

Network Bid Comparison Template

Normalize scope, exclusions, rates, schedule, evidence and risk across three network-installation bids.

Compare scope before totals. Enter each submitted bid, restore omitted requirements and normalize allowances. Only the resulting total is a comparable price.

1. Project and evaluation record

Project / rollout

Evaluator and date

Number and type of locations

Required schedule and constraints

Buyer's baseline scope and acceptance outcome

2. Bidders

Vendor A

Vendor B

Vendor C

Contact / proposal date

Contact / proposal date

Contact / proposal date

3. Non-negotiable gates

Record Pass, Fail or Clarification Required for insurance, required credentials, schedule, technical compliance and acceptance deliverables.

Vendor A gate result

Vendor B gate result

Vendor C gate result

Clarification questions, owner and response deadline

Normalize the Submitted Prices

Use positive additions for omissions and negative values for accepted deductions. Keep the source clarification beside this worksheet so every adjustment is auditable.

Price block	Normalization rule	Vendor A	Vendor B	Vendor C
Base bid	Submitted total before corrections			
Scope additions	Required work omitted or carried as owner scope			
Allowances normalized	Replace unlike allowances with one buyer value			
Travel and mobilization	Restore travel, freight or site mobilization omissions			
Lifts and access	Normalize lifts, escorts, badging and landlord costs			
Testing and closeout	Restore certification, as-builts and documentation			
Project management	Restore PM, reporting and rollout coordination			
Alternates selected	Add or subtract only buyer-selected alternates			
Normalized total	Comparable evaluated price after all adjustments			

Adjustment notes

Vendor A

Vendor B

Vendor C

Do not score price yet. First finish the scope matrix on page 3. A missing testing package or assumed owner-furnished lift belongs in the normalized total.

Scope Compliance Matrix

Enter Included, Excluded, Allowance or Unclear. Add the bidder's page reference or clarification number where the answer is qualified.

Requirement	Required baseline	Vendor A	Vendor B	Vendor C
Site surveys and field verification				
Copper cabling, termination and certification				
Fiber backbone, splicing and acceptance testing				
Racks, cabinets, managers, grounding and cleanup				
WiFi AP mounting, cabling, survey and validation				
Switch / firewall / SD-WAN installation and turn-up				
Pathways, sleeves, firestopping and permits				
Staging, asset capture, shipping and reverse logistics				
As-builts, photographs, result files and signoff				

Material differences and proposed substitutions

Vendor A

Vendor B

Vendor C

Execution and Evidence Scoring

Score 0–5. Zero means absent or unacceptable; three means responsive but ordinary; five means specific, documented and low-risk. Keep interview enthusiasm out of the score unless it produced written evidence.

Category	Scale	Strong response	A	B	C
Scope completeness	0–5	Every requirement answered; exclusions priced			
Schedule realism	0–5	Crew-days, access windows and dependencies shown			
Geographic coverage	0–5	Named delivery model across every site			
Field supervision	0–5	Named leads, escalation path and quality controls			
Testing method	0–5	Instrument, limit, result format and remediation defined			
Closeout controls	0–5	Indexed evidence, as-builts and signoff workflow			
Project visibility	0–5	Per-site status, risks and acceptance are visible			
Compliance	0–5	COI, screening, permits and site rules addressed			
Commercial clarity	0–5	Rates, premiums, assumptions and validity disclosed			
References / evidence	0–5	Comparable work supported by verifiable artifacts			

Risk notes

Vendor A

Vendor B

Vendor C

Disqualifier rule: a failed mandatory compliance or acceptance gate is not cured by a high weighted score.

Commercial Comparison and Award

4. Unit rates and terms

Commercial item	Vendor A	Vendor B	Vendor C
Standard technician hourly rate			
Lead / engineer hourly rate			
After-hours or weekend premium			
Per-site mobilization			
Per-drop copper installation			
Fiber termination / splice unit			
Lift or specialty-access rate			
Revisit / failed-access charge			
Project-management line or percentage			
Quote validity and escalation rule			

5. Final decision record

Vendor A weighted score

Vendor B weighted score

Vendor C weighted score

Selected vendor and normalized total

Approver, date and procurement reference

Award rationale

Explain the tradeoff among normalized price, technical score, schedule and retained risk.

Clarifications and conditions incorporated into the award

This template is a procurement aid, not legal, engineering or financial advice. Adapt the gates, weights and approval requirements to your organization. SRS Networks deploys enterprise infrastructure across the 48 contiguous states, Alaska and Hawaii.