

	Quality Assurance Tender Evaluation Form	

ENQUIRY NO	
NAME OF BUYER	
NAME OF PM	
PROJECT	
SCOPE	

CONTRACTOR/SUPPLIER	
Name and Details	

PURPOSE	To assess whether the above-mentioned supplier/s submitted the required quality documentation as specified in the Enquiry referenced above, and that such quality documentation complies with the specified requirements.
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2.3 EVALUATION CRITERIA

QUALITATIVE EVALUATION CRITERIA		
DOCUMENT REQUIREMENTS	WEIGHT AND SCORE % RESULT	
	Weight	
Provide a quality control plan to ensure Quality of Products supplied.	50%	
Provide a Resource Management plan to ensure sufficient resources are available to execute the work.	30%	
Corrective action plan to correct defective products	20%	
	100%	

Score	Percentage	Description
5	100%	Meets Employer's Requirements: no errors, risks, weaknesses or omissions.
4	80%	Meets Employer's Requirements with qualifications. Some qualifications required from tenderer to eliminate the errors, risks, weaknesses and omissions.
3	60%	Marginally does not meet Employer's Requirements: some minor errors, risks, weaknesses or omissions which can be corrected or overcome with negotiation and minor cost impact.
2	40%	Substantially does not meet Employer's Requirements: many errors, risks, weaknesses which may be difficult to be correct or overcome and make acceptable.
1	20%	No achievement of Employer's Requirements: existence of numerous errors, risks, weaknesses or omissions which cannot be corrected.
0	0%	Totally deficient / non-responsive*

QUALITY ASSURANCE EVALUATOR		
Name	Signature	Date