

Tender Submission Evaluation Checklist

Residential

Completed by	Lean Hellewell
Date completed	20/09/2024

Evaluation Criteria	Complied?	Reasons for non-compliance of corresponding criteria
Category 1: Product Purchases		
1. Price	☒ YES ☐ NO	
2. Quality	☒ YES ☐ NO	
3. Capacity to deliver	☒ YES ☐ NO	
4. Others as deemed appropriate	☒ YES ☐ NO	

Evaluation Criteria		Complied?	Reasons for non-compliance of corresponding criteria
Category 2: Service Provision			
1. Price		☒ YES ☐ NO	
2. Relevant experience		☒ YES ☐ NO	
3. Methodology		☒ YES ☐ NO	
4. Capacity to deliver		☒ YES ☐ NO	
5. Others as deemed appropriate		☒ YES ☐ NO	
Category 3: Alignment with reference documents			
1. Scope of work		☒ YES ☐ NO	
2. Project risks		☒ YES ☐ NO	
3. Details of tenderer		☒ YES ☐ NO	
4. Tender schedules		☒ YES ☐ NO	
5. Preliminary design solutions		☒ YES ☐ NO	
6. Previous performance of tenderer		☒ YES ☐ NO	
7. Program		☒ YES ☐ NO	
8. Tenderer's security and insurance details		☒ YES ☐ NO	

Evaluation Criteria	Complied?	Reasons for non-compliance of corresponding criteria
Category 4: Alignment with submission criteria		
1. Terms and phrases used in the tender documentation have consistent meaning	☒ YES ☐ NO	
2. Documents are arranged/ordered accordingly	☒ YES ☐ NO	
3. Information (e.g. text and graphics) are formatted accordingly	☒ YES ☐ NO	

