

Training and mentoring services for teachers on quality inclusive education within “Romania for every child” project

RFQS/LRQS-2022-9174969-Training and mentoring

The proposals will be evaluated against the following:

1) Technical Evaluation – 80p

The technical evaluation criteria will be based a 80p from the total of 100p, respecting the following requirements:

CATEGORY	POINTS
Technical Criteria	80
A) Overall Response	10
<ul style="list-style-type: none"> Completeness and relevance of the technical proposal with terms of reference Strong analytical and conceptual thinking in the development of the technical proposal 	<p>5</p> <p>5</p>
B) Experience at the level of the Team of Experts	50
<ul style="list-style-type: none"> University degree in educational sciences, social sciences or another related field. Minimum 5 years of experience in delivering training programs and/or mentoring programmes for teachers. Minimum 3 years of experience working in projects/programmes that promoted: <ul style="list-style-type: none"> inclusive education and addressing at risk/disadvantaged categories of students (<i>apply for Team 1</i>) mental health for students and/or teachers, development of socio-emotional abilities and wellbeing in schools, etc. (<i>apply for Team 2</i>) activities/programs for ECD and ECEC, including on disability/inclusion (<i>apply for Team 3</i>) Proven working experience in coaching and mentoring for teachers, with focus on addressing at risk/disadvantaged categories of students (children with SEN, children with disabilities, Roma children). Knowledge of children's rights and familiarity with human rights-based approaches and with principles of gender mainstreaming. Availability to travel and deliver training in Bacau, Moinesti and Brasov. Proficiency in Romanian (all activities will be carried out in Romanian language) and good knowledge English language. 	<p>5</p> <p>10</p> <p>10</p> <p>10</p> <p>5</p> <p>5</p> <p>5</p>

C) Proposed working plan	20
○ Clarity and feasibility of the detailed work plan/schedule of activities, including availability for work within the proposed time frame.	8
○ Coherence, relevance and methods (creativity and innovation) proposed for delivering the activities.	8
○ Knowledge and integration of UNEG norms, standards, guidelines, observance of child safeguarding requirements and confidentiality in the working plan	4

Total Maximum **80** Points

Only Proposals that receive a minimum of **40** points will be considered further (opening of the Financial Proposal).

4) Financial Proposals - 20p

The financial offer must be submitted in **USD and RON** (New Romanian Lei), exclude VAT, should include:

- Gross Consultancy fee/day and the total number of days – for training services
- Gross Consultancy fee/day and the total number of days – for mentoring services

The financial proposal will be based at 20p from the total of 100p

The total amount of points allocated for the price component is **20**. The maximum number of points will be allotted to the lowest price proposal that is opened and compared among those invited firms/institutions which obtain the threshold points in the evaluation of the technical component.

All other price proposals will receive points in inverse proportion to the lowest price:

$$\text{Score for price proposal X} = \frac{\text{Max. Score for price proposal} * \text{Price of lowest priced proposal}}{\text{Price of proposal X}}$$

Example: Price of lowest priced proposal= 800 // Price of proposal X= 1000

$$\text{Score for price proposal X} = \frac{\text{Max. Score for price proposal (20)} * \text{Price of lowest priced proposal (800)}}{\text{Price of proposal X (1000)}} = 16$$

Total Technical and Financial Proposals

100 Pts

UNICEF will award the contract to the vendor whose response is of high quality, clear and meets the projects goals.

The price/cost of each of the technically compliant proposals shall be considered only upon evaluation of the above technical criteria.

The bidders should ensure that all pricing information is provided in accordance with the following:

- The currency of the proposal **shall be in USD and RON (New Romanian Lei)**.
- The bidder will suggest a payment schedule for the Contract (monthly/ per deliverables/etc.), linked to unambiguous Contract milestones.

Regarding the financial offer the proposed budget, the bidder does not have to budget any logistical costs for the workshops, nor the travel costs for the experts (meals, accommodation and transport) which will be covered by UNICEF, but if needed the bidder will budget and pay directly “per diem” for the experts proposed. All logistics related to conference rooms, meals and coffee-breaks for participants, training materials for participants, etc. will be organized by and paid to a travel / event agency indicated by UNICEF. Payments will be made directly by UNICEF to the respective agency.

The Proposal(s) achieving the highest combined technical and financial score will be awarded the contract(s).