

CBM Tanzania Supplier Prequalification Scoring Matrix

Evaluation Criteria	Weight (%)	Scoring Guide
Legal Compliance	25%	Valid business registration, TIN, tax clearance certificate
Financial Capacity	25%	Three years (3) Audited financial statements
Technical Capability	25%	Relevant experience, Curriculum Vitae with certified copies of all certificates for management/ personnel), equipment/resources
Past Performance & References	10%	Minimum of 3 references; history of similar contracts; client satisfaction
Ethical Standards & Governance	10%	Signed anti-corruption declaration; conflict of interest disclosure
Completeness of Submission	5%	All required documents submitted; application form properly filled out.

Minimum qualifying score: 80%

Note: Suppliers scoring below the threshold may be reconsidered in future cycles or invited for clarification.

CBM Tanzania Supplier Prequalification Checklist

Please ensure the following documents are included in your submission:

- Completed Prequalification Application Form
- Certificate of Incorporation or Business Registration (BRELA)
- Valid Tax Identification Number (TIN)
- Current Tax Clearance Certificate

- Audited Financial Statements (last 3 years).
- Company Profile and Organizational Structure
- List of Key Personnel with Qualifications and Roles
- List of Equipment or Facilities (if applicable)
- Minimum of 3 Client References with Contact Details
- Declaration of Conflict of Interest
- Anti-Corruption and Ethical Conduct Statement
- Relevant Certifications (e.g., ISO, TBS compliance, sector-specific licenses)