

EVALUATION CRITERIA

Harbour Development Design Work

Evaluation Method	Price + Professional Experience + Duration
Total Marks	100
Status	Draft criteria based only on information currently provided

1. Evaluation Structure

Criterion	Weight	Maximum Marks	Evaluation Basis
Price	70%	70	Evaluated proposal price
Experience	25%	25	Qualifications and experience of the proposed professional team
Duration	5%	5	Proposed completion period, subject to being realistic and technically acceptable

2. Professional Team to be Evaluated

The following professional positions are to be considered under the Experience component. The total available score for Experience is 25 marks.

Professional Position	Information Provided	Recommended Maximum Marks	Status of Criterion
Urban Planner	Master's level qualification receives more points	5	Given principle; scoring bands recommended below
Surveyor	8 years and above experience receives more points	5	Given principle; scoring bands recommended below
Structural Engineer	5 years and above experience receives more points	3.75	Given principle; scoring bands recommended below
Architect	5 years and above experience receives more points	3.75	Given principle; scoring bands recommended below
Professional Position	Information Provided	Recommended Maximum Marks	Status of Criterion
Quantity Surveyor	No experience threshold provided	3.75	Interim recommended scoring only
Electrical Engineer	No experience threshold provided	3.75	Interim recommended scoring only

3. Experience Evaluation - 25 Marks

The following detailed scoring bands are recommended to make the 25-mark Experience component measurable and consistent. Documentary evidence should be provided through CVs, certificates, licences/registrations where applicable, and evidence of relevant assignments.

3.1 Urban Planner - Maximum 5.0 Marks

Evidence / Level	Marks	Recommended Evaluation
Relevant Master's degree or higher	5	Full marks, reflecting the stated preference for Master level.
Relevant Bachelor's degree or equivalent professional qualification	3.75	Partial marks if otherwise suitable for the assignment.
Required qualification not demonstrated	0	No marks until acceptable evidence is provided.

3.2 Surveyor - Maximum 5.0 Marks

Relevant Experience	Marks	Recommended Evaluation
8 years or more	5	Full marks, matching the stated higher-point threshold.
5 to less than 8 years	3.75	Good relevant experience.
3 to less than 5 years	2	Moderate relevant experience.
Less than 3 years / not demonstrated	1 / 0.0	Limited experience; zero if evidence is not provided.

3.3 Structural Engineer - Maximum 3.75 Marks

Relevant Experience	Marks	Recommended Evaluation
5 years or more	3.75	Full marks, matching the stated higher-point threshold.
3 to less than 5 years	2	Moderate to good relevant experience.
1 to less than 3 years	1	Limited relevant experience.
Not demonstrated	0	No marks.

3.4 Architect - Maximum 3.75 Marks

Relevant Experience	Marks	Recommended Evaluation
5 years or more	3.75	Full marks, matching the stated higher-point threshold.
3 to less than 5 years	2	Moderate to good relevant experience.
1 to less than 3 years	1	Limited relevant experience.
Not demonstrated	0	No marks.

3.5 Quantity Surveyor - Maximum 3.75 Marks

No specific experience threshold was provided. The following is an interim recommended method based on the requirement for BOQ/cost-related work in the scope.

Evidence	Marks	Recommended Evaluation
Evidence	Marks	Recommended Evaluation
Relevant qualification plus strong demonstrated BOQ/cost estimation experience	3.75	Full marks.
Relevant qualification plus moderate demonstrated experience	2	Partial marks.
Relevant qualification but limited relevant experience	1	Limited marks.

Qualification/experience not demonstrated	0	No marks.
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3.6 Electrical Engineer - Maximum 3.75 Marks

No specific experience threshold was provided. The following is an interim recommended method based on the lighting and electrical extension-point requirements in the scope.

Evidence	Marks	Recommended Evaluation
Relevant qualification plus strong demonstrated electrical/lighting design experience	3.75	Full marks.
Relevant qualification plus moderate demonstrated experience	2	Partial marks.
Relevant qualification but limited relevant experience	1	Limited marks.
Qualification/experience not demonstrated	0	No marks.

4. Price Evaluation - 70 Marks

Price carries the highest weighting and therefore has the greatest influence on the final ranking.

Recommended formula: Price Score = (Lowest Acceptable Evaluated Price / Bidder's Evaluated Price) x 70

- The lowest acceptable evaluated price receives the full 70 marks.
- Higher-priced acceptable proposals receive proportionately fewer marks.
- Prices should first be checked for arithmetic errors, exclusions, qualifications, and whether all required work is covered.
- A price that appears abnormally low should be clarified before final scoring if there is concern that the full scope cannot be delivered at that price.

5. Duration Evaluation - 5 Marks

Duration should reward efficient delivery without encouraging unrealistic programmes that could affect design quality or completeness.

Recommended formula: Duration Score = (Shortest Technically Acceptable Duration / Bidder's Technically Acceptable Duration) x 5

- Before applying the formula, the proposed duration should be checked against the full scope in General information part 2 of bid document.
- A proposal should not receive an advantage merely because it states an unrealistically short duration.
- If a proposed duration is not credible, the evaluator should seek clarification or treat it as technically unacceptable in accordance with the procurement rules being used.
- The same time unit must be used for all bidders, such as calendar days or weeks.

6. Recommended Minimum Submission Requirements

These are recommended administrative/technical checks before the numerical scoring is applied. They are not stated in the bid document, should therefore be adopted only if the procuring entity agrees.

- Financial proposal with a clear total price.
- Proposed completion duration.
- Named professional team covering the six listed positions.
- CVs and qualification certificates for the proposed professionals.
- Evidence supporting claimed years of experience.
- Confirmation that the proposal covers the complete design scope described in bid document.

7. Final Score and Ranking

Final Score: Price Score + Experience Score + Duration Score = Maximum 100 Marks

The bidder with the highest total score should normally be ranked first, subject to meeting all mandatory/eligibility requirements and any required clarifications.

Bidder	Price Score /70	Experience /25	Duration /5	Total /100	Rank	Remarks

8. Evaluation Notes

- The specified overall weighting of 70% Price, 25% Experience, and 5% Duration has been retained exactly as provided.
- The professional team and experience thresholds provided have been used without adding unconfirmed mandatory degree or licensing requirements.
- The detailed scoring bands for Quantity Surveyor and Electrical Engineer are interim recommendations because no specific threshold was provided for those positions.
- The Price and Duration formulas are recommended methods designed to provide consistent numerical scoring.
- Any procurement-law, council, eligibility, registration, tax, bid-security, or similar administrative requirements have not been included because no such information was provided.