

**Attachment 1**

**NetBackup license consolidation and renewal**

**STAGE 1: MANDATORY Requirements (PASS/FAIL)**

No.	TOR REF	1. QUALIFICATION REQUIREMENTS (PASS/FAIL)	PASS	FAIL
1	Section 3.1	The Contractor shall conduct a capacity and usage assessment and recommend an optimal licensing model		
2	Section 3.2	The proposal includes license consolidation and co-termination		
3	Section 4	The Bidder is a certified reseller of Cohesity products		
4	Section 4.1	Software licenses will be delivered by email		
5	Section 4.3	The Bidder confirms that it complies with Cohesity's licensing policies and no disruption of backup service will be caused		
6	Section 5	Compliance with all Support and Maintenance requirements		
7	Section 7	A risk assessment plan will be provided upon commencement of the Contract		

**STAGE 2: WEIGHTED CRITERIA**

Only bidders who pass all above criteria will be considered for the point system evaluation (2nd stage)				
No.	TOR REF	2. TECHNICAL REQUIREMENTS - EVALUATION CRITERIA AND METHOD	Points	
			Max Points	Factor
		<b>Quality of the Proposal</b>		<b>Weighted score</b>
1		Extent to which all aspects of the ToR have been addressed in sufficient detail and clarity.	5	5
2		Understanding of the scope of work and the responsibilities of the Contractor	5	4
		<b>Subtotal</b>	<b>10</b>	<b>45</b>
		<b>Services</b>		<b>Weighted score</b>
3	Section 3	Demonstrated capacity for performing the service and delivering the objectives related to licensing	5	1
4	Section 5.2	Support shall be available 24 hours, seven (7) days a week with the service levels defined in the ToR	5	3
		<b>Subtotal</b>	<b>10</b>	<b>20</b>
		<b>RISK MANAGEMENT</b>		<b>Weighted score</b>
5	Section 7	Risk management approach of the bidder addressing Section 7 of the ToR	5	1
		<b>Subtotal</b>	<b>5</b>	<b>5</b>
		<b>Grand Total</b>	<b>25</b>	<b>70</b>

The minimum acceptable Points total is 15, or a **Total Weighted Score of 42**.

**EVALUATION METHOD:**

**1. Technical Evaluation:**

The technical evaluation process will be done in two stages:

1) **Stage 1:** Technical proposals will first be evaluated against the mandatory requirements outlined in section 1 above, on a PASS/FAIL basis. Compliance with all mandatory requirements is required in order to pass stage 1 of the technical evaluation and to be further considered for stage 2 of the evaluation process;

2) **Stage 2:** The technical proposals that have passed stage 1 of the technical evaluation process, will be evaluated against the weighted criteria set forth in the evaluation matrix above. In order to pass this stage, bidders must obtain total of 15 points or a **Total Weighted Score of at least 42** and in accordance with the scoring table 2 indicated below:

**TABLE 2**

Points	Scoring
0	Unsatisfactory - Response incomplete, inadequate and/or non-responsive to the criterion. Bidder does not clearly understand the criterion.
1 - 2	Weak - Does not meet the minimum technical, functional, or performance related criterion.
3	Good - Meets the minimum requirements of the criterion.
4	Very good - Exceeds the criterion in some areas.
5	Excellent - Exceeds the criterion in all areas.

**2. Financial and commercial evaluation**

Once the technical evaluation is finalized, the financial offers of the technically compliant bidders will be evaluated in accordance with the formula given below:

$$X = \text{Max Available Points} * Y/Z$$

Legend:

- X= points to be assigned to the offer being evaluated
- Y= price of the lowest priced, technically compliant offer
- Z= price of the offer being evaluated

The weight of the technical and financial components is **60%** and **40%** respectively.

The Contract will be awarded to the bidder who receives the highest combined score resulting from the technical and financial evaluations, subject to contractual and commercial acceptability.