



To all prospective Bidders

Reference: RFP_006/2016 - REQUEST FOR PROPOSALS LEASING OF PREMISES FOR OFFICE SPACE

Subject: - Clarification Number 1

Reference is made to the above-mentioned public call for tenders for which the deadline for submission of offers is 12th August 2016 at 10.00 hrs. Hereunder please find clarification which is construed to form an integral part of the Quotation Document:

Clause 7.2 on page 16 should read as follows:

7.2 Technical Evaluation

At this step of the evaluation process, the Evaluation Committee will analyse the administratively-compliant bids' technical conformity in relation to the expected minimum requirements; finish & equipment as per clause 2.1 of the RFP document, the preferable location as per clause 2.2 of the RFP Document and the documentation requested by the Contracting Authority as per clause 4 of the RFP document.

In order to carry out the Technical Evaluation the Authority shall have the right to visit the building/proposed premises during the evaluation period (upon respective appointment with the prospective lessor).

The Authority may invite bidders to supplement or clarify the documents they submit.

When evaluating technical offers, each evaluator awards each offer a score out of a maximum 100 points in accordance with the criteria and any sub-criteria as outlined in the Technical Compliance Evaluation Grid – Appendix 4 to the RFP. The aggregate final score is arrived at by calculating the arithmetical average of the individual final score of each evaluator.

Only bids/proposals with average scores of at least **70 points** will qualify for the financial evaluation.

Out of the bids/proposals reaching the 70 Point threshold, the best technical offer is awarded 100 points. The others receive points calculated using the following formula:

$$\text{Technical score} = \frac{\text{final score of the technical offer in question} \times 100}{\text{final score of the best technical offer}}$$