



## Internal Document: Commercial Vendor Evaluation Model

**Doc No:** BQ-PROC-MODEL-001 | **Status:** Active | **Confidential**

**Subject:** Weighted Scoring Model for RFQ Commercial Evaluation

### 1.0 Purpose

This document outlines the standardized weighted scoring model to be used by the automated procurement engine for evaluating technically approved vendor offers. The model is designed to prioritize overall project value over simple cost reduction.

### 2.0 Scoring Model

The "Best Fit Score" is calculated out of a possible 100 points, distributed across four key categories:

Category	Weighting	Scoring Logic
Price Competitiveness	45 Points	Calculated relative to the lowest compliant bid. (Lowest Bid = 45 points; a bid 10% higher = ~40.5 points, etc.)
Delivery Schedule	35 Points	Calculated relative to the shortest compliant lead time. (Shortest Time = 35 points; a lead time 10% longer = ~31.5 points, etc.)
Commercial Terms	15 Points	Scored based on pre-defined values for Incoterms and Payment Terms.
Vendor History & Risk	5 Points	Scored based on internal vendor performance rating. (New Vendor = 2.5 points by default).

### 3.0 Commercial Terms - Detailed Scoring

#### 3.1 Incoterms (Max 8 Points):

- **DDP (Delivered Duty Paid):** 8 Points (Max Value - Lowest Risk)

- **DAP (Delivered at Place):** 6 Points
- **CIF (Cost, Insurance, Freight):** 4 Points
- **FCA (Free Carrier):** 2 Points
- **EXW (Ex-Works):** 0 Points (Min Value - Highest Risk)

### **3.2 Payment Terms (Max 7 Points):**

- **100% on Delivery:** 7 Points (Max Value - Best Cash Flow)
- **30% Advance / 70% Delivery:** 4 Points (Standard)
- **50% Advance / 50% Delivery:** 2 Points
- **100% Advance:** 0 Points (Min Value - Highest Risk)

### **4.0 Workflow Application**

The Devon Automation Engine is authorized to apply this model to all technically compliant bids. The final output will be a "Decision Package" containing the Best Fit Score, the AI's recommendation, and a summary justification for management review.