## Annex 9 to the Procurement Conditions ‘Criteria and Conditions for Evaluation of Tender Bids’

**CRITERIA AND CONDITIONS FOR EVALUATION OF TENDER BIDS**

1. The Contracting Authority shall select the most economically advantageous tender bid with reference to the price and the criteria relating to the Procurement object in accordance with the evaluation procedure set out in this Annex.
2. The price of the Procurement object specified in the tender bid shall be considered abnormally low if it appears to be abnormally low, and, in all cases, it shall be considered abnormally low if it is by 30% or more below the arithmetical average of the price offered by all the tenderers whose tender bids have not been rejected for other reasons and whose bidding price does not exceed the funds allocated for the procurement, which are determined and documented by the Contracting Authority before the start of the Procurement procedure.
3. Tender bids shall be ranked in decreasing order of economic advantage. In cases when the economic advantage of tender bids of several tenderers is the same, the tenderer with the earliest bid shall be ranked first in the ranking of tender bids.
4. Criteria for evaluation of tender bids:

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| --- | --- | --- | --- | --- |
| **Procurement object lot No 4** **(ESPBI IS audit trail software, configuration and programming services)** | | | | |
| **No** | **Evaluation criterion/description** | **Scoring procedure** | **Weighting/Maximum number of points scored** | **Documents/information accompanying the tender bid** |
|  | **Price** | | **81** | Tender bid template (Annex 5 to the Procurement Conditions) |
|  | **Criterion 1: Additional experience of the audit trail specialist proposed by the tenderer** | | | |
| **Additional experience of the audit trail specialist**[[1]](#footnote-2) **proposed by the Provider:**  Over the past 7 years, the professional must have at least 2 years of additional experience (excluding qualifications) in the implementation of an audit trail functionality solution(s) for information systems. | The tenderer shall score the maximum number of points when it proposes a specialist who has the specified additional experience proved by the **testimonial from the customer (Annex 16 to the Special Conditions of Procurement)** provided by the tenderer to prove conformity of the qualification to the qualification requirements set out in the Procurement Conditions[[2]](#footnote-3).  **NOTE:** This criterion must be met by the tenderer or at least one member of the group of economic operators if the specialist of a member of this group of economic operators is going in fact to provide Services under the Contract. The tenderer may also involve another economic operator to comply with this criterion; however, this is possible only in case the Services under the Contract are provided in fact by the specialist of the economic operator involved. If, to comply with this criterion, the tenderer provides: 1) documents of the sub-provider involved; or 2) documents of the economic operator whose qualification it does not rely on, or 3) documents of the economic operator whose qualification it relies on, or documents of a member of the group of economic operators but the specialist of these economic operators will not be responsible for the performance of the Contract and/or will not actually provide Services under the Contract, then they will score 0 points. | **5** | 1. Tender bid template (Annex 5 to the Procurement Conditions) 2. List of specialists and a certificate of conformity to qualitative evaluation criteria (Annex 15 to the Procurement Conditions) 3. Testimonial from the customer (Annex 16 to the Procurement Conditions) |
|  | **Criterion 2: Additional experience of the information systems analyst proposed by the tenderer** | | | |
| **Additional experience of the information systems analyst proposed by the Provider.**  Over the past 5 years, a project/contract in which the processes and/or requirements of healthcare sector information systems were analysed. | The tenderer shall score the maximum number of points when it proposes a specialist who has the specified additional experience proved by the **testimonial from the customer (Annex 16 to the Special Conditions of Procurement)** provided by the tenderer to prove conformity of the qualification to the qualification requirements set out in the Procurement Conditions[[3]](#footnote-4).  **NOTE:** This criterion must be met by the tenderer or at least one member of the group of economic operators if the specialist of a member of this group of economic operators is going in fact to provide Services under the Contract. The tenderer may also involve another economic operator to comply with this criterion; however, this is possible only in case the Services under the Contract are provided in fact by the specialist of the economic operator involved. If, to comply with this criterion, the tenderer provides: 1) documents of the sub-provider involved; or 2) documents of the economic operator whose qualification it does not rely on, or 3) documents of the economic operator whose qualification it relies on, or documents of a member of the group of economic operators but the specialist of these economic operators will not be responsible for the performance of the Contract and/or will not actually provide Services under the Contract, then they will score 0 points. | **10** | 1. Tender bid template (Annex 5 to the Procurement Conditions) 2. List of specialists and a certificate of conformity to qualitative evaluation criteria (Annex 15 to the Procurement Conditions) 3. Testimonial from the customer (Annex 16 to the Procurement Conditions) |
|  | **Criterion 3: Qualification of the project manager proposed by the tenderer** | | | |
|  | **Internationally recognised qualification of the project manager**[[4]](#footnote-5)**.**  The project manager proposed by the tenderer [shall have](#_ftn1) an [internationally](" \l "_ftn1) recognised project management qualification, as evidenced by one of the following documents:  (a) PMI Project Management Professional (PMP) certification or equivalent);  (b) PRINCE2 Practitioner certificate or equivalent;  c) CompTIA Project+ certificate or equivalent;  (d) IPMA C certificate or equivalent.  **NOTES:**  1.Equivalent certificate (or document) shall be:   * A certificate (or other document) of a higher level (than the specified one) and issued by the same body; * A certificate (or other document) attesting to an internationally recognised qualification in project management obtained on completion of a relevant training programme, including the passing of an identity test.   2. Evidence of completion of courses, seminars, training programmes alone is not considered equivalent to certificates/documents of internationally recognised qualifications. | The tenderer who has submitted the eligible document proving the qualification of the proposed specialist will score a maximum number of points.  **NOTE:** This criterion must be met by the tenderer or at least one member of the group of economic operators if the specialist of a member of this group of economic operators is going in fact to provide Services under the Contract. The tenderer may also involve another economic operator to comply with this criterion; however, this is possible only in case the Services under the Contract are provided in fact by the specialist of the economic operator involved. If, to comply with this criterion, the tenderer provides: 1) documents of the sub-provider involved; or 2) documents of the economic operator whose qualification it does not rely on, or 3) documents of the economic operator whose qualification it relies on, or documents of a member of the group of economic operators but the specialist of these economic operators will not be responsible for the performance of the Contract and/or will not actually provide Services under the Contract, then they will score 0 points. | **4** | 1. Tender bid template (Annex 5 to the Procurement Conditions) 2. List of specialists and a certificate of conformity to qualitative evaluation criteria (Annex 15 to the Procurement Conditions) 3. Document certifying the qualification of the proposed specialist |
| **NOTES:**  1) The development of information system shall be considered to include the creation of a new information system or a new register, or the upgrading/development/expansion of an existing information system or an existing register when it is necessary to create new functionalities of the information system or register, or to replace the information processing processes implemented, except for the maintenance and support of the information system or register, which includes only the correction of errors and the elimination of malfunctions;  2) The Contract/project may have commenced earlier than 5 or 7 years ago (subject to a specific requirement) with reference to the deadline for submission of tender bids; however, the completion date of the contract/project must fall within the specified period of 5 or 7 years (subject to a specific requirement) preceding the deadline for submission of tenders. | | | | |

1. The economic advantage shall be calculated using a spreadsheet prepared by the Public Procurement Office and partially completed by the Contracting Authority in accordance with the Procurement documents (formula: Telgen (absolute)) (the calculator is attached). According to this formula, a tender bid with the highest score shall be recognised as a winning bid. Tender bids where prices exceed PSetMax, shall score negative point with reference to the price. If the bidding price is equal to PSetMax, then the tender bid shall score 0 points, whereas tender bids with the prices approaching PSetMin shall score the higher positive point accordingly. Regarding the tender bids where the bidding price is lower than PSetMin, the score given shall exceed weighting. The Contracting Authority shall establish that PsetMin is equal to 0, and PsetMax is equal to the planned value of the procurement in EUR including VAT.
2. Tender bids shall be evaluated in euro. If tender bid prices or fees are quoted in foreign currency, they shall be converted into euro according to the euro foreign exchange reference rates published by the European Central Bank. In cases where the European Central Bank does not publish the euro foreign exchange reference rates, they shall be converted into euro according to the euro and foreign exchange reference rate set and published by the Bank of Lithuania on the last day for the submission of tender bids.

1. The specialist specified **must be the same person** whom the tenderer involves (or will involve) to prove conformity of the qualification with the qualification requirements set out in the Procurement Conditions. [↑](#footnote-ref-2)
2. If the tenderer refers to the same contract to conform to the qualification requirements and to prove additional experience, such a contract shall not be considered as a proof of additional experience and no economic advantage points shall be awarded. [↑](#footnote-ref-3)
3. If the tenderer refers to the same contract to conform to the qualification requirements and to prove additional experience, such a contract shall not be considered as a proof of additional experience and no economic advantage points shall be awarded. [↑](#footnote-ref-4)
4. The specialist specified **must be the same person** whom the tenderer involves (or will involve) to prove conformity of the qualification with the qualification requirements set out in the Procurement Conditions. [↑](#footnote-ref-5)