

UCEP Bangladesh

Technical Evaluation Criteria

Name of Work: Renovation Work of MTB-UCEP Skills Training Institute (MUSTI) Project Building, Mymensingh.

Contractor Evaluation Process:

The evaluation process for selecting the contractor shall be conducted in the following stages:

- a. Technical Evaluation b. Financial Evaluation

a. Technical Evaluation Criteria

The Technical Evaluation Committee of UCEP Bangladesh shall rigorously assess all documents submitted by contractors for technical evaluation and scoring purposes. Contractors are required to submit photocopies of all relevant documents. At any stage of the tendering process, UCEP Bangladesh reserves the right to request original documents for verification, which the contractor must provide upon demand.

The criteria for technical evaluation and their respective scores are as follows:

1. Company Profile (2.5 x 4 = 10 Points)

- Submission of all legal documents (BIN, TIN, Updated Tax Return Copy etc)
- List of completed projects, including project duration and contract value
- List of personnel, indicating designation, educational qualifications, and years of experience
- List of equipment, specifying capacity, year of purchase, and other relevant specifications

2. Enlistment (5 x 2 = 10 Points)

- Enlistment with any Government or Non-Government organizations
- Enlistment with Government Bank/Private Bank
- Enlistment with international authorities or bodies

3. Completed Similar Projects in the Past Five Years (2 x 5 = 10 Points)

- Documentation of projects or works of a similar nature (Interior/Decoration) completed within the past five years specially in the banking sector
- Each completed project/work should have a minimum value of BDT 20 Lakh or above

4. Bank Solvency Certificates and Bank Statements (2 x 5 = 10 Points)

- Bank Solvency Certificates
- Bank Statements


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5. Relevant Work Experience and Completion Certificates (5 x 2 = 10 Points)

- Certificates evidencing relevant work experience or completion of works (minimum two building renovation projects)
- Relevant work orders, Memoranda of Understanding (MoUs), agreements, etc., for the similar projects

6. All Past Work Orders and Experience Certificates for Any Type of Projects (5 x 2 = 10 Points)

- Documentation of all past and ongoing projects/works (work orders, experience certificates, contract documents, etc.)
- Professional certificates of the company or its employees

Total Technical Score: 10 x 6 = 60 Points

During the technical evaluation, compliance, adequacy, and authenticity of the documentary evidence submitted for fulfilling the qualification criteria outlined in the technical evaluation section of the tender document shall be preliminarily scrutinized before proceeding to the financial evaluation stage.

b. Financial Evaluation Criteria

Only the financial proposals of construction contractors who qualify technically shall be considered for financial evaluation. The final decision on contractor selection shall be made by the Procurement Committee or UCEP Management based on both the technical evaluation scores and the financial proposals.

Participating contractors are required to submit their technical and financial proposals in two separate sealed envelopes. **Envelope-1** shall contain the Technical Offer, while **Envelope-2** shall contain the Financial Offer. Both envelopes shall be carefully examined by the Committee. All responsive tenders shall be compared to determine the lowest evaluated bid.


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