

## Appendix E - Evaluation Matrix

The selection process should be conducted independently for each Lot and aims to ensure successful implementation of the **“Supporting different art forms Across Regions of Georgia | PERFORMING ARTS”**. Each application will be assessed based on two submitted documents: **1. Written Concept, 2. Price Sheet**

Each application will be evaluated using the criteria and points outlined below.

All sub-criteria are scored on a **1-5 scale** and totals per criterion remain consistent: **20, 15, 15, 10, 10, 30**.

Score	Meaning	Description
<b>1 - Poor</b>	Insufficient	Very weak demonstration; fails to meet minimum expectations.
<b>2 - Fair</b>	Limited	Some relevant elements; significant weaknesses.
<b>3 - Good</b>	Adequate	Meets basic requirements; acceptable quality.
<b>4 - Very Good</b>	Strong	Clear, convincing, well developed.
<b>5 - Excellent</b>	Outstanding	Comprehensive, compelling, exceeds expectations.

### Minimum Threshold Requirements

The assessment process may take up to four weeks, and the assessment results will be communicated via email. Proposals scoring below 60 points will not be considered for further assessment.

	Criterion	Sub criteria	Points
<b>1</b>	<b>Quality and Relevance of the Proposed Concept / Artistic Approach</b> (Written Concept)	<ul style="list-style-type: none"> <li>- Alignment of the proposed artistic/production concept with the objectives and scope of the assignment (<b>5 points</b>).</li> <li>- Clarity, coherence, and relevance of the creative approach (theatre, dance, performance art, site-specific, experimental formats) (<b>5 points</b>).</li> <li>- Suitability of the proposed artistic vision and formats for the target municipalities and audiences (<b>5 points</b>).</li> <li>- Overall artistic strength and feasibility of the proposed concept (<b>5 points</b>).</li> </ul>	20
<b>2</b>	<b>Methodological Approach, Implementation Plan, and Deliverables</b> (Written Concept)	<ul style="list-style-type: none"> <li>- Quality and clarity of the proposed methodology across stages (concept development, rehearsals, production, presentation) (<b>5 points</b>).</li> <li>- Feasibility of the workflow and timeline (May-October 2026) (<b>5 points</b>).</li> <li>- Deliverables and risk planning: adequacy of deliverables for selected Lot(s) and realism of risk mitigation measures (<b>5 points</b>).</li> </ul>	15
<b>3</b>		<ul style="list-style-type: none"> <li>- Appropriateness and complementarity of the proposed team composition (<b>5 points</b>).</li> </ul>	15

	<b>Team Composition, Role Allocation, and Assignment-Specific Experience</b> <i>(Written Concept)</i>	<ul style="list-style-type: none"> <li>- <i>Clarity of roles and responsibilities relevant to performing arts production (5 points).</i></li> <li>- <i>Demonstrated assignment-specific experience and alignment of skills to the artistic/technical approach (5 points).</i></li> </ul>	
<b>4</b>	<b>Understanding of the Project Context and Target Municipalities</b> <i>(Written Concept)</i>	<ul style="list-style-type: none"> <li>- <i>Demonstrated understanding of the regional context and cultural &amp; creative industries (CCI) landscape (5 points).</i></li> <li>- <i>Appropriateness of community engagement and local collaboration strategies, including suitability for non-urban infrastructures across the eight municipalities (5 points).</i></li> </ul>	10
<b>5</b>	<b>Artistic Value, Creativity, and Innovation of the Proposal</b> <i>(Written Concept)</i>	<ul style="list-style-type: none"> <li>- <i>Originality and artistic merit of the proposed concept (5 points).</i></li> <li>- <i>Creativity and innovation in movement language, staging, formats, or use of public/non-traditional spaces, and contribution to contemporary performing arts practice (5 points).</i></li> </ul>	10
<b>6</b>	<b>Financial Offer</b> <i>(Price Sheet)</i>	<ul style="list-style-type: none"> <li>- <i>Best price according to following criteria: Transparency and clarity of the budget, Proportionality of costs relative to the proposed scope and selected Lot(s) and Overall value for money.</i></li> </ul>	30