**Technical Compliance Form**

1. **Pass/Fail Criteria**

**Table No. 1 – Mandatory Requirements**

*Bidders are requested to demonstrate compliance with the following requirements, and also add any further information in support of their proposal. Please refer to the relevant section of the Terms of Reference for further explanation of the requirements. The information on this table shall form an integral part of the technical evaluation. Bidders should avoid simply writing “comply” without providing further information or evidence to support the claim, as this will not generally reflect well in the evaluation. Reference can be made to annexes or other material in the Proposal.*

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| --- | --- | --- | --- | --- | --- |
| **No.** | **Mandatory Requirement** | **Action Required**  *Every confirmation requires adequate supporting details for the evaluation purpose* | **Bidder’s Response**  *Please tick  whichever is applicable* | | **Bidder’s**  **Clarification** |
| **“Yes”** | **“No”** |
| 1. | At least 10 years’ of experience in the area of advice and research on ICT related topics | *Please confirm* | ☐ | ☐ |  |
| 2. | 1 seat subscription with web access to relevant research and advisory documents, all in English language | *Please confirm* | ☐ | ☐ |  |
| 3. | 5 references, preferably from the public sector clients with a scope and organization similar to the OSCE | *Please confirm and*  *provide information* | ☐ | ☐ |  |
| 4. | English speaking service delivery team/contact person(s), with on-site support as and when needed | *Please confirm and clarify on composition of service delivery team* | ☐ | ☐ |  |
| 5. | Unlimited analysts inquiries (email/phone) for an independent validation of sourcing projects, technologies and other related IT initiatives | *Please confirm* | ☐ | ☐ |  |
| 6. | Access to relevant sourcing and IT processes and methodologies up to date templates and toolkits (web access) | *Please confirm* | ☐ | ☐ |  |
| 7. | Access to up to date vendor, technology, applications, IT analysis and research documents (web access) | *Please confirm* | ☐ | ☐ |  |
| 8. | Capability to conduct independent proposal and contract reviews | *Please confirm* | ☐ | ☐ |  |
| 9. | Capability to advise on different initiatives to improve the IT existing services and processes in ICTS | *Please confirm* | ☐ | ☐ |  |

**2. Points System**

**Table No. 2 – Additional Requirements**

|  |  |  |  |
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| **No.** | **Area of Evaluation** | **Evaluation Question** | **Bidder’s**  **Clarification**  *Please provide*  *detailed response* |
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| 1. | At least 50 proposals and contract reviews for outsource/managed service and cloud contract conducted in the last 12 months | Please provide details and prove on number of proposals and contract reviewed |  |
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| 2. | At least 50 IT outsourcing researches (analysts documents) conducted on in last 12 months | Please provide details and prove on number of IT outsourcing researches (analysts documents)  including sample of your latest analysts document(s) |  |
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| 3. | At least 50 IT cloud researches (analysts documents) conducted on in last 12 months | Please provide details and prove on number of cloud researches (analysts documents) including sample of your latest analysts document(s) in at least one of our area of interest |  |
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| 4. | At least 50 IT collaboration platforms related researches (analysts documents) conducted in last 12 months | Please provide details and prove on number of collaboration platforms researches (analysts documents) including sample of your latest analysts document(s) |  |
|
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| 5. | At least 50 independent vendor/industry specific benchmarking and assessments performed in last 12 months | Please provide details and prove on number of vendor/industry specific benchmarking and assessments, including sample of your latest analysts document(s) in at least one of our area of interest. |  |
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| 6. | At least 50 analysts in outsourcing, managed services, Cloud, Microsoft, Oracle | Provide prove and list of analysts in related fields |  |
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| 7. | Up to date toolkits and templates for sourcing (RFP, evaluation), cloud, contracts with SLAs/SLRs, etc. | Please provide approach and process/intervals toolkits are kept up to date in related fields, including sample of your latest tool kit(s) in at least one of our area of interest |  |
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