

## **Annex C - EVALUATION AND WEIGHTING CRITERIA**

### **REQUEST FOR PROPOSAL EVALUATION AND WEIGHTING CRITERIA**

- **70% technical**
- **30% financial**
- **100% total**

Submitted proposals will be assessed using Cumulative Analysis Method. All request for proposal will be weighed according to the technical (70 points) and financial considerations (30 points). Financial proposals will be opened only for those application that attained 70% or above on the technical part (49 out of 70 points). Below are the criteria and points for technical and financial proposals.

#### **A. Technical Proposal**

##### **1) Overall Response (10 points)**

- general adherence to Terms of Reference and tender requirements (5)
- Elaborated and articulated understanding of scope, objectives and overall assignment requirements. (5)

##### **2) Company and Key Personnel (30 points)**

- team member(s) meet academic requirements (1)
- company meets minimum (5) years of experience (1)
- company has previously conducted similar work (10)
- company is properly registered a/o has required certifications, memberships, etc.(1)
- Quality assurance mechanism and risk mitigation measures (5)
- Two Samples of previous relevant work undertaken successfully by the contractor. (1)
- Names and CVs of team members entailing their specific academic, professional backgrounds and roles in the assignment for UNICEF review and approval. The Contractor should make a commitment to this effect, in order to avoid possible changes in the team members' composition after the start of the assignment. (10)
- Management approach at the functional and the senior management levels. (1)

##### **3) Proposed methodology and approach (30 points)**

- deliverables are addressed as per TOR (15)
- proposed timelines are met (15)

**Minimum technical score: 70% of 70 points = 49 points**