

## Mandatory Criteria (pls mark with Pass or Fail)

Mandatory Pre-qualification formal criteria (pass/fail)	Yes/No	Documentary Proof (page number of proposal)
1 Proposal is valid for at least 90 days		
2 Acceptance of the WMO General Conditions of Contracts (any alternative wording to the sample contract must be clearly articulated and will be taken into consideration as part of the evaluation process);		
3 Submission of proof of experience with a minimum of three years of business experience (capacity resources and relevant expertise to handle the project; demonstrate a good track record in delivering similar services) with at least 2 references;		
4 Submission of Certificate of Incorporation, displaying the bidder is legally registered entity;		
5 The bidder is not suspended, nor otherwise identified as ineligible by any UN Organization, the World Bank Group or any other International Organization;		
6 <a href="#">The bidder has read and fully accepts the UN supplier code of conduct</a>		

**EVALUATION CRITERION IS AS FOLLOWS:**

			%
1	Understanding of WMO Requirements		60.00
2	Facilitator/Trainer Experience		25.00
3	Contractor's Experience and Profile		15.00
<b>WEIGHT OF EACH SUB-CRITERION</b>			
Each sub-criterion will be evaluated with raw scores between 1 (lowest) to 10 (highest) points using the below chart plus a short justification/narration.			
Score	Adjective	Description	
10	Exceptional/Blue	Exceeds specified performance or capability in a beneficial way to the WMO; high probability of success; no significant weakness noted.	
7	Acceptable/Green	Meets requirement/standard; good probability of success, weaknesses can be readily corrected.	
4	Recoverable	Fails to meet some requirements/standards; average probability of success, many deficiencies, but correctable	
1	Unacceptable	Fails to meet a minimum requirement; requires a major revision to the proposal to make it acceptable	

**MINIMUM SCORE:** Bidders that receive weighted score less than 70 pts (70% of the maximum weighted score) shall be considered technically unacceptable.

**MAXIMUM SCORE:** The maximum raw score is 90 points, maximum weighted score is 100 points.

**WEIGHT OF TECHNICAL PROPOSAL = 70%****WEIGHT OF FINANCIAL PROPOAL = 30%**

<b>1. UNDERSTANDING OF WMO REQUIREMENTS</b>		<b>60.0%</b>	
1.1	Delivers a solution that fully meets the ToRs and addresses the GEO business needs.		45%
1.2	Demonstrates how key issues will be managed in accordance with proven work methodologies;		30%
1.3	Has the capacity to undertake the assignment within the timeframes required and adequate resourcing to ensure reliable delivery of services;		25%
<b>2. FACILITATOR/TRAINER EXPERIENCE</b>		<b>25.0%</b>	
2.1	Clear, structured approach based on industry best practices		40.0%
2.2	Successful track record with scientific and technical constituencies		30.0%
2.3	Experience working with diverse, multicultural teams to build shared organizational goals, culture, and values		30.0%
<b>3. CONTRACTOR'S EXPERIENCE AND PROFILE</b>		<b>15.0%</b>	
3.1	Capacity, resources, and experience in similar projects		40.0%
3.2	Degree of quality of 2 recent references of similar projects		30.0%
3.3	Compliance with the sustainable requirements		30.0%
<b>TOTAL WEIGHTED SCORE (all weighted scores below 70 are disqualified)</b>		<b>100.0%</b>	
<b>WEIGHTED TECHNICAL SCORE (70%)</b>			
<b>PRICE BID / QUOTE AMOUNT</b>			
<b>PRO RATED SCORE</b>			
<b>WEIGHTED FINANCIAL SCORE (30%)</b>			
<b>TOTAL TECHNICAL AND FINANCIAL WEIGHTED SCORE</b>			