

## APPENDIX B - MANDATORY AND TECHNICAL EVALUATION

### 1.0 Evaluation Procedures

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical evaluation criteria.
- (b) The evaluation will be based on point rated technical criteria.
- (c) For evaluation purposes, NRC may not take into account any other information that has not been cross referenced in response to each criterion. It is the Bidder's responsibility to cross reference each criterion to their proposal.
- (d) The proposal with the highest rating of technical merit will be recommended for a contract award.

### 1.1. Mandatory Requirements

The following mandatory requirements must be met for further consideration to be given to the proposal.

No.	Description	Result (met/not met)
MR1	<p>The submitted proposal must include a current and valid scope of accreditation to at least one (1) of the following standards for auditing and inspection services:</p> <ul style="list-style-type: none"><li>- <b>ISO/IEC 17020 “Conformity assessment -- Requirements for the operation of various types of bodies performing inspection”</b> <i>issued by an accreditation body which is recognized by the International Laboratory Accreditation Cooperation (ILAC);</i></li><li>- <b>ISO/IEC 17021 “Conformity assessment -- Requirements for bodies providing audit and certification of management systems -- Part 1: Requirements”</b> <i>issued by an accreditation body which is recognized by the International Accreditation Forum (IAF).</i></li></ul>	
MR2	<p>The submitted proposal must include current and valid proof of liability insurance for all employees engaged in audit or inspection activities in an amount not less than \$5,000,000 CAD</p>	
MR3	<p>The bidder will declare that as part of their service offering they are capable of and will utilize the CCMC required software platform.</p>	

## POINT RATED TECHNICAL CRITERIA

The following criteria and weighting system will be used to evaluate the submitted proposals for selection.

No.	Description	Points	Cross Reference to Proposal
P1	The submitted proposal must include the detailed scope(s) of accreditation to either ISO/IEC 17020 or ISO/IEC 17021	1 point per accredited scope listing, to a maximum of 10.	
P2	The submitted proposal must include a list of MasterFormat® numbers for which the bidder has current expertise in conducting plant audits and/or field inspections.	1 point per MasterFormat® to a maximum of 15.	
P3	The submitted proposal must include a list of all geographical locations where the bidder has audit or inspection resources which may be mobilized in providing services for the purposes of this contract.	1 point per location, to a maximum of 20.	
P4	The submitted proposal must include the total number of auditors and inspectors which are available for the purposes of providing service to this contract	1 point per personnel to a maximum of 15.	
P5	The submitted proposal must include the total number of plant audits and field inspections it conducted in the last 12 months.	1 point for every 100 inspections to a maximum of 15.	
P6	The submitted proposal must include a completed Fee Table (see Fee Table – Appendix C)	The 3 least expensive bids will be assigned 10 points. (see Note 1)	
P7	The submitted proposal must demonstrate a clear understanding of the required services, and an ability to perform the required services in a competent and professional manner.	Unclear proposal = 0 points Sufficient detail/clarity = 5 points Good detail/clarity = 10 points Excellent detail/clarity = 15 points	
		<b>POINTS TOTAL</b> Out of a total of 100 possible points.	

Note 1: To determine the most cost effective proposal, the cost to CCMC per year will be calculated assuming the performance of:

- 250 factory audits in Canada;
- 275 factory audits in America;
- 300 factory audits combined with other audits;
- 50 factory audits in China;
- 120 field inspections in Canada;
- 5 non-North American field inspections.