

评标办法（综合评估法）

Bid Evaluation Method (Comprehensive Evaluation Method)

1. 评标方法

1. Bid evaluation method

本次评标采用综合评估法。评标委员会对满足招标文件实质性要求的投标文件，按照本章以下评分标准进行打分，并按得分由高到低顺序推荐中标候选人，或根据招标人授权直接确定中标人，但投标报价低于其成本的除外。综合评分相等时，以投标报价低的优先；投标报价也相等的，由招标人自行确定。

Comprehensive evaluation method is adopted for this bid evaluation. The Bid Evaluation Committee shall score the bidding documents that meet the substantive requirements of the Tendering Documents according to the scoring standard specified in this chapter herein, and recommend the winning candidates in descending order of scores, or directly determine the bid winner according to the authorization of the Tenderee, except for those with bidding quotations lower than their costs. If the comprehensive scores of winning candidates are equal, those who offer lower bidding quotations will be preferred; if the bidding quotations is also equal, the Tenderee shall determine by itself.

2. 评标依据

2. Bid evaluation basis

评标工作严格执行国家有关法律法规，评标的依据是招标文件、招标文件答疑或招标修改文件、投标文件、评标澄清文件。

Bid evaluation shall strictly comply with the laws and regulations of the State. The evaluation of bid is based on Tendering Documents, Q & A of Tendering Documents or modification of Tendering Documents, bidding documents and clarification documents during the bid evaluation.

3. 评标委员会

3 Bid Evaluation Committee

评标委员会由招标人负责组建，共 7 人。评标委员会完成评标后，向招标人提交书面评标报告，推荐 1-3 名中标候选人。

The Bid Evaluation Committee is established by the Tenderee, 7 person. After finishing the bid evaluation, the Bid Evaluation Committee shall give a written report thereon to the Tenderee and recommend 1 to 3 winning candidates.

评标委员会成员如果在评标过程中对投标人资格、资信、技术符合性评审及其它需要统一认定的事实意见不一致时，采用记名表决方式决定，按照超过评标委员会全体成员半数的意见为准。

If the members of the Bid Evaluation Committee disagree with the bidder's qualification, credit, technical conformity evaluation and other facts that need to be identified in a unified way during the bid evaluation process, the decision shall be made by means of disclosed ballot, subject to the opinion of more than half of all members of the Bid Evaluation Committee.

4. 评标程序

4. Bid evaluation procedure

评标分资格后审、详评两个阶段进行。

The bid evaluation is divided into two stages: post-qualification review and detailed evaluation.

5. 资格后审

5. Post-qualification

1) 核查投标文件是否按招标文件的要求加盖投标人公章、法定代表人（或授权代表人）签字；

1) Check that the bidding documents is stamped with the official seal of the bidder and signed by the legal representative (or authorized representative) according to the requirements of the Tendering Documents;

2) 核查营业执照、授权书内容是否真实有效；营业执照的经营范围、注册资本金是否满足招标文件的要求，是否具有独立订立合同的权利；

2) Check that the business license and Letter of Authorization are true and effective; the business scope and registered capital of the business license meet the requirements of the Tendering Documents, and that they have the right to conclude contracts independently;

3) 核查招标文件要求的有关资质等证件，资格证明是否符合招标文件的要求；

3) Check the relevant qualification certificates required by the Tendering Documents and that the qualification certificates meet the requirements of the Tendering Documents;

4) 核查投标人是否处于被责令停业，投标资格被取消，财产被接管、冻结，破产状态；

4) Check that the bidder is ordered to suspend business, disqualified from bidding, taken over, frozen or bankrupt;

5) 核查投标人在最近三年内是否有骗取中标和严重违约行为及重大工程质量、安全责任事故；

5) Check that the bidder has fraudulent bid winning and serious breach of contract and major project quality and safety liability accidents in the past three years;

6) 核查投标人是否存在串标、围标现象；

6) Check that there is collusion and encirclement among bidders;

备注：有下列情形之一的，属于投标人相互串通投标：

(1) 投标人之间协商投标报价等投标文件的实质性内容；

- (2) 投标人之间约定中标人;
- (3) 投标人之间约定部分投标人放弃投标或者中标;
- (4) 属于同一集团、协会、商会等组织成员的投标人按照该组织要求协同投标;
- (5) 投标人之间为谋取中标或者排斥特定投标人而采取的其他联合行动。

Remarks: Under any of the following circumstances, bidders have colluded with each other in bidding:

(1) Substantive content of bidding documents such as bidding quotations negotiated between bidders;

(2) Bidders agree on the winning bidder;

(3) It is agreed among the bidders that some bidders abandon the bid or win the bid;

(4) Bidders who belong to members of the same group, association, chamber of commerce and other organizations shall cooperate in bidding in accordance with the requirements of the organization;

(5) Other joint actions taken by bidders to win the bid or exclude specific bidders.

有下列情形之一的，视为投标人相互串通投标：

- (1) 不同投标人的投标文件由同一单位或个人编制;
- (2) 不同投标人委托同一单位或个人办理投标事宜;
- (3) 不同投标人的投标文件载明的项目管理成员为同一人;
- (4) 不同投标人的投标文件异常一致或者投标报价呈规律性差异;
- (5) 不同投标人的投标文件相互混装;

Under any of the following circumstances, bidders shall be deemed to have colluded with each other in bidding:

(1) The bidding documents of different bidders are compiled by the same unit or individual;

(2) Different bidders entrust the same unit or individual to handle bidding matters;

(3) The project management members specified in the bidding documents of different bidders are the same person;

(4) The bidding documents of different bidders are abnormally consistent or the bidding quotations are regularly different;

(5) The bidding documents of different bidders are mixed with each other;

7) 核查投标人近二年内是否存在严重违反招标、投标法有关规定的现象；

7) Check that the bidder has seriously violated the relevant provisions of the tendering and bidding laws in the past two years;

8) 不符合国家相关法律法规规定的有关事项。

8) Check that there are relevant matters that do not conform to relevant national laws and regulations.

9) 检查投标人其他资质。（详见附表）

9) Check other qualifications of the bidder. (Details refer to the attached table)

未通过以上任意一款的投标人不能进入详评。

The bidder who fails to pass any of the above items is not allowed to conduct detailed evaluation.

投标报价有算数错误或其它错误的，评标委员会按下列原则要求投标人对投标报价进行修正，并要求投标人书面澄清确认。投标人拒不澄清的，评标委员会应当否决其投标：

In case of arithmetical or other errors in the quotation, the Bid Evaluation Committee shall ask the bidder to correct the bid quotation according to the principles as followed and require the bidder to clarify and confirm in writing. If the bidder refuses to clarify, the Bid Evaluation Committee shall reject its bid:

1) 总价金额与单价金额不一致的，以单价金额为准，但单价金额小数点有明显错误的除外；

1) In case of any discrepancy between the total price and the unit price, the unit price shall prevail, unless there is an obvious error in the decimal point of the unit price;

2) 投标报价为各分项报价之和，投标总价与分项价格不一致的，应以分项价格之和为准；

2) The bid price is the sum of the itemized prices. If the total bid price is inconsistent with the itemized prices, the sum of the itemized prices shall prevail;

3) 如果分项报价中存在缺漏项，则视为缺漏项价格已包含在其它分项价格中；

3) If there are missing items in the itemized quotation, it shall be deemed that the price of the missing items has been included in other itemized prices;

有下列情形之一的，招标人应当重新招标：

(1) 潜在投标人少于 3 个的；

(2) 确认投标的潜在投标人少于 3 个的；

(3) 到投标截止时间时，投标人少于 3 个的；

(4) 评标委员会否决所有投标，或否决部分投标后因有效投标少于 3 个使得投标明显缺乏竞争，决定否决全部投标的；

(5) 国家法律法规规定的其他应重新招标的情形。

Under any of the following circumstances, the bid inviter shall re-invite bids:

(1) There are less than 3 potential bidders;

- (2) There are less than 3 potential bidders who confirm the bidding;
- (3) When the bidding deadline is reached, there are less than 3 bidders;
- (4) The bid evaluation committee rejects all bids, or decides to reject all bids because there are less than 3 valid bids after rejecting part of the bids, making the bids obviously lack of competition;
- (5) Other situations that require re-bidding as stipulated by national laws and regulations.

6. 详评

6. Detailed evaluation

评分办法：商务报价部分：75分（其中报价50分、商务25分）；技术部分：25分。

Scoring method: commercial quotation part: 75 points (including 50 points for quotation and 25 points for commerce). Technical part: 25 points.

6.1. 价格评分标准：

6.1 Price scoring standard:

A. 基础分为50分；

A. The basic score is 50.

B. 报价最低者得50分，但价格明显低于成本的除外；

B. The bidder who provide the lowest price will get 50 score, except that the price is obviously lower than the cost.

C. 价格得分为=（投标人中最低报价/投标报价）*50

C. The Price score of the bidder=(The lowest quotation/ quotation)*50

6.2 商务评标方法说明：

6.2 Description of commercial bid evaluation method:

The form are as followed:

项目 Item	评定内容 Content	评分标准 Evaluation Standard	分值 Score
商务部分 (满分25分) Commercial Part(25 score total)	企业业绩(10分) Enterprise Performance and achievements 10 score	每个业绩 2 分 2 score per performance and achievements	0-10
	企业认证(6分) Enterprise certification 6 score	(1).ISO Quality (ISO 9001) (2).ISO Environment (ISO14001) (3).ISO occupational health and safety (ISO45001) (4).BUJP (Badan Usaha Jasa Pengamanan / Security Service Business Entity) from The State Police of the Republic of Indonesia (5).Security Management System based on PERKAPOLRI No. 24 Tahun 2007 (6). Anggota Asosiasi Badan Usaha Jasa Pegamanan Indonesia (ABUJAPI) / Member of The Association of Indonesian Security Service Business Entities (ABUJAPI) (1 Certificate with 1 score)	0-6
	综合实力 (9分) Enterprise Comprehensive ability 9 score	根据投标文件打分 Based on the Bidding Documents	0-9

6.3 技术部分评议方法说明：技术部分：25 分

3.Technical part evaluation method description: technical part: 25 points

项目 Item	评定内容 Content	评分标准 Evaluation Standard	分值 Score
技术部分 (满分 25 分) Technical Part Total 25 score	服务组织与方案 15 分 Service Organization and Plan 15 score	根据投标文件打分 Based on the Bidding Documents	0-15
	管理制度 5 分 Management System and rules 5 score	根据投标文件打分 Based on the Bidding Documents	0-5
	项目管理人员 5 分 Project Management 5 score	根据投标文件打分 Based on the Bidding Documents	0-5