, and are the proposed routes acceptable?
2. Cleaning Route Time Schedules. (2.1.1) Does the Draft Work Plan contain schedules for street cleaning, and are the schedules acceptable?
3. Description of Personnel. (2.1.1) Does the Draft Work Plan contain information on the types and numbers of personnel to be deployed?

4. Performance Guidelines. (2.1.1) Does the Draft Work Plan provide performance guidelines for mechanical sweeper operators and manual sweepers, and do the guidelines appear to be adequate?
5. Personnel Recruiting and Training Plan. (2.1.1) Does the Draft Work Plan describe the plan for personnel recruiting and training? Is the plan acceptable?
6. Equipment List. (2.1.1) Does the Draft Work Plan contain a comprehensive list of equipment to be used by the Bidder and do the numbers and types of equipment appear to be sufficient to meet the requirements?
7. Waste Transfer. (2.1.1) Does the Draft Work Plan contain a description of how waste will be transferred to the Designated Disposal Facility and is the plan acceptable?
8. Water Supply. (2.1.1) Does the Draft Work Plan contain a plan for supplying Mechanical Sweepers with water and is the plan acceptable?
9. Administration and Field Supervision Plan. (2.1.1) Does the Draft Work Plan describe the plan for administration and field supervision of all operations? Is the plan acceptable?
10. Litter Basket Distribution. (2.1.1 & 3.2.3) Does the Draft Work Plan describe the procedures for distributing, cleaning, and maintaining Litter Baskets, and is the plan acceptable?
11. Operator Training. (2.1.1) Does the Draft Work Plan describe the training and testing program for Mechanical Sweeper operators, and is the plan acceptable?
12. Recording Keeping and Reporting System. (2.1.1) Does the Draft Work Plan describe a record keeping and reporting system, and is the system acceptable?
13. Procedures for Communicating with GOC. (2.1.1) Does the Draft Work Plan describe procedures for communicating with the GOC Project Administrator, and are the procedures acceptable?
14. Vehicle Sanitation and Maintenance Plan. (2.1.1) Does the Draft Work Plan contain a plan for sanitizing and maintaining Street Cleaning Vehicles? Is the plan acceptable?
15. Public Structure Cleaning. (2.1.1) Does the Draft Work Plan contain a separate description of cleaning procedures for each type of structure?
16. Commitment to Provide Final Work Plan. (2.1.2) Does the Bidder commit to providing a FWP within the required time frame?
17. Commitment to Provide Preparation Work Plan. (2.1.2) Does the Bidder commit to providing a PWP within the required time frame?
18. Contents of Preparation Work Plan. (2.1.2) Does the Bidder provide a schedule indicating sufficient planning for the Preparation Period activities listed?
19. Mechanical Sweeping of Primary Streets. (2.2.1) Does the Bidder commit to providing mechanical sweeping of primary roads according to the requirements?

20. Mechanical Sweeping Adequacy. (2.2.1) Does the Bidder demonstrate that adequate levels of personnel and equipment will be committed in order to meet the requirements?
21. Mechanical Sweeping Hours. (2.3.5) Does the Bidder commit to perform mechanical sweeping during acceptable hours?
22. Manual Sweeping. (2.2.2) Does the Bidder commit to providing manual sweeping of primary and secondary roads according to the requirements?
23. Manual Sweeping Adequacy. (2.2.2) Does the Bidder demonstrate that adequate levels of personnel and equipment will be committed in order to meet the requirements?
24. Manual Sweeping Hours. (2.3.6) Does the Bidder commit to perform manual sweeping during the specified hours?
25. Number of Manual Sweeper Carts. (3.3.2) Does the Bidder indicate the number of Manual Sweeper Carts that will be procured and utilized and does the number match the number of manual sweepers mobilized each day?
26. Cleaning of Unpaved Streets. (2.2.3) Does the Bidder commit to cleaning unpaved streets according to the requirements?
27. Unpaved Street Cleaning Adequacy. (2.2.3) Does the Bidder demonstrate that adequate levels of personnel and equipment will be committed in order to meet the requirements?
28. Unpaved Streets Cleaning Hours. (2.3.7) Does the Bidder commit to perform cleaning during the specified hours?
29. Public Facilities Litter Collection. (2.2.4) Does the Bidder commit to providing litter collection service according to the requirements?
30. Public Facility Litter Collection Adequacy. (2.2.4) Does the Bidder demonstrate that adequate levels of personnel and equipment will be committed in order to meet the requirements?
31. Litter Collection Hours. (2.3.8) Does the Bidder commit to providing litter collection service for the specified hours and days?
32. Litter Basket Service. (2.2.5) Does the Bidder commit to providing litter basket service according to the requirements?
33. Litter Basket Service Adequacy. (2.2.5) Does the Bidder demonstrate that adequate levels of personnel and equipment will be committed in order to meet the requirements?
34. Litter Basket Service Hours. (2.3.6) Does the Bidder commit to servicing litter baskets at the specified frequency?
35. Number of Litter Baskets. (3.2.1) Does the Bidder indicate the number of Litter Baskets that will be procured and distributed and does the number match the requirement?
36. Public Structure Washing Service. (2.2.6) Does the Bidder commit to providing mechanical washing of public structures according to the requirements?

37. Public Structure Washing Adequacy. (2.2.6) Does the Bidder demonstrate that adequate levels of personnel and equipment will be committed in order to meet the requirements?
38. Public Structure Washing Frequency. (2.12.1) Does the Bidder commit to washing public structures according to the required frequencies?
39. Washing Method. (2.12.3) Does the Draft Work Plan demonstrate that the Bidder will wash public structures in a manner that will conform with the requirements?
40. Wash Water Management. (2.12.4) Does the Draft Work Plan demonstrate the Bidder will manage wash and rinse water in a manner that will conform with the requirements?
41. Compliance with Law. (2.7.1) Does the Bidder commit to comply with GOC and Egyptian Law?
42. Transfer of Sweepings and Litter. (2.7.2) Does the Draft Work Plan demonstrate that the Bidder will transfer sweepings and litter according to the requirements?
43. Use of Designated Facilities. (2.7.3) Does the Draft Work Plan demonstrate that the Bidder will transport sweepings and litter only to designated facilities according to the requirements?
44. Ancillary Equipment. (3.1.11) Does the Bidder state that Mechanical Street Sweepers will be equipped with the required ancillary equipment?
45. Reserve Equipment. (3.1.13) Does the Bidder propose reserve equipment in sufficient number and type to meet the minimum requirements?
46. Field Supervision. (3.5.6) Does the Bidder commit to providing a Field Supervisor for this Service?
47. Uniforms. (3.5.8) Does the Bidder commit to providing uniforms for all Street Cleaning employees that are acceptable?
48. Customer Service Office. (2.11) Does the Bidder commit to operating, equipping, and staffing a Customer Service Office in conformance with the requirements?

**Criteria – Public Information Services**

1. Staffing and Management. (3.1.1) Does the Draft Work Plan contain a detailed description of staffing and management?
2. Staffing Level. (3.1.5) Has the Bidder committed sufficient staff resources, either in-house or out-sourced, to perform the Public Information Service?
3. Staff Experience. (3.1.5) Does the Draft Work Plan describe the experience and qualifications of its personnel or public relations firm, and are these persons adequately qualified?
4. Promotion Activities. (3.1.2) Does the Draft Work Plan provide a description of the promotional activities that meets the requirements?

5. Public Information Activities. (3.1.3) Does the Draft Work Plan provide a description of public information activities that meets the requirements?
6. News and Media Relations. (3.1.4 & 3.5) Does the Draft Work Plan provide a description of news and media relations that meets the requirements?
7. Commitment to Provide Final Work Plan. (3.2.1) Does the Bidder commit to providing a FWP within the required time frame?
8. Initial Notification. (3.3.1 through 3.3.4) Does the Bidder's Draft Work Plan commit to providing initial notifications to Customer according to the requirements?
9. Follow-up Notification. (3.4.1 through 3.4.3) Does the Bidder's Draft Work Plan commit to providing follow-up notifications according to the requirements?
10. Annual Follow-up Notification. (3.4.4) Does the Bidder's Draft Work Plan describe annual follow-up notifications procedures and contents in accordance with the requirements?
11. Coordination with GOC PACT. (3.6) Does the Bidder's Draft Work Plan describe how it will coordinate with the GOC PACT according to the requirements?

**Criteria – Industrial Waste Collection Services**

1. Description of Personnel. (2.1.1) Does the Draft Work Plan contain information on the type and number of personnel to be deployed? Do the numbers and types of personnel appear to be adequate?
2. Administration and Management Plan. (2.1.1) Does the Draft Work Plan describe the plan for administration and management of all operations? Is the plan acceptable?
3. Description of Record Keeping and Reporting System. (2.1.1) Does the Draft Work Plan describe a record keeping and reporting system, and is the system acceptable?
4. Description of Procedures for Communicating with GOC and Customers. (2.1.1) Does the Draft Work Plan describe procedures for communicating with the GOC Project Administrator and the Customers, and are the procedures acceptable?
5. Commitment to Provide Final Work Plan. (2.1.2) Does the Bidder commit to providing a FWP within the required time frame?
6. Contents of Preparation Work Plan. (2.1.2) Does the Bidder provide a schedule indicating sufficient planning for the Preparation Period activities listed?
7. Collection Frequency. (2.2.2) Does the Bidder commit to provide collection services at a frequency in accordance with the requirements?
8. Customer Notification. (2.2.4) Does the Bidder's Draft Work Plan describe a Customer notification procedure the meets the requirements?
9. Use of Designated Facilities. (2.4.1) Does the Draft Work Plan commit to transport all collected Industrial Waste to Designated Facilities in accordance with the requirements?

10. Handling of Complaints. (2.7) Does the Bidder commit to handling complaints according to the requirements?
11. Waste Containment. (3.1.3) Does the Bidder commit to enclosing and covering all Industrial Waste prior to transport?
12. Ancillary Equipment. (3.1.8) Does the Bidder state that Mechanical Street Sweepers will be equipped with the required ancillary equipment?
13. Storage Location for Collection Vehicles. (3.1.9) Does the Draft Work Plan identify where Waste Collection Vehicles will be stored and do these places meet the minimum requirements?
14. Reserve Equipment. (3.1.10) Does the Draft Work Plan contain commitment of reserve equipment in sufficient number and type to meet the minimum requirements?
15. Field Supervision. (3.3.3) Does the Bidder commit to providing a Field Supervisor for this Service?
16. Uniforms. (3.3.5) Does the Bidder commit to providing uniforms for all employees?
17. Customer Service Office. (3.4) Does the Bidder commit to operating, equipping, and staffing a Customer Service Office in conformance with the requirements?

## **STEP 2(C) – FACILITIES AND EQUIPMENT**

*“20 points for the quality of the proposed equipment and facilities. The minimum points required for this element is 15.”*

### **Criteria – Residential and Commercial Waste Collection Equipment**

1. Equipment Manufacturer’s Literature. (2.1.1) Does the Draft Work Plan contain manufacturer’s literature for all proposed waste collection equipment and containers?
2. Equipment Age. (3.1.1) Are all Waste Collection Vehicles proposed to be used by the Bidder in good working order and adequate for the job?
3. Equipment Quality. (3.1.1) Are the types of Waste Collection Vehicles proposed by the Bidder of a quality suitable for the intended usage?
4. Collection Vehicle Cargo Area Integrity. (3.1.3) Do the cargo areas of Waste Collection Vehicles meet the minimum requirements?
5. Collection Vehicles without Hydraulic Compaction. (3.1.4) Do the vehicles without hydraulic compaction meet the minimum requirements regarding cover and dumping mechanism?
6. Collection Vehicles with Hydraulic Compaction. (3.1.5) Are the vehicles with hydraulic compaction capable of meeting the compaction minimum requirement?

7. Roll-out Carts Technical Specifications. (3.2.3.1) Do the Rollout Carts specified by the Bidder meet the minimum technical specifications?
8. WPS Bin Technical Specifications. (Section 3.2.4.1) Do the Bins specified by the Bidder meet the minimum technical specifications?

**Criteria – Street and Public Facility Cleaning Equipment**

1. Equipment Manufacturer’s Literature. (2.1.1) Does the Draft Work Plan contain manufacturer’s literature for all proposed street and public facility cleaning equipment?
2. Equipment Quality. (3.1.1) Is the equipment proposed by the Bidder of a quality and durability appropriate for the intended use and capable of meeting the specifications at the proposed operating capacity?
3. Sweepers. (3.1.3) Do the Mechanical Sweepers specified by the Bidder meet the minimum technical specifications?
4. Litter Baskets. (3.2.2) Do the Litter Baskets specified by the Bidder meet the minimum technical specifications?
5. Manual Sweeper Carts. (3.3.2) Do the Manual Sweeper Carts specified by the Bidder meet the minimum technical requirements?
6. Washing Equipment. (3.5.1) Does the washing equipment specified by the Bidder meet the minimum technical requirements?
7. Cleaning Solution. (3.5.2) Does the cleaning solution specified by the Bidder meet the minimum technical requirements?

**Criteria – Industrial Waste Collection Equipment**

1. Equipment Manufacturer’s Literature. (2.1.1) Does the Draft Work Plan contain manufacturer’s literature for all proposed waste collection equipment and bins?
2. Equipment Quality. (2.1.1) Is the equipment proposed by the Bidder of a quality and durability appropriate for the intended use and capable of meeting the specifications at the proposed operating capacity?
3. Container Integrity. (3.1.2) Do Industrial Waste Bins and the waste storage areas of Waste Collection Vehicles meet the minimum requirement?
4. IW Bin Technical Specifications. (3.2.3) Do the Bins specified by the Bidder meet the minimum technical requirements?

**STEP 2(B) – KEY PERSONNEL**

*“15 points for the numbers, qualifications, and competence of the key personnel proposed for the assignment distributed as follows:*

- 1. Qualifications and experience of the proposed resident general manager (20%)*

2. *Qualifications and experience of other key personnel for the assignment including experience in the required areas of expertise (40%)*
  3. *Consistency of the staffing plan with the work plan including the type and numbers of personnel compared to the services to be provided (40%)*
- The minimum number of points required for this element is 10.”*

### **Criteria – Proposed Resident Manager**

1. Job Description. Does the Bidder provide information defining the duties and responsibilities for the Resident Manager?
2. Completeness of CV. Does the CV of the proposed Resident Manager contain sufficient information to evaluate the individual’s capabilities and qualifications?
3. Qualifications of Individual. Is the proposed Resident Manager qualified for the position?
4. Signed Commitment Letter. Is there a signed commitment letter from the proposed Resident Manager to accept the position?

### **Criteria – Other Key Personnel**

1. Job Description. Does the Bidder provide information defining the duties and responsibilities for all, and no less than five, of the other key personnel that report directly to the Resident Manager?
2. Completeness of CV. Do the CVs of the proposed other key personnel contain sufficient information to evaluate the individuals capabilities and qualifications?
3. Qualifications of Individual. Are the proposed other key personnel qualified for their positions?
4. Signed Commitment Letter. Are there signed commitment letters from each of the other key personnel that they will accept their proposed positions?

### **Criteria – Staffing Plan**

1. Staffing Plan Quality/Detail. Does the Bidder provide a senior management plan with sufficient quality and level of detail to properly assess the staffing plan?
2. Staffing Level. Does the Bidder’s senior management plan provide the staff positions and number of personnel consistent with the scope and scale of the proposed Contract?
3. Appropriate Work Assignments. Do the job descriptions for the other key personnel match the needs of the positions with regard to the scope and scale of the proposed Contract?

### **STEP 2(A) – OVERALL**

*“15 points for the quality and level of detail of the Technical Proposal. The minimum points required for this element is ten (10).”*

## **Criteria**

1. Level of Detail. Is the Bidder's Technical Proposal responsive to the RFT in terms of providing the level of detail required to perform the Technical Evaluation?
2. Comprehension. Does the Bidder's Technical Proposal demonstrate comprehension of the scope and scale of providing the Service(s) in the Southern Zone of Cairo?
3. Clarity. Is the Bidder's Technical Proposal organized in a manner that clearly presents its organization, approach, Key Personnel and Draft Work Plans?
4. Appropriate to Requirements. Are the Draft Work Plans in the Bidder's Technical Proposal appropriate for the requirements of the Service(s)?
5. Overall Quality. What is the overall quality of the Bidder's Technical Proposal?

## **SECTION 4 STEP 3 – FINANCIAL PROPOSAL OPENING**

### **PROCEDURES**

The opening and tabulation of the Financial Proposals must be completed by a Financial Committee that is separate from the Technical Committee only upon completion of the evaluation of the Technical Proposals.

The Financial Committee must then open the Financial Proposal of each Bidder that has achieved the minimum points required for the Technical Evaluation. The Committee must examine each Proposal to determine whether it meets certain Mandatory Financial Requirements. Financial Proposals that do not meet all the Mandatory Financial Requirements are rejected from further consideration. The Committee will then tabulate the Bidding Schedules in all the Financial Proposals that meet the Mandatory Financial Requirements and determine which Bidder has the lowest price.

### **MANDATORY FINANCIAL CRITERIA**

#### **Contents of Financial Proposal. (RFT 4.6)**

1. Completed Price Forms. Does the Financial Proposal contain Bidder's Price Form Schedules, fully completed and without qualifications, for all services that the Bidder proposes to provide?
2. Currency. Are all prices quoted in Egyptian Pounds?

### **BID SHEET TABULATION**

Appendix B provides draft bid tabulation forms prepared by the TAP.

## **SECTION 5 STEP 4 – CONTRACT AWARD**

### **PROCEDURES**

The Committee shall then recommend to the GOC the Bidder that has met all the requirements and submitted the lowest price for each of the Contracts. The lowest bid price will be determined by comparing the Total Annual Price of each Bidder's Bidding Schedule contained in the Financial Proposals.

## **Appendix A – Tender Evaluation Forms**

**NAME OF CONTRACTOR:** \_\_\_\_\_

<b>Evaluation Form for Technical Proposal Submittal Requirements SOLID WAST MANAGEMENT AND CLEANING SERVICES</b>			
<b>Name of Evaluator:</b>			
<b>Reference</b>	<b>Criteria</b>	<b>Yes</b>	<b>No</b>
	<b>1. Tender Offer Submittal Date</b>		
RFT 5.3.1	Was the Tender Offer submitted by the deadline?		
	<b>2. Packaging and Labeling of Tender Offer</b>		
RFT 5.1.1	Original in Arabic?		
RFT 5.1.1	Original in English?		
RFT 5.2.1	Properly sealed and marked?		
	<b>3. Signing of Tender Offer</b>		
RFT 5.1.2	Signed by duly authorized person?		
	<b>4. Modification of Tender Offer</b>		
RFT 5.5.2	Modifications properly submitted?		
	<b>5. Bid Letter of Guarantee</b>		
RFT 4.7.2	Backed by reputable bank in Egypt?		
RFT 4.7.1	Is it for the proper amount for each Price Form?		
RFT 4.7.2	Is it in accordance with the required content?		
	<b>6. Joint Ventures</b>		
RFT 4.4.1	Is this a JV arrangement?		
RFT 4.4.3	If JV, is description of shareholding & responsibilities provided?		
RFT 4.5.2	Commitment letter from each participant?		
RFT 4.5.2	Lead company identified?		
RFT 4.7.3	Bid Letter of Guarantee in name of all participants?		
	<b>7. Content of Technical Proposal</b>		
RFT 4.5.1	Formal Bidder's Commitment Letter?		
	<b>Does the Technical Proposal meet all the requirements?</b>		

**Signature of Evaluator:**

**NAME OF CONTRACTOR:**

**Solid Waste Management and Cleaning Services - Southern Zone  
Technical Evaluation Form - Residential and Commercial Waste Collection Service**

**Name of Evaluator:**

Specification Reference	Criteria	Enter Numerical Score (0,1, or 2)	Enter Criteria Weight (1,2, or 3)	Input Not Required (Calculated Score)
2.1.1	Collection Route Maps			
2.1.1	Collection Route Time Schedule			
2.1.1	Description of Personnel			
2.1.1	Personnel Recruitment and Training Plan			
2.1.1	Container Distribution and Maintenance Plan			
2.1.1	Driver Training and Testing Program			
2.1.1	Equipment List			
2.1.1	Administration and Field Supervision Plan			
2.1.1	Record Keeping and Reporting System			
2.1.1	Procedures for Communicating with GOC & Customers			
2.1.1, 2.11, 3.5	Customer Service Office Plan			
2.1.1	Vehicle Sanitation and Maintenance Plan			
2.1.2	Commitment to Provide Preparation Work Plan			
2.1.2	Contents of Preparation Work Plan			
2.1.2	Commitment to Provide Final Work Plan			
2.2.1	DTD Service Commitment			
2.2.1	DTD Service Adequacy			
2.2.2	BTB Service Commitment			
2.2.2	BTB Service Adequacy			
3.2.3	Number of Rollout Carts			
3.2.3.2	Rollout Cart Distribution			
2.2.3	WPS Service Commitment			
2.2.3	WPS Service Adequacy			
3.2.4	Number of Bins			
3.2.4.2	Bin Distribution			
2.2.4	LCG Service Commitment			
2.2.4	LCG Service Adequacy			
3.2.5	Number of LCG Containers			
2.3.1	Collection Service Frequency			
2.5.6	Compliance with Local Ordinance			
2.8	Use of Designated Facilities			
3.1.13	Ancillary Equipment			
3.1.14	Storage Location of Collection Vehicles			
3.1.15	Reserve Equipment			
3.4.2	Field Supervision			
3.4.4	Uniforms			
3.4.6	Scavenging			
	Weighted Score			0
	Total score when all Criteria are rated acceptable(1)			0
	Service Score			0

**Signature of Evaluator:**

**NAME OF CONTRACTOR:**

**Solid Waste Management and Cleaning Services  
Technical Evaluation Form - Streets and Public Facility Cleaning Service**

**Name of Evaluator:**

Specification Reference	Criteria	Enter Numerical Score (0,1, or 2)	Enter Numerical Weight (1,2, or 3)	Input Not Required (Calculated Score)
2.1.1	Cleaning Route Maps			
2.1.1	Cleaning Route Time Schedule			
2.1.1	Description of Personnel			
2.1.1	Performance Guidelines			
2.1.1	Personnel Recruiting and Training Plan			
2.1.1	Equipment List			
2.1.1	Waste Transfer			
2.1.1	Water Supply			
2.1.1	Administration and Field Supervision Plan			
2.1.1, 3.2.3	Litter Basket Distribution & Maintenance			
2.1.1	Operator Training			
2.1.1	Record Keeping and Reporting System			
2.1.1	Procedures for Communicating with GOC			
2.1.1	Vehicle Sanitation and Maintenance Plan			
2.1.1	Public Structure Cleaning			
2.1.2	Commitment to Provide Final Work Plan			
2.1.2	Commitment to Provide Preparation Work Plan			
2.1.2	Contents of Preparation Work Plan			
2.2.1	Mechanical Sweeping of Primary Streets			
2.2.1	Mechanical Sweeping Adequacy			
2.3.5	Mechanical Sweeping Hours			
2.2.2	Manual Sweeping			
2.2.2	Manual Sweeping Adequacy			
2.3.6	Manual Sweeping Hours			
3.3.2	Number of Manual Sweeper Carts			
2.2.3	Cleaning of Unpaved Streets			
2.2.3	Unpaved Streets Cleaning Adequacy			
2.3.7	Unpaved Streets Cleaning Hours			
2.2.4	Public Facilities Litter Collection			
2.2.4	Public Facilities Litter Collection Adequacy			
2.3.8	Litter Collection Hours			
2.2.5	Litter Basket Service			
2.2.5	Litter Basket Service Adequacy			
2.3.6	Litter Basket Service Hours			
3.2.1	Number of Litter Baskets			
2.2.6	Public Structure Washing Service			
2.2.6	Public Structure Washing Adequacy			
2.12.1	Public Structure Washing Frequency			
2.12.3	Washing Method			
2.12.4	Wash Water Management			
2.7.1	Compliance with Law			
2.7.2	Transfer of Sweepings and Litter			
2.7.3	Use of Designated Facilities			
3.1.11	Ancillary Equipment			
3.1.13	Reserve Equipment			
3.5.6	Field Supervision			
3.5.8	Uniforms			
2.11	Customer Service Office			
	Weighted Score			0
	Total score when all Criteria are rated acceptable (1)			0
	Service Score			0

**Signature of Evaluator:**

**NAME OF CONTRACTOR:**

**Solid Waste Management and Cleaning Services  
Technical Evaluation Form - Public Information Service**

**Name of Evaluator:**

<b>Technical Reference</b>	<b>Criteria</b>	<b>Enter Numerical Score (0,1, or 2)</b>	<b>Enter Criteria Weight (1,2, or 3)</b>	<b>Input Not Required (Calculated Score)</b>
2.1.1	Description of Personnel			
2.1.1	Administration & Management Plan			
2.1.1	Record Keeping and Reporting System			
2.1.1	Procedures for Communicating with GOC & Customers			
2.1.2	Commitment to Provide Final Work Plan			
2.1.2	Contents of the Preparation Work Plan			
2.2.2	Collection Frequency			
2.2.4	Customer Notification			
2.4.1	Use of Designated Facilities			
2.7	Handling of Complaints			
3.1.3	Waste Containment			
3.1.8	Ancillary Equipment			
3.1.9	Storage Location for Collection Vehicles			
3.1.10	Reserve Equipment			
3.3.3	Field Supervision			
3.3.5	Uniforms			
3.4	Customer Service Office			
	Weighted Score			0
	Total score when all Criteria are rated acceptable (1)			0
	Service Score			0

**Signature of Evaluator:**

**NAME OF CONTRACTOR:**

**Solid Waste Management and Cleaning Services - Southern Zone Service Area 1  
Technical Evaluation Form - Industrial Waste Collection Service**

**Name of Evaluator:**

<b>Technical Reference</b>	<b>Criteria</b>	<b>Enter Numerical Score (0,1,or 2)</b>	<b>Enter Criteria Weight (1,2,or 3)</b>	<b>Input Not Required (Calculated Score)</b>
2.1.1	Description of Personnel			
2.1.1	Administration & Management Plan			
2.1.1	Record Keeping and Reporting System			
2.1.1	Procedures for Communicating with GOC & Customers			
2.1.2	Commitment to Provide Final Work Plan			
2.1.2	Contents of the Preparation Work Plan			
2.2.2	Collection Frequency			
2.2.4	Customer Notification			
2.4.1	Use of Designated Facilities			
2.7	Handling of Complaints			
3.1.3	Waste Containment			
3.1.8	Ancillary Equipment			
3.1.9	Storage Location for Collection Vehicles			
3.1.10	Reserve Equipment			
3.3.4	Field Supervision			
3.3.6	Uniforms			
3.4	Customer Service Office			
	Weighted Score			0
	Total score when all Criteria are rated acceptable (1)			0
	Service Score			0

**Signature of Evaluator:**

**NAME OF CONTRACTOR:**

**Solid Waste Management and Cleaning Services - Southern Zone Service Area 1**  
**Summary of Draft Work Plan Technical Evaluation**

<b>Service</b>	<b>Calculated Service Score</b>	<b>Input-Service Weight (Total must = 50)</b>	<b>Calculated Score</b>
Residential and Commercial Collection	0		0.0
Streets and Public Facility Cleaning	0		0.0
Public Information	0		0.0
Industrial Waste Collection	0		0.0
Score for Step 2(d)			0.0
Note: must score minimum of 35 out of 50 possible points			

**NAME OF CONTRACTOR:**

**Solid Waste Management and Cleaning Services  
Technical Evaluation Form - Facilities & Equipment**

**Name of Evaluator:**

Technical Reference	Criteria	Enter Numerical Score (0,1,or 2)	Enter Criteria Weight (1,2,or 3)	Input Not Required (Calculated Score)
<b>Residential and Commercial Waste Collection Service</b>				
2.1.1	Equipment Manufacturer Literature			
3.1.1	Equipment Age			
3.1.1	Equipment Quality			
2.1.2	Schedule for Existing Facility Rehabilitation			
3.1.3	Collection Vehicle Cargo Area Integrity			
3.1.4	Collection Vehicles without Hydraulic Compaction			
3.1.5	Collection Vehicles with Hydraulic Compaction			
3.2.3.1	Roll-out Cart Technical Specifications			
3.2.4.1	WPS Bin Technical Specifications			
	Weighted Score			0
	Possible Weighted Score			0
	Service Score			0%
<b>Streets and Public Facility Cleaning Service</b>				
2.1.1	Equipment Manufacturer Literature			
3.1.1	Equipment Age			
3.1.1	Equipment Quality			
3.1.3	Mechanical Street Swweeping Equipment			
3.2.2	Litter Baskets			
3.3.2	Manual Sweeper Carts			
3.4.2	Manual Sweeper Tools and Equipment			
3.5.1	Washing Equipment			
3.5.2	Cleaning Solution			
	Weighted Score			0
	Possible Weighted Score			0
	Service Score			0%
<b>Industrial Waste Collection Service</b>				
2.1.1	Equipment Manufacturer Literature			
2.1.1	Equipment Quality			
3.1.2	Container Integrity			
3.2.3	Industrial Waste Bins			
	Weighted Score			0
	Possible Weighted Score			0
	Service Score			0%
<b>Service</b>		<b>Calculated Value (Total Service Score)</b>	<b>Service Weight (Must Total 20)</b>	<b>Calculated Value (Total Score)</b>
Residential and Commercial Collection		0%		0.0
Streets and Public Cleaning		0%		0.0
Industrial Waste Collection		0%		0.0
Score for Step 2(c)				0.0
Note: must score minimum of 15 out of 20 possible points				

**Signature of Evaluator:**

**NAME OF CONTRACTOR:**

**Solid Waste Management and Cleaning Services  
Technical Evaluation Form - Key Personnel**

**Name of Evaluator:**

<b>Technical Reference</b>	<b>Enter Numerical Score (0,1,or 2)</b>	<b>Enter Criteria Weight (1,2,or 3)</b>	<b>Input Not Required (Calculated Score)</b>
<b>Proposed Resident Manager</b>			
Job Description Provided			
Completeness of CV			
Qualifications of Individual			
Signed Commitment Letter			
Weighted Score			0
Possible Weighted Score			0
Resident Manager Score			0%
<b>Other Key Personnel</b>			
Job Descriptions Provided			
Completeness of CVs			
Qualifications of Individuals			
Signed Commitment Letters			
Weighted Score			0
Possible Weighted Score			0
Service Score			0%
<b>Staffing Plan</b>			
Staffing Plan Quality/Detail			
Staffing Levels			
Appropriate Work Assignments			
Weighted Score			0
Possible Weighted Score			0
Service Score			0%
<b>Personnel Category</b>	<b>Personnel Category Score</b>	<b>Category Weight (Total must = 15)</b>	<b>Score</b>
Proposed Resident Manager	0%		0.0
Other Key Personnel	0%		0.0
Staffing Plan	0%		0.0
Score for Step 2(b)			0.0
Note: must score minimum of 10 out of 15 possible points			

**Signature of Evaluator:**

**NAME OF CONTRACTOR:**

<p><b>Solid Waste Management and Cleaning Services</b>  <b>Technical Evaluation Form - Overall Quality</b></p> <p><b>Name of Evaluator:</b></p>
---

<b>Technical Reference</b>	<b>Enter Numerical Score (0,1,or 2)</b>	<b>Enter Criteria Weight (1,2,or 3)</b>	<b>Input Not Required (Calculated Score)</b>
Level of Detail			
Comprehension			
Clarity			
Appropriate to Requirements			
Overall Quality			
Weighted Score			0
Possible Weighted Score			0
Quality Score			0%
Score for Step 2(a)			0.0
Note: must score minimum of 10 out of 15 possible points			

**Signature of Evaluator:**

**SUMMARY OF EVALUATION RESULTS**

<b>Evaluation Category</b>	<b>Score</b>	<b>Required Passing Score</b>	<b>Automatic Determination</b>
Overall Quality	0.0	10	<b>Failed</b>
Personnel	0.0	10	<b>Failed</b>
Equipment and Facilities	0.0	15	<b>Failed</b>
Work Plan	0.0	35	<b>Failed</b>
<b>Total</b>	<b>0.0</b>	<b>70</b>	<b>Failed</b>

## **Appendix B – Financial Bid Tabulation Forms**

**SOUTHERN ZONE  
SOLID WASTE MANAGEMENT AND CLEANING SERVICES**

**Bid Tabulation Summary**

**ANNUAL PRICE SCHEDULE**

	CONTRACTOR	CONTRACTOR	CONTRACTOR	CONTRACTOR
SERVICE	ANNUAL PRICE	ANNUAL PRICE	ANNUAL PRICE	ANNUAL PRICE
<b>ARTICLE 1: RESIDENTIAL AND COMMERCIAL COLLECTION</b>				
"DWELLING TO DWELLING" COLLECTION SERVICES				
"BUILDING TO BUILDING" COLLECTION SERVICES				
"WASTE POOLING SITE" COLLECTION SERVICES				
"LARGE COMMERCIAL GENERATOR" COLLECTION SERVICES				
<b>ARTICLE 2: STREET AND PUBLIC FACILITY CLEANING</b>				
MECHANICAL SWEEPING OF PRIMARY STREETS				
MANUAL SWEEPING OF PRIMARY STREETS				
MANUAL SWEEPING OF UNPAVED STREETS AND ALLEYS				
LITTER COLLECTION FROM PUBLIC AREAS				
LITTER BASKET SERVICE				
PUBLIC STRUCTURE WASHING				
<b>ARTICLE 3: INDUSTRIAL WASTE MANAGEMENT SERVICES</b>				
<b>ARTICLE 4: PUBLIC INFORMATION SERVICES</b>				
<b>TOTAL ANNUAL PRICE</b>				

**SOUTHERN ZONE  
SOLID WASTE MANAGEMENT AND CLEANING SERVICES**

**Bid Tabulation Summary**

CONTRACTOR

CONTRACTOR

CONTRACTOR

CONTRACTOR

**PAYMENT ADJUSTMENT SCHEDULE**

SERVICE REQUIREMENT	UNIT PAYMENT ADJUSTMENT FACTOR	UNITS
<b>ARTICLE 2: STREET CLEANING</b>		
MECHANICAL SWEEPING OF PRIMARY STREETS		CURB / KM / YEAR
MANUAL SWEEPING OF PRIMARY STREETS		CURB / KM / YEAR
MANUAL SWEEPING OF UNPAVED STREETS AND ALLEYWAYS		SQUARE METERS PER YEAR
LITTER COLLECTION FROM PUBLIC AREAS		SQUARE METERS PER YEAR
LITTER BASKET SERVICE		LITTER BASKET / YEAR

UNITBBB PAYMENT ADJUSTMENT FACTOR

UNIT PAYMENT ADJUSTMENT FACTOR

UNIT PAYMENT ADJUSTMENT FACTOR