



# International Foundation for Electoral Systems

## INTERNATIONAL FOUNDATION FOR ELECTORAL SYSTEMS

**Reference:** Request for Quotation (RFQ) RFQ-10-003  
**Issuance Date:** 10/23/2024

**Subject:** Addenda 2 to IFES' Request Quotation (RFQ) RFQ-10-003 for Microsoft HCI

The purpose of this addenda is to modify Article 3.5 3.5 Criteria for Selection.

**3.5 Criteria for Selection is hereby deleted in its entirety and replaced with the following:**

The evaluation of each Response to this solicitation will be based on the criteria outlined below. The purpose of this solicitation is to identify responsible Bidders that have the interest, capability, and financial strength to supply IFES with the product and/or service identified in the Scope of Work.

**Evaluation Criteria:**

IFES will evaluate responsive offers based on the following criteria:

1. **COST (25%):** Total cost of procurement, ownership, including initial costs and long-term maintenance. (Lowest price = 10 points = 100%).
2. **TECHNICAL CAPABILITY (20%):** Clear and detailed implementation plan. The technical solution proposed and the configuration of the team should meet the requirements of delivered services.
3. **EXPERIENCE AND PAST PERFORMANCE (20%):** The proposed project team should demonstrate relevant past experience in providing similar services to governmental or other institutions in Ukraine within the last five years. Evidence of this experience may include: positive feedback or reference from at least two past clients regarding the services provided or; professional Azure Stack, or Azure Solutions Architect, or Windows Server Hybrid Administrator certification of at least one project team member involved in the implementation.
4. **TIMELINE (20%):** The feasibility of the proposed implementation schedule. Preference will be given to the shortest delivery time.
5. **SUPPORT AND MAINTENANCE (15%):** Quality and availability of support services and maintenance plans

**Evaluation Criteria Grading for Each Criterion:**

Highly Exceeds Expectations - 85-100%

Slightly Exceeds Expectations - 75-85%

Meets Expectations – 55-75 %

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Meets most but not All Expectations – 45-55%

Does Not Meet Expectations - <45%

For any inquiries, please reach out to Dovgyi Maksym, Senior Procurement Officer  
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*End of Addenda*