


SHORTLIST CRITERIA

CRITERIA		POINTS
1. Events portfolio in handling other events, project management, and key accounts		30 pts.
a. 10 years and above	30 pts.	30
b. 6 – 9 years	25 pts.	
c. 4 – 6 years	20 pts.	
d. 2 – 4 years	15 pts.	
e. 1 year	10 pts.	
f. No experience	0 pt.	
2. Proven expertise in conducting corporate and public virtual events management service (i.e. mega-webinars, multi-sectoral summits, consultations, and congresses)		20 pts.
a. 31 events and above	20 pts.	15
b. 16 – 30 events	15 pts.	
c. 1 – 15 events	10 pts.	
d. No events handled	0 pt.	
3. Has its own state of the art digital studio with a competent and efficient technical team composing of Event Director, Technical Engineer, professional lights and sounds team, and cameramen		20 pts.
a. Has a studio with a competent and efficient technical team	20 pts.	20
b. No studio	0 pt.	
4. Availability of resources to perform all responsibilities and specifications as indicated and required in the responsibilities of the Virtual Event Service Provider		20 pts.
a. Have met all the requirements	20 pts.	20
b. Didn't meet all the requirements	0 pt.	
5. Job Capacity and Overall Work Commitments		10 pts.
5.1. Current workload or handled projects relative to the capacity to undertake the activity		
a. 6 and above	1 pt.	5
b. 1 – 5	5 pts.	
c. 0	10 pts.	
TOTAL		90 PTS.
TOTAL MINIMUM POINTS TO QUALIFY		70 PTS.

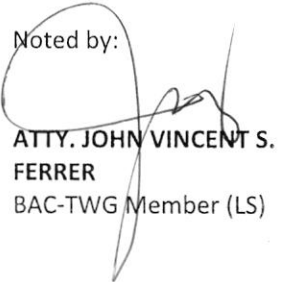
Prepared by:


EVANGELINE G. AVINANTE
 Labor and Employment Officer III

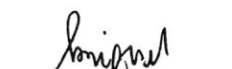
Approved by:



GRACE A. BALDOZA
 Chief, LMIRCGAD, BLE

Noted by:


ATTY. JOHN VINCENT S. FERRER
 BAC-TWG Member (LS)


DESIREE E. ESTRELLA
 BAC-TWG Member (AS)


LINA M. MIGUEL
 BAC-TWG Member (FMS)


EVANGELINE Q. QUINOY
 BAC-TWG Member (HRDS)