

## Innovation Technique 5 — Comparative Evaluation

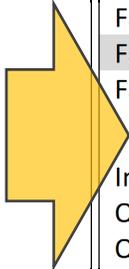
- Ideal for task/delivery orders under FAR subpart 8.4 and § 16.505, but also for part 13 simplified acquisitions (incl. subpart 13.5 for commercial items up to \$7 Million). Not recommended for use under FAR part 15.
- Probably more suited to acquisitions with a few quotes and a few evaluation factors.
- Provides ultimate subjectivity/flexibility in the evaluation and selection processes.
- Keeps documentation to a minimum.
- **No ratings are assigned.**
- Recommended text for your solicitation:



**Comparative Evaluation.** The Government may perform a comparative evaluation (comparing offers to each other) to select the contractor that is best suited and provides the best value, considering the evaluation factors in this solicitation.

### TECHNICAL EVALUATION REPORT *(notional)*

1. **Factor One**—
  - a. Quote A’s noteworthy observations:
    - \_\_\_\_\_
    - \_\_\_\_\_
  - b. Quote B’s noteworthy observations:
    - \_\_\_\_\_
    - \_\_\_\_\_
  - c. Quote C’s noteworthy observations:
    - \_\_\_\_\_
    - \_\_\_\_\_
  - d. For Factor One, we consider Quote A to be most advantageous because \_\_\_\_\_.
2. **Factor Two**—
  - a. Quote A’s noteworthy observations:
    - \_\_\_\_\_
    - \_\_\_\_\_
  - b. Quote B’s noteworthy observations:
    - \_\_\_\_\_
    - \_\_\_\_\_
  - c. Quote C’s noteworthy observations:
    - \_\_\_\_\_
    - \_\_\_\_\_
  - d. For Factor Two, we consider Quote B to be most advantageous because \_\_\_\_\_.
3. **Factor Three**—
  - a. Quote A’s noteworthy observations:
    - \_\_\_\_\_
    - \_\_\_\_\_
  - b. Quote B’s noteworthy observations:
    - \_\_\_\_\_
    - \_\_\_\_\_
  - c. Quote C’s noteworthy observations:
    - \_\_\_\_\_
    - \_\_\_\_\_
  - d. For Factor Three, we consider Quote A to be most advantageous because \_\_\_\_\_.



### TRADEOFF DECISION DOCUMENT *(notional)*

I have reviewed the Technical Evaluation Report and I adopt the evaluation team’s findings as my own. The check marks in the table below show the quotes that are most advantageous for each factor, along with each quote’s price:

	Quote A	Quote B	Quote C
Factor One	✓		
Factor Two		✓	
Factor Three	✓		
Factor Four	\$100	\$95	✓\$80

✓ = most advantageous for that factor

In my opinion, Quote A provides the best value. Quote A provides greater technical merit than either Quote B or Quote C, and Quote B provides greater technical merit than Quote C. The benefit of Quote A’s \_\_\_\_\_ for Factor One and of \_\_\_\_\_ for Factor Three exceeds the benefit of Quote B’s \_\_\_\_\_ for Factor Two. The benefit of Quote A merits the higher cost over both Quote B and Quote C.

<or>

In my opinion, Quote B provides the best value...

<or>

In my opinion, Quote C provides the best value...

See **Comparative Evaluation (No Ratings)** in this workbook's GAO Guide.