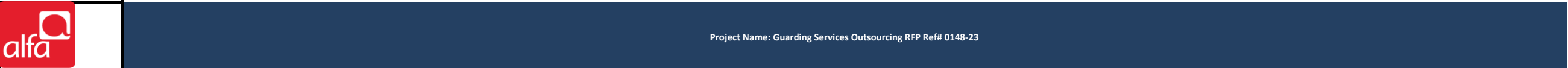



## Scoring Sheet - Technical Scoring - " 50% "





Project Name: Guarding Services Outsourcing RFP Ref# 0148-23

Article	Requirements		%	Weights	Remarks	Supplier 1	Supplier 2	Supplier 3	Supplier 4	Supplier 5	Supplier 6	Supplier 7	Supplier 8	Supplier 9	Supplier 10
Article 10	Technical Specifications														
10.1	Qualifications														
	In order to qualify for the bid, the Guarding Services company should meet the following criteria:	K													
	* A minimum of 5 years' experience in the guarding business.		2.5%	Every year : 0.5%											
	*A minimum of 2 clients who have the same scope of work as MIC1 within the last 2 years.		2.0%	1% for each client											
	The bidder shall submit the following documentations joined to the RFP technical response:														
	* provide a brief history of the company.														
	*Provide recommendation letters from at least 2 clients for whom the company has conducted similar services.		1.5%	0.75% for each letter											
	* Provide a list on the nationality and the country of origin of all the guarding agents, subject of this RFP. All agents should be Lebanese. Proof of registration of all active employees is required.		2.0%	Provided = Full mark or else 0											
	* The bidder shall describe the professional qualifications and experience of the individuals, as well as the trainings provided. The description shall include the program, place of training (if a private school is available), training materials, frequency of sessions during the year as well as the level of instructors. MIC1 should be informed in written whenever agents are called for a new training explaining the subject and purpose, and its reflection on their job.		2.0%	Provided = Full mark or else 0											
* The bidder shall submit personal profiles of all staff including education and past experience of the professional personnel who will be engaged in the work. Security agents must be capable of reading/writing.		1.0%	Provided = Full mark or else 0												
10.2	Guarding services requirements														
10.2.1	Proof of compliancy to the below requirements is a must. The bidder should be ready for on-site visits from MIC1's end. In case the Bidder's response states "Compliant" to a MIC1 requirement and the analysis of the solution shows, after MIC1's visit that there is no full compliance, such statement will be scored as "Non-Compliant" and an additional penalty score below will be applied.	K	5.0%	Provided = Full mark or else 0											
10.2.2	The security company assigns to the service of MIC1, qualified and well-trained personnel. Training standards of personnel are to be maintained and to meet the requirements of MIC1 premises. The bidder shall specify the training maintenance/schedule per year. Constant training of stuff to new techniques and/or equipment manipulation should be applicable. Proof of training for every agent is required. The bidder shall define and list the trainings, as well as the number of agents trained but not certified, or where the proof of concept is not available.		2.0%	Provided = Full mark or else 0											
10.2.3	MIC1 should be informed in written whenever agents are called for a new training explaining the subject and purpose, and its reflection on their job.		1.0%	Provided = Full mark or else 0											
10.2.4	Defensive equipment might be put at the disposal of the security detail. However, any defensive equipment within MIC1 premises, or during missions, should be prior to approval of MIC1's management. The bidder has to define if licenses are available for security detail to carry guns.		1.0%	Provided = Full mark or else 0											
10.2.5	Means of communication shall be put at the disposal of the security company agents to ensure the link between the posts and the security company's patrols and its central operations' room. The bidder has to define if all agents are equipped with radios and torches.	K	3.0%	Provided = Full mark partially equipped half score or else = 0											
10.2.6	The bidder shall specify if all supervisors are equipped with cellular phones in addition to the radios and torches, to be able to communicate with the control room and manned posts.		1.0%	Provided = Full mark or else 0											
10.2.7	An operational control room with specialists should be available 24/7 in the security company in order to communicate with guards and to inform/send missions on the spot when needed.	K	3.0%	Provided = Full mark or else 0											
10.2.8	Have post managers at each location whom send their reports to a centralized Senior Officer available at MIC1 premises (Pine and Parallel).	K	3.0%	Provided = Full mark or else 0											
10.2.9	Security agents must be capable of reading/writing as they might be asked to submit reports or any other request. Educational level to be defined for all the agents especially for the supervisors and for the agents at the headquarters. The bidder should mention the number of agents who are not certified with an educational level.		2.0%	If all agents are certified with a complementary level = Full mark, or else 0											
10.2.10	The supervisors at the headquarters shall have the ability of reading, writing and handling official telephone calls 24/7 on MIC1's security hotline, in addition to the daily tasks. The bidder shall specify the educational level of the supervisors.	K	2.0%	Provided = Full mark or else 0											
10.2.11	Security company must be able to assign security agents who are familiar with using a PC where needed.	K	2.0%	Provided = Full mark or else 0											
10.2.12	Bidder shall have the capacity to meet site manning capability in case of absenteeism. He shall also advise regarding the total number of guards and providing the number of back up whenever a lack of agents occur. Security agents must show promptness and punctuality to their assigned posts. MIC1 shall have the right during the contract period to increase or decrease the number of posts according to its business interest.	K	4.0%	Provided = Full mark or else 0											
10.2.13	Security agents assigned to MIC1 must be ready to intervene in case of any incident at the premises ex. put off a fire, silence an alarm, first aid support... etc. the security guards should be trained on first aid, firefighting...any additional training would be considered as added value. First aid kit should be available at the security office (kiosk) in the headquarters.		1.0%	Provided = Full mark or else 0											
10.2.14	It is important that prescribed procedures related to MIC1 are followed by the security agents.		1.0%	Provided = Full mark or else 0											
10.2.15	Security team composition shouldn't be above 50 years by majority; the younger the agents, the better (supposedly with better education).		3.0%	provided = full mark if by majority > 50 OR <20 THEN 0											
10.2.16	Personnel supervision and methods of monitoring are to be stipulated. (Cameras, constant patrols...)		2.0%	Provided (if constant patrols at least once per shift or monitored through cameras) = Full mark or else 0 (in case of no supervision)											
10.2.17	Supervisory visits of all posts shall be recorded. The bidder to specify the frequency of visits and the method of registration (fingerprint, hand punch, note book...)		1.0%	Provided = Full mark or else 0											
10.2.18	The bidder has to provide proof of company registration, compliant with applicable international standards (ISO if available).	K	2.0%	Provided = Full mark or else 0											
10.2.19	The bidder shall specify the methods of detection and inspection as well as the type of detectors according to the different locations (metal detectors, X-RAY, bomb detectors...). The number of hand held detectors provided to agents, is to be defined.		2.0%	Provided (if the number of detectors provided cover the premises at Parallel and Pine) = Full mark or else 0											
10.2.20	The security company must maintain a rapid response service to any incident or alarm (in case of attack or any demonstration towards MIC1 premises). The bidder shall specify the strategy, time and methods of response, as well as the number of back-up guards according to each location.	K	2.0%	.Provided (during crisis if backup guards can be provided according to each location)= Full mark or else 0											
10.2.21	Insurance coverage: The bidder shall provide the NSSF numbers, to all agents working at MIC1 premises respectively. They should be equipped with needed work insurance types to cover the full liability on the supplier's charge. The security company shall respect the clauses of its insurance policy. Furthermore, the security company declares that its obligations under the insurance policy shall be respected under its own responsibility. MIC1 is not liable for any accident that may be faced to any working agent within its premises. The security company shall remit a copy to MIC1's management of: Public liability coverage and Workmen compensation. Moreover, the security agents working at Alfa premises, are held responsible and liable for any loss/damage/breach related to negligence. Respective costs or expenses are borne by the security company.	K	2.0%	Provided = Full mark or else 0											
10.2.22	The bidder shall advise of the time needed to deploy new resources for a new requested site: 72 hours, 48 hours, 24 hours or 12 hours. MIC1's preference is 12hrs.		2.0%	if 12hrs = Full mark or else 1.5 if 24hrs, 1 if 48hrs and 0.5 if 72hrs											
10.2.23	The bidder shall define the equipment to be provided by MIC1 and those by the security company: kiosk, communication devices...		2.0%	if all equipment provided by the supplier = Full mark or else 0											
10.2.24	The bidder shall advise on the shifts and methods of rotation during the same shift on different positions for the good performance, and to meet the statutory working hours. The bidder shall specify if rotations on the same position are made every 2 hours or 4 hours.		2.0%	if 2hrs or 4 hours = Full mark, or else 0											

10.2.25	The guards assigned to the service of MIC1 are exclusive to MIC1 and shall not be assigned to any other client. The security company is entitled to choose and appoint anyone to the service of MIC1. However, once this person has been approved and started working in MIC1, the security company shall need the approval of MIC1 to change him.	K	3.0%	Provided = Full mark or else 0
10.2.26	The security company is solely responsible for any damage caused by a wrongful application of MIC1's directives by security agents, to any of MIC1's clients, third party or personnel working at MIC1 premises. Compensation for loss or property damage within the premises of MIC1 because of the failure of agents to complete their duties.	K	3.0%	Provided = Full mark or else 0
10.2.27	Outdoor parking are not equipped with an access control machine. Employees' cars are tagged and should be managed by the security agents relying on specific tag numbers.		2.0%	Provided = Full mark or else 0
10.2.28	The timeframe accepted by MIC1 to make the replacement of an undesired agent should be by max 24 hours from its request.		3.0%	Provided = Full mark or else 0
10.2.29	The supplier shall provide the needed hand held detectors at Parallel and Pine and shall be offered free of charge.		4.0%	Provided = Full mark or else 0
10.2.30	Any request or modification brought to any point under the care of the security company shall be made in writing.		1.0%	Provided = Full mark or else 0
10.2.31	The security employees are subordinated to Security Company and their directives come out of the security company's management. However, MIC1's management ( <b>contacts are defined upon awarding of the RFP</b> ) can and has all the right to issue directives it sees fit to secure the good performance of the post. These directives shall be issued in writing, except when they are meant to be put forth immediately.	K	1.0%	Provided = Full mark or else 0
10.2.32	The security company is entitled to choose and appoint anyone to the service of MIC1. However, once this person has been approved and started working at MIC1, the security company shall need the approval of MIC1 to change him.	K	1.0%	Provided = Full mark or else 0
10.2.33	MIC1 is entitled to ask for the replacement of any agent appointed to its service for any operational reason, especially if this agent has committed a fault.	K	1.0%	Provided = Full mark or else 0
10.2.34	The security company shall notify immediately MIC1 about any insecure zone or potential aggression in any zone within Lebanese territory.	K	1.0%	Provided = Full mark or else 0
10.2.35	The security company shall conduct on regular basis a "condition report", assessing any potential risk or breach for personnel working in MIC1 premises.	K	1.0%	Provided = Full mark or else 0
10.2.36	The security company's responsibility is to report in written any operational incident/problem/accident occurring at MIC1 premises with accurate details, explanations and reasons analysis and propose solutions to avoid repetition.		1.0%	Provided = Full mark or else 0
10.2.37	The security company should liaise and cooperate with MIC1 whenever needed in order to facilitate access of MIC1 technicians to critical regions that require special contacts sometimes.		1.0%	Provided = Full mark or else 0
10.2.38	As remuneration for the services rendered and as described in article 9.1, MIC1 pledges to pay the security company at the end of each month exclusive of VAT being the charges for the number of guards as mentioned in clause 10.3 however this number is subject to change according to MIC1's needs. The bill shall be presented on the 1st of the month.	K	1.0%	Provided = Full mark or else 0
10.2.39	The security company shall provide, when needed, additional guards services to MIC1 for a special price per guard per mission worked. However, as goodwill gesture, it shall not bill the first three (3) shifts deployed in any given month.		1.0%	Provided = Full mark or else 0
10.2.40	The security company shall provide, free of charge, the security detail for any special event held off-premises by MIC1's management as long as it does not present a matter of conflict with any other security company.		1.0%	Provided = Full mark or else 0
10.2.41	The Operations Room shall be equipped with:			
	a. Minimum two landlines and two mobile numbers to ensure availability of communication with operation room 24/7 (hotline)	K	1.0%	Provided = Full mark or else 1 if one way of communication else 0
	b. Easy and reliable tracking system to trace all patrol cars: once destination reached, a light flashes on the screen in the control room to announce the arrival of patrol car to its destination.	K	1.0%	any tracking system is acceptable if reliable else if no tracking system then 0
	c. Radio network that covers all locations and areas including but not limited to all MIC1 premises (PoPs, AS, Headquarters etc.). Repeaters that provide coverage throughout the Lebanese territories shall be monitored via an application to ensure the good operation and to intervene when failure occurs. The radio network, alternative to landlines and mobile network, to use upon failure of the 2 aforementioned networks; it shall also provide MIC1 with devices relevant to this network to maintain the availability of means of communication between the securing company and MIC1.	K	3.0%	Provided = Full mark or else 1 if radio network coverage only in Beirut else 0 if radio network coverage not available
	d. Technical team shall be at disposal 24/7 to support when needed.	K	2.0%	Provided = Full mark or else 0 if no technical team
	e. Reports of history visits regarding the Patrol team are required. An audit system that provides proof of concept: compares the manually registered report with the computerized one exported from the GPS application and highlights discrepancies.	K	2.0%	Provided = Full mark or else 1 if GPS not available but registration is available only through manual registration method
	f. In case of emergency, an easy access to all info / requirements of agents on duty is a must; in other words, the end user in the control room, and in a certain situation, shall be able to respond and solve a specific problem or complaint received from MIC1 and reported by site responsible.	K	1.0%	Provided = Full mark or else 0
Article 14:	Boycott of Israel Requirement	K	2.0%	Compliant = Full mark or else 0
			100.0%	0.0

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**Project Name: Guarding Services Outsourcing RFP Ref# 0148-23**

Article	Requirements
Basic Pricing	The amount of the work remuneration should be detailed as described in Annex 1

\* Evaluation of Proposals will be based on 50% weight for the technical part, and 50% commercial part.

Scoring Sheet

Financial Scoring

Weight	Responsible Entity	Remarks		
100	Procurement			

% weight for the



