

# E-RATE BID EVALUATION WORKSHEET

Use this worksheet to help you score and tabulate responses to services sought under the FCC Form 470.

## ↓ EVALUATION INFORMATION

School Name:		←The name of your school.
E-rate Funding Year:		←The E-rate year for which you'll apply for these services (e.g. 2010).
Project or Service Description:		←Description of the service evaluated.
Form 470 Number:		←The FCC Form 470 Number which began the procurement process.

## ↓ EVALUATION CRITERIA

## ↓ TOTAL SCORE

In the spaces to the right, list the criteria on which the service providers are evaluated, along with the maximum points possible for each criteria. Keep in mind that the price of E-rate eligible goods/services must have the most possible points of any single criterion.

In the rows below, complete the information for each service provider.

		Price of Eligible goods/services					Total Score
		MAX POINTS	MAX POINTS	MAX POINTS	MAX POINTS	MAX POINTS	MAX POINTS
		_____	_____	_____	_____	_____	100
	↓ SERVICE PROVIDER NAME	↓ SPIN (If Available)	↓ POINTS AWARDED	↓ POINTS AWARDED	↓ POINTS AWARDED	↓ POINTS AWARDED	↓ POINTS AWARDED
1			+	+	+	+	=
2			+	+	+	+	=
3			+	+	+	+	=
4			+	+	+	+	=
5			+	+	+	+	=
6			+	+	+	+	=
7			+	+	+	+	=
8			+	+	+	+	=
9			+	+	+	+	=

## ↓ VENDOR SELECTED

## ↓ APPROVED BY (SIGNATURE)

## ↓ NOTES

↓ DATE OF EVALUATION	↓ APPROVED BY (PRINTED)	