

# EVALUATION SHEET

FOR EVALUATION FOR EMPANELMENT OF AGENCIES



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**M. P. State Cooperative Union Ltd., Bhopal**

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Name of the Agency :-----

**Instructions:**

1. An applicant agency would be evaluated on the basis of Total 100 marks (Common Criteria - Maximum- 40 marks as well as Specific Criteria maximum - 60 marks).
  2. An agency would only be declared qualified for empanelment if it secures a minimum of 70 marks.
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**1. Common Criteria ( Maximum- 40 marks)**

Criteria	Maximum-Marks	Marks	Marks obtained
No. of Years of the registration of the agency	12	Less than 3 years -0 Mark Total 3 Years - 5 Marks For every one extra year-1 Marks	
Average annual Turnover of last 3 years	12	Less than 25 lakhs -0 Mark Rs. 25lakhs -5 Marks For every 5 lakh beyond 25 lakhs-1 Mark	
No. of Staff	10	Less than 5 staff -0 Mark 5 staff -5 Marks For Every 2 Nos. Beyond 5 Nos.-1 Mark	
Geographical Location of Office	06	Anywhere - 4 Marks In MP-2 Marks	
Total	40		

## 2. Specific Criteria (Max- 60 marks)

### 2(a). Training Empanelment:

Criteria	Maximum-Marks	Marks	Marks obtained
No. of years of Experience in Training Sector.	10	Less than 3 years - 0 Mark 3 years- - 5 Marks For every one extra year- 1 Mark	
Work Orders (last 3 years)	15	worth Less than 10 lakh - 0 Mark worth 10lakh- 5 Marks Work order above 10 lakh for each work order worth 5 lakh - 1 Mark	
No. of Candidates Trained (in last 3 years)	15	Less than 100 – 0 Mark Above 100 & upto 500 – 5 Marks Above 500 For every 100 trained - 1 Mark	
Familiarity with Madhya Pradesh in execution of training assignments	10	training - 0 Mark 1 training - 5 Marks Above 1 training For every 1 training - 1 Mark	
Training Infrastructure ( No. of Training Centres, own or rented)	10	Less than 1 Centre - 0 Mark 1 Centre – 5 Marks For each additional centre - 1 Mark	
Total	60		

2(b). Consultancy Empanelment (other than training)

Criteria	Maximum-Marks	Marks	Marks obtained
No. of years of Experience in Specific Sector.(Name the Sector)	10	Less than 3 years- 0 Mark 3 years- 5 Marks For every one extra year - 1 Mark	
CV of Professionals in specific domains of expertise	20	Less than 3 CV – 0 Mark 3 CVs - 5 Marks For each CV above 3-1 Mark	
Work Orders (last 3 years)	20	worth Less than 10 lakh - 0 Mark worth 10 lakh - 5 Marks Work order above 10 lakh for each work order worth 5 lakh -1 Mark	
Familiarity with Madhya Pradesh in execution of assignments	10	Less than 1 assignment in MP – 0 Mark 1 assignment in MP –5 Mark For every 1 additional assignment - 1 Mark	
Total	60		

**Signatures of the members of the evaluation committee**

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- 2.
- 3.