


 <b>GOVERNMENT OF DUBAI</b>	<b>Organization Unit : Contracts &amp; Purchasing Department - Supplier Relations Management Section</b>		الوحدة التنظيمية : إدارة العقود و المشتريات - قسم إدارة علاقات الموردين	 <b>DUBAI MUNICIPALITY</b>	
	<b>Form Sheet Title:</b>	تقييم الاستشاريين-1 - <b>Consultants Evaluation -1</b>			<b>أسم النموذج :</b>
	<b>Doc Ref:</b>	DM-C&PD-P5-B-F 02			<b>رقم النموذج :</b>

<b>Company Name :</b>  <b>Telephone:</b>  <b>Fax:</b>	<b>Department Name:</b>
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<b>EVALUATION BY CONCERNED DEPARTMENT</b>
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Pre-Contract Services				Post-Contract Services			
Item	Description	Criteria weight	Score	Item	Description	Criteria weight	Score
1.1	organization& Administrative Capability(Consultant Staff Efficiency Qualifications Diversity of Experiences&a Variety of Specialities	10		1.11	Efficiency of the working group of the consultant commensurate with the requirements fo the project /contract	10	
1.2	Compliance consultant fo provide the drawing and the adoptin of modern methods of design within the period of time before the final propriatino	15		1.12	The ability of the technical team to study the contract documents & applying the value engineering methods during the implementation period to reduce the cost fo the project	10	
1.3	The responsiveness and flexibility of the consultan to make adjustments to the desing before the final appropriation	10		1.13	The ability of the consultant to review and scrutiny and approval of doucments	10	
1.4	The consultan must be sure of the validity of the site conditions and suitability of the proposed design	10		1.14	The ability of the consultant to review and scrutiny and approval fo documents submitted by the contract and without delay	10	
1.5	Compliance consultant to provide desing within the budget agreed upon,and using the value engineering methods	15		1.15	The ability of the consultant to follow up and carry out the work according to the contract , including the availability of quality,safety and environmental conservation in site	10	
1.6	Innovation&quality fo desing work without errors & provide desing services&documentation consistent	10		1.16	The ability of the consultant to review and audit work program and follow up applicatino,and the commitment to complete the project within the time specified	15	
1.7	The accuracy of the consultant to provide,drawing in details and outlines of the design	10		1.17	The ability of the consultant to manage the meeting and follow up to the contractor in the implementation fo its recommendations according to the terms of the contract	10	
1.8	Compliance consultant to provide full design documents for all phaases fo the project according to contract terms	10		1.18	The ability of the consultnat to coordinate with external parties and the delivery of services in timely manner	10	
1.9	The applicability and compliance the consultant to rules and regulations	5		1.19	The ability of the consultant to study & analysis the financial claims & reduce the variation orders and control it	10	
1.10	The consultant commitment of attendance at meeting and implementation of the recommendations	5		1.2	The existence of administrative and technical support by the consultant Office to the supervision team in the project	5	

SUB TOTAL (A) 0 out of

<b>EVALUATION BY CONTRACTS &amp; PURCHASING DEPARTMENTS</b>
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Item	Description	Score	Criteria weight
2.1	Quality of the tender Documents Preparation, & Tender analysis report according to QS unit standard	0	5
2.2	Measurement Procedures & the efficiency to check Payments & submitted to DM without delay	0	5
2.3	level of variation on site due to consultants design ( variation order )	0	5
2.4	Claims analysis & Statement of completion & final account	0	5

SUB TOTAL (B)					0		
FINAL GRADE (A+B)		0		ضعيف			
Head of Supplier Relation Management Section Approval							

A	B	C	D
100 - 90	80 - 89	70 - 79	0 - 69

#### Revision Log

Description of Change	Date Issued	Revision Level
New Release	11/10/2012	1