

**ATMS Tender Evaluation Conducted by Tender Assessment Panel (TAP)**

<b>Evaluation Stage</b>	<b>Name of Stage (Time Period)</b>	<b>(i) Corresponding Clauses in Tender Document</b>	<b>(ii) Activities Conducted by TAP</b>
<b>Stage 1</b>	Completeness Check  (3 Mar - 18 Mar 2010)	<p>(a) Principal provision: “Stage 1 – Completeness Check” in Clause 24.1 of Part II – Conditions of Tender (CoT)</p> <p>(b) Reference provisions:</p> <ul style="list-style-type: none"> <li>● Part I – Lodging of Tender</li> <li>● the last sentence in bold in Clause 5.8 and Clause 17 of Part II – Conditions of Tender</li> <li>● Part VI – Offer to be Bound</li> </ul>	<p>This stage assessed completeness of the tenders and compliance with procedural requirements for tender submission.</p> <p>Prior to tender assessment, all TAP members had declared nil conflict of interest (actual, potential or perceived) and undertook not to disclose the tender information by signing a declaration and undertaking according to the Stores and Procurement Regulations (SPR).</p> <p>Each tender return was assessed by the TAP in accordance with the relevant provisions and evaluation criteria set out in the tender document. The TAP had consulted GLD on the procedures to handle some documentation issues. Following the assessment by TAP, a meeting between TAP and GLD was held to review the assessment results to ensure compliance with tender conditions and tender procedures.</p> <p>All tenders passed Stage 1 assessment and TAP proceeded to Stage 2 assessment.</p>

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<b>Stage 2</b>	Assessment of Compliance with Mandatory Requirements  (19 Mar - 5 May 2010)	(a) Principal provision: “Stage 2 - Assessment of Compliance with Mandatory Requirements” of Clause 24.1 of Part II – Conditions of Tender (CoT)  (b) Reference provisions: <ul style="list-style-type: none"> <li>● Clauses 5.4, 8.1, 8.3, 8.5 and Clause 14.2 of Part II – Conditions of Tender</li> <li>● Appendix B to Part II – Conditions of Tender</li> <li>● Schedules 3A, 4 and 14 in Part V – Schedules</li> </ul>	This stage assessed the tenderers’ compliance with mandatory requirements specified in Appendix B of Part II – CoT of the tender document.  Each tender return was assessed by the TAP in accordance with the relevant provisions and evaluation criteria set out in the tender document.  In the process of evaluation, TAP verified the information provided in the tender proposals in accordance with Clause 5.4 and relevant provisions in Clause 8 of Conditions of Tender, and the Statement of Compliance in Schedule 14.  Having sought comments from GLD and DoJ, the TAP sought clarifications from all tenderers on observations identified during the evaluation for further assessment.  The TAP confirmed that all tenderers passed Stage 2 assessment. The TAP informed GLD of the completion of Stage 2 with the results of the assessment and proceeded to Stage 3 assessment.

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<b>Stage 3</b>	Assessment of Compliance with Essential Specifications  (6 May to 5 Aug 2010)	(a) Principal provision: “Stage 3 - Assessment of Compliance with the Essential Specifications ” of Clause 24.1 of Part II – Conditions of Tender (CoT)  (b) Reference provisions: <ul style="list-style-type: none"> <li>● Clauses 5.3, 8.2, 8.4 and 19.6.1 of Part II – Conditions of Tender</li> <li>● Schedule 14 in Part V - Schedules</li> <li>● The essential specifications in Part VII – Specifications</li> </ul>	This stage assessed the tenderers’ compliance with Essential requirements specified in Part VII of the tender document. TAP:-  (a) conducted detailed document checks on the submitted documents, and sought clarifications with the tenderers; and  (b) conducted factory visits to all five tenderers to verify that their proposed systems could meet the relevant essential requirements with conduct of on-site demonstrations, specific testings, verification and clarification using the same set of checklist items sent in advance to all tenderers.  TAP also sent questionnaires to reference sites provided by the tenderers to solicit users’ feedback on stability performance, technical and operational performance of the tenderers’ systems, tenderers’ performance, etc.  Each tender return was assessed by the TAP in accordance with the relevant provisions and evaluation criteria set out in the tender document.  Based on the findings from (a) and (b) above, TAP proposed to DoJ and GLD to disqualify two tenderers due to their non-compliance with the essential requirements in accordance with the provisions in the tender specifications.  With the two non-compliant tenderers disqualified, TAP proceeded to Stage 4 assessment.

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<p><b>Stage 4</b></p>	<p>Evaluation of Technical/Quality Feature and Calculation of Technical Score  (5 Aug to 3 Sept 2010)</p>	<p>(a) Principal provision: “Stage 4 – Evaluation of Technical /Quality Features and Calculation of Technical Score” of Clause 24.1 of Part II – Conditions of Tender (CoT)</p> <p>(b) Reference provisions:</p> <ul style="list-style-type: none"> <li>● Clauses 5.3 and 5.5 of Part II – Conditions of Tender</li> <li>● Appendix C to Part II – Conditions of Tender</li> <li>● Schedule 18 in Part V - Schedules</li> <li>● The desirable specifications in Part VII - Specifications</li> </ul>	<p>This stage assessed the tenderers’ claim on level of compliance with each of the desirable specifications specified in Appendix C of Part II – CoT in the tender document.</p> <p>After consulting DoJ and GLD, TAP issued letters to the tenderers to seek clarification on their technical proposals for the assessment of their level of compliance with the desirable specifications.</p> <p>TAP assessed each of the desirable specifications. The assessment was conducted on the same basis and in accordance with the detailed marking scheme pre-approved by the Central Tender Board (CTB).</p> <p>TAP members considered the supporting information and gave marks to each desirable specification in a 2-day TAP meeting. TAP then determined the technical score of each tender according to the marking scheme stated in Clause 24 of Conditions of Tender which was pre-approved by CTB.</p> <p>TAP consolidated outcomes and submitted a technical assessment report to GLD on 3 September 2010. GLD reviewed CAD’s technical assessment report to ensure compliance with tender conditions and tender procedures.</p>

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<b>Stage 5</b>	Price Assessment  (15 Oct to 17 Nov 2010)	<p>(a) Principal provision: “Stage 5 – Price Assessment” of Clause 24.1 of Part II – Conditions of Tender</p> <p>(b) Reference provisions:</p> <ul style="list-style-type: none"> <li>● Clause 15 of Part II – Conditions of Tender</li> <li>● Schedule 12 in Part V – Schedules</li> </ul>	<p>This stage assessed the price proposals of the conforming tender submissions and determined each tenderer’s price score in strict accordance with relevant provisions in the tender document.</p> <p>After reviewing CAD’s technical assessment report, GLD released the price proposals of the 3 conforming tenders to CAD for conduct of Stage 5 evaluation.</p> <p>TAP submitted all their observations on the tenderers’ price proposals to GLD who sought clarification from the tenderers to facilitate further assessment by TAP.</p> <p>TAP then determined the price scores of each conforming tender according to the marking scheme stated in Clause 24 of Conditions of Tenders which was pre-approved by CTB.</p>

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<b>Stage 6</b>	Calculation of Combined Score	(a) Principal provision: “Stage 6 – Calculation of Combined Score” of Clause 24.1 of Part II – Conditions of Tender	<p>This stage calculated the combined score (i.e. Technical score + Price score) of each conforming tender in accordance with the relevant provisions and the formulae laid down in the tender document.</p> <p>TAP calculated the respective combined scores for the 3 tenders according to the marking scheme pre-approved by CTB (i.e. 40% for technical and 60% for price).</p> <p>TAP recommended the contract to be awarded to the tenderer with the highest combined score.</p>

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