

# Proposal Evaluation Form RFP

RFP Information:

RFP Number: \_\_\_\_\_

Project Name: \_\_\_\_\_

Submission Deadline: \_\_\_\_\_

Evaluation Team: \_\_\_\_\_

## Proposal Evaluation Criteria

Criteria	Weight (%)	Score (1-10)	Weighted Score	Evaluator's Comments
Understanding of Requirements	20%			
Technical Approach	25%			
Management Plan	15%			
Past Performance	20%			
Pricing	20%			

Final Score: \_\_\_\_\_

Decision:

- Accepted
- Rejected
- Requires Further Review

Evaluator's Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_