



Third Party Liability Procurement Scoring Criteria

Scoring Criteria

The TPL procurement will use a “stage-gate” approach to narrow to a viable set of suppliers for each of the five TPL services. The two “gates” required for a supplier’s service to be finally evaluated are for the supplier to meet a minimum score on the base requirements questionnaire and then for a supplier to meet a minimum score on the technical questionnaire for each of their proposed services.

1. **Stage I** - Each supplier must first score at least 600 of 1,000 possible base points (60%) or more on the base requirements questionnaire to be further evaluated. These points are not carried forward in the evaluation process.
2. A combined weighting of 70% for technical merit, 20% for oral presentations, and 10% for cost will be used for the suppliers who qualify for the remaining stages, with a total of a 1,000 (different) possible points for the final evaluation.
3. **Stage II** – Each supplier *who successfully “passed” stage I*, must now score 60% of the 700 possible points on the technical requirements questionnaire for each proposed service, in order to be invited to oral presentations for further evaluation of those services.
 - a. 60% of 700 total possible points = 420 points or more is a “passing” score for each technical questionnaire
4. **Stage III** – Each supplier must now conduct an oral presentation about their proposed services *which successfully “passed” stage II*. The maximum points possible for orals for a given service proposed by a supplier is 200, 20% of 1,000 points.
5. DOAS and DCH Procurement will evaluate the cost competitiveness of supplier proposals for services *which passed stage I and stage II*. The maximum points possible for cost for a given service proposed by a supplier is 100, 10% of 1,000 points.
6. **Final Stage** - The technical, oral presentation, and cost scores for those supplier services *which successfully passed stage I and stage II* will be summed. Those supplier services which receive a score which is at least 50% of the 1,000 possible points will be considered qualified to provide that service.
 - a. The makeup of the total possible points for the final evaluation is: 700 points for technical, 200 points for oral presentations, and 100 points for cost.
 - b. 50% of 1,000 total possible points = 500 points or above is a “passing” score for the final evaluation of each service proposed by each supplier.