

APPENDIX 2
QUALIFICATION REQUIREMENTS AND EVALUATION CRITERIA

The Proposal must include information in sufficient scope and detail to allow UNIDO to consider whether your company/organization has the necessary capability, experience, knowledge, expertise, financial strength, and the required capacity to supply the goods specified satisfactorily. Failure to furnish all information required by this RFP or submission of a bid not substantially responsive to the RFP in every respect will be at the bidder's risk and may result in the rejection of its Proposal.

A. QUALIFICATION REQUIREMENTS

The bidders must fulfil UNIDO qualification requirements in order to qualify for the evaluation and to be further considered for a contract. Review of the qualifications of the bidders shall constitute an integral part of the technical and commercial evaluation.

1. OPERATIONAL

Certificate of Incorporation

The bidder must be registered as a legal entity authorized to enter into contracts for provision of services/works and supply. As a proof, the bidder should provide a certified copy of their Certificate of Incorporation or other documents setting forth the legal basis of the company.

Licenses /Authorizations

The bidder must provide a copy of relevant licenses and/or authorizations, where and if applicable enabling the company to perform the required services/work of the category of the services/work required under the RFP.

Statement of Confirmation

The bidder must provided a filled and signed Appendix 8 - Statement of Confirmation. Non-compliance with any of the mandatory statements and confirmations will result in the rejection of the bidder's Proposal.

2. EXPERIENCE

Years in Business

The bidder must have been in operation for an uninterrupted period of at least five (5) years immediately prior to submission of its Proposal;

3. FINANCIAL

Required Financial Information

The bidder shall provide a certified copy of their Financial Statements for the last three (3) years of business as well as a certified copy of Appendix 6 - UNIDO Financial Statement and Certification form. In addition, information regarding all claims, arbitration and other pending legal action shall be also provided.

Financial Qualification Requirements

The following basic commercial qualification requirements shall be met by the supplier(s):

Profitability

Profit Margin Ratio should be positive.

Solvency Ratio

A minimum solvency ratio (ratio of current assets to current liabilities) should be preferably more than 1.

Turnover

The average annual turnover for the past 3 years should be approximately two times the amount of the proposed contract.

B. EVALUATION CRITERIA

The bids will be evaluated against the following technical and commercial evaluation criteria:

1. TECHNICAL

Compliance with the tender documentation and its requirements is obligatory. The proposal will be evaluated according to the criteria given in the below table.

The offers which achieve the minimum technical score of 75 points will be considered as technically acceptable.

Evaluation criteria	Maximum Score	Requirements
Completeness and quality of technical specifications	5	Provide detailed technical specifications
Conformity of equipment to required capacity of equipment (capacity to dispose of ODS (CFC and HCFC) and accumulated materials containing POPs / PCBs at a minimum rate of 100 kg per hour)	20	Confirm required capacity of equipment
Conformity of equipment with required operating parameters and conditions (operating temperature of 850°C - 1300°C for primary combustion, 1200°C for secondary combustion, minimum residence time of 2 seconds and annual operating time of 8000 hours)	20	Indicate compliance with required operating parameters and conditions
Conformity to relevant international and national norms and standards, safety requirements and environmental requirements	15	Indicate compliance of equipment to required international and national norms and standards

Conformity to required delivery terms (DAP Incoterms (2020) to Dubrovka village, Chechersk district, Gomel region, Belarus)	5	Indicate compliance with required delivery terms including the required shipment timeline
Provision of technical support, i.e. installation and training	10	Outline planned actions to support installation and training of personnel on the operation of the equipment
Provision of manuals and documents	5	Indicate operating and maintenance manuals which will be provided
Warranty terms with regard to the system, its maintenance and spare parts	5	Provide detailed warranty terms
Proven track record of commercial operation in the field of hazardous waste management	5	Indicate experience on similar supplies by providing project references
Qualification and experience of proposed key personnel	5	Provide list of key personnel, including the CVs with relevant qualifications
Language requirements	5	Indicate compliance with language requirements
Total:	100	

2. COMMERCIAL

Total Cost

Total price and prices per items as per cost breakdown required in Appendix 4 (Commercial Bid Form) of the RFP documents based on requirements indicated in the Terms of Reference (Appendix 1).

Note: Prices for equipment, parts and supplies shall be quoted DAP (INCOTERMS 2020), Dubrovka village, Chechersk district, Gomel region, Belarus, including insurance unloading.

Agreement to the UNIDO contractual terms and conditions

Acceptance of UNIDO's Model Contract and General Conditions of Contract.

Agreement to UNIDO payment terms and conditions

Acceptance of UNIDO payment terms of 30 days after receipt of Invoice and acceptance of the goods/services provided.

Offer Validity

Confirmation that offer is valid for at least 180 days.