



Personal Service Contract Review Board
Form PSCRB-008
RFQ EVALUATION FACTOR SCORING SHEET

Using the table below, provide a list of the evaluation factors used in scoring the procurement, the total number of points available for each factor, and the number of points awarded to each respondent for each evaluation factor. The total number of points awarded to each respondent should be provided at the bottom of this table. This scoring sheet must be submitted to the Personal Service Contract Review Board with contracts that use an RFQ as a procurement method. If sub-categories are utilized in addition to the required factors below, a definition of the evaluation factor(s) and an explanation for the assigned weight(s) should be provided as well.

LIST OF EVALUATION FACTORS	DEFINITION OF FACTORS	WEIGHT OF FACTOR (percentage)	EXPLANATION OF WEIGHT ASSIGNED	Respondents/Points Awarded				



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LIST OF EVALUATION FACTORS	DEFINITION OF FACTORS	WEIGHT OF FACTOR (percentage)	EXPLANATION OF POINTS ASSIGNED	Respondents/Points Awarded				
Total Points Awarded		100%						