Commercial Landscape Bid Comparison Scorecard

Use this scorecard to compare landscape proposals by value, not price alone.

Property:	**Reviewer:**
Date:	**Vendor A:**
Vendor B:	**Vendor C:**
Current Vendor:	**Decision Deadline:**

Instructions

Score each vendor from 1 to 5 in each category. 5 is strongest. 1 is weakest. Multiply the score by the weight to calculate the weighted score. Add the weighted scores for each vendor.

Scoring Scale

- ☐ 5 = Strongest
- ☐ 4 = Well done
- ☐ 3 = Acceptable, but needs clarification
- ☐ 2 = Weak
- ☐ 1 = High concern

Score Table

Category	Weight	A Score	A Weighted	B Score	B Weighted	C Score	C Weighted
Scope completeness	0.25						
Price clarity and exclusions	0.15						
Irrigation responsibility	0.15						
Communication and reporting	0.15						
Insurance, licensing, and subcontractors	0.15						
Property type experience and long-term fit	0.15						
Total Score	1.00						

Quick Review Questions

Which vendor has the most complete scope? _____

Which vendor has the clearest exclusions? _____

Which vendor best explains irrigation responsibility? _____

Which vendor will reduce manager workload? _____

Which vendor has the strongest insurance and licensing documentation? _____

Which vendor is the best long-term fit? _____

Recommendation Section

Recommended vendor: _____

Reason: _____

Main risks: _____

Clarifications needed before award: _____

Owner or board approval notes: _____