



# EVALUATION REPORT

**PARTNERSHIP  
WITHOUT BORDERS**

Co-financed by the  
European Union



Hungary-Slovakia-Romania-Ukraine ENI CBC Programme 2014-2020

[www.HUSKROUA-CBC.EU](http://www.HUSKROUA-CBC.EU)  
[www.facebook.com/huskroua.cbc](https://www.facebook.com/huskroua.cbc)

**Project:** “Valorisation of the historical and cultural heritage through the development and promotion of the Carpathian Cultural Route”  
**Project ID:** HUSKROUA/1901/3.1/0005

## **PUBLICATION REF: 4.8.1 Cultural and tourism expertise**

### **Servicii de tip expert în turism**

**Maximum budget: 8,924.00 EURO, VAT is not included**

**Contents:** Timetable  
Observers  
Evaluation  
- Technical evaluation  
- Financial evaluation  
Conclusion  
Signatures

**Annexes:**  
Tender opening report and its annexes]  
Administrative compliance grid  
Evaluation grids completed by the individual evaluators  
Summary of average scores, technical and financial score and conclusion

#### **1. Timetable**

	<b>DATE</b>	<b>TIME</b>	<b>VENUE</b>
<b>Meeting 1</b>	14.01.2022	12:45	CDIMM Maramures Foundation's office

#### **2. Observers**

<b>Name</b>	<b>Representing</b>
	Not the case

### 3. Evaluation

#### Administrative compliance

The evaluation committee used the administrative compliance grid in the tender dossier to assess the compliance of each tender with the administrative requirements of the tender dossier.

The completed administrative compliance grid is attached. On the basis of this, the evaluation committee decided that the following tenders had not met the administrative requirements and should be rejected:

Tender number	Tenderer name	Reason
		Not the case

#### Technical evaluation

All voting members of the evaluation committee used the evaluation grid in the tender dossier to assess the technical offers of the tenders that met the administrative requirements. The completed evaluation grids are attached to this report, together with a summary of the evaluators' comments on the strengths and weaknesses of the technical offers.

Based on the provisional average scores given by the evaluation committee to the technical offers, the references of the key experts proposed by the following tenderers (which achieved an average technical score around 75 points or more) were verified:

Tender number	Tenderer name	Provisional average technical score
13/ 12.01.2022	EXPERT TRAVEL SRL	100
14/ 12.01.2022	MARA INTERNATIONAL TOUR	100

The references which were verified are diplomas and documents proving the experts' professional experience, as mentioned in their CV, and/or other references provided by the tenderer.

On completion of the verification, the members of the evaluation committee considered whether or not it was necessary to adjust the provisional scores given to the experts. Any change is clearly indicated by the members on their evaluation grids, with a note explaining why the change was made.

The evaluators discussed their comments and their scores on the technical offers.

The main strengths and weaknesses commonly agreed by the evaluators for each tender were as follows:

Tender number	Tenderer name	Strengths	Weaknesses
13/ 12.01.2022	EXPERT TRAVEL SRL	Very good experience in tourism. Remarcable experience in Maramures County.	Not the case.
14/ 12.01.2022	MARA INTERNATIONAL TOUR	Very good experience in tourism. Remarcable experience in Maramures County.	Not the case.

The final average technical scores of the administratively compliant tenders and the weighted technical scores of the tenders that were subject to the technical evaluation were as follows:

Tender number	Tenderer name	Final average technical score	Weighted technical score (score/rejection)	Reason for rejection
13/ 12.01.2022	EXPERT TRAVEL SRL	100	100%	
14/ 12.01.2022	MARA INTERNATIONAL TOUR	100	100%	

Only tenders with a final average technical score of at least 75 points qualify for the financial evaluation.

#### Financial evaluation

The envelopes containing the financial offers of the technically accepted tenders were opened and all copies were initialled by the chairperson and secretary.

The evaluation committee checked that the financial offers met the formal requirements of the tender dossier.

The evaluation committee compared the global prices quoted in the remaining financial offers to calculate their financial scores:

Tender number	Tenderer name	Global price 8,924.00 EURO, VAT is not included	Financial score
13/ 12.01.2022	EXPERT TRAVEL SRL	8,850.00 EUR + VAT	96
14/ 12.01.2022	MARA INTERNATIONAL TOUR	8,496.00 EUR + VAT	100

#### 4. Conclusion



The composite evaluation of the technically compliant tenders was as follows:

Tender number	Tenderer name	Overall score (Weighted technical score x 0.80 + Financial score x 0.20)	Final ranking
13/ 12.01.2022	EXPERT TRAVEL SRL	$100 \times 0.8 + 96 \times 0.2 = 99.20$	2
14/ 12.01.2022	MARA INTERNATIONAL TOUR	$100 \times 0.8 + 100 \times 0.2 = 100$	1

The evaluation committee verified the documentary evidence for exclusion and selection criteria for the tender with the highest overall scores and the documents were found admissible.

Consequently, the evaluation committee recommends that MARA INTERNATIONAL TOUR is awarded the contract with a contract value of **8,496.00 EUR + VAT**.

#### 5. Signatures

	Name	Signature
Chairperson	BIG RADU	
Secretary	PASCU VLAD	
Evaluators	MURESAN ANGELA	



NGO "Association of Economic Development of Ivano-Frankivsk (AEDIF)"



Development Centre for Small and Medium Sized Enterprise Maramures



Ivano-Frankivsk National Technical University of Oil and Gas