

**SOUL CITY
SOUL BUDDYZ CLUBS
WRITTEN MATERIALS
JUNE 2013**

Annexure D

TENDER EVALUATION GRID
REVISED 08/07/2013

Evaluator: _____ Company being evaluated: _____

AREA	MAXIMUM SCORE	ACTUAL SCORE
TECHNICAL:	45	
Effectiveness of materials development approach and appropriateness of proposed teaching and learning methodology/ies.	5	
Understanding of format, content and techniques to be used including established networks to identify specialist authors and consultants (e.g. DoH, NGOs, schools, teachers, etc.).	10	
Understanding the needs of the target audience, involvement of Soul Buddyz Clubs and links with other platforms and organisations.	10	
Creativity and originality of proposed approach.	10	
Proven materials development and design experience.	10	
EXPERIENCE & EXPERTISE:	30	
Organisation profile, team qualifications and skills including credentials; including potential service providers	10	
Specific experience in writing and designing children's materials (evidence of previous publications)	5	
Example of a detailed publishing plan from concept to print-ready materials	5	
Effective computerised accounting systems in place and a qualified, experienced, financial manager to implement sound financial management practices	5	
Evidence of ability to project manage a publishing plan to schedule with a range of stakeholders; and research and testing processes.	5	
BUDGET & ADMINISTRATIVE:	25	
Realistic detailed budget in relation to the concept	20	
BEE compliance	5	

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Evaluator's comments

Strengths	
Weaknesses	

Evaluator's signature

Name	
Signature	
Date	