

Technical evaluation criteria

1. The technical proposal should include the following:

a) The proposed evaluation team, with the following required content:

- CV of the team leader. This criterion will be assessed against the elements provided in the section *Qualifications of the Evaluation Team*. The CV will be assessed against the depth and length of the experience, and the strength of expertise and skills mentioned in this section.
- CVs of the evaluation team members. This criterion will be assessed against the elements provided in the section *Qualifications of the Evaluation Team*. The CV will be assessed against the depth and length of the experience, and the strength of expertise and skills mentioned in this section.
- Samples of work of the evaluation team leader (see table below).

UNICEF may decide to invite the evaluation Team Leader and/or the evaluation team member for an interview as part of the evaluation process. The scoring of the interview will be reflected in the scoring of the evaluation team leader and/or the evaluation team members. UNICEF may contact the listed contact persons that are mentioned in the CV related to earlier assignments.

b) A note on the evaluation approach (maximum 25 pages, excluding annexes), addressing following elements:

- a critical reflection of the evaluation approach with suggestions of an evaluation approach/approaches and their rational, demonstrating the evaluation team leaders' capability of identifying what is required to develop and finalize an evaluation approach, preferably with innovative elements, within the boundaries of this evaluation; this should be a reflection on, and not a description of a suggested evaluation approach. The following needs to be at least covered:
 - overall evaluation design and framework, including explanation of the approach to address the evaluation questions;
 - proposed data collection and analysis methods, including justification given the evaluation questions, intervention description and initial stakeholder mapping;
 - explanation of systematic methods for literature review, document review and secondary data analysis;
 - explanation and justification of sampling strategies and proposed number of interviews/surveys/etc;
 - approach to engage young people in the evaluation process;
 - approach to operationalize the integration of human rights, JbWMGB, equity and disability in the evaluation design and process.
- a description of the approach for ensuring that the quality of the evaluation process and of the evaluation deliverables is in line with the quality expectations of UNICEF (see above) also taking into account the limitations and risks, and that the ethical considerations are well addressed during the entire evaluation process, in line with the UNICEF procedure on ethics in evidence generation.
- a tentative workplan, based on the ToR, with comments and proposed adjustments, and specifying the involvement of each evaluation team member in each phase (level of effort)
- a summary table of the evaluation team, summarizing how the key evaluation experts fit the requirements described above and indicating their specific responsibilities during the implementation of the evaluation (in line with the financial proposal). A description of the relevant support staff (other than the key evaluation experts) that will contribute to the implementation of the evaluation, including the responsibilities for the contract management and the quality assurance. UNICEF promotes collaboration with universities in Iraq on evidence generation; potential collaborations with a preferably public university is envisioned, this should be outlined here as well.

This note should not include a full proposal for an evaluation methodology as this will be developed during the inception phase.

Bidders must score minimum 15 points on the CV of the team leader and 22 points on the CVs of the combined evaluation team members to be considered technically responsive and compliant and in order for the full technical proposal to be reviewed and the financial proposal to be opened. The incorporation of an Iraqi team member with residence in Iraq is a minimum requirement.

Before the award of the contract, all evaluation team members will be requested to make a firm commitment on their availability and to confirm their willingness to conduct in person field mission in Iraq.

The technical proposals will be evaluated against the following criteria:

Technical Evaluation Criteria		
Section 1: EVALUATION TEAM LEADER	Evaluation team leader	20
	Evaluation expertise: strong skills and expertise in evaluation theory and conceptual frameworks, and strong qualifications in qualitative and quantitative data collection tools, and in data analysis methods. Experience with theory-based evaluations, development of theories of change/intervention logics and results-based management. Experience with applying a systems perspective in evaluation is desired. To be demonstrated in the CV through at least 10 years of experience in designing and implementing evaluations and through submission of at least 3 evaluation reports developed over the past 5 years by the evaluation team leader.	5
	Evaluation Team Leader: at least 5 years of experience as an evaluation team leader, proven through the CV and through the submission of at least 2 evaluations over the past 5 years.	5
	Education: Master's Degree or higher in civil or environmental engineering, social sciences, public management, economics, international development or a related area. Specialization relevant to themes covered in this evaluation is desired. To be demonstrated in the CV. Copies of academic titles can be requested.	3
	Communication skills: excellent level of English (oral communication, reading documents, writing complex reports); excellent facilitation skills; proficiency in Arabic is desired. Proven through the CV and the submission of sample reports. UNICEF may contact the listed contact persons that are mentioned in the CV related to earlier assignments.	3
	Context expertise: previous experience in conduction evaluations or research or other strategic analysis efforts in the MENA region is desirable. Sound understanding of the child rights agenda, and of UNICEF's mandate (proven through relevant assignments with UNICEF in the past 5 years).	2
	Normative framework: Understanding of the UNEG norms and standards for evaluation, and of the UNICEF procedure on ethics in evidence generation. Proven through previous satisfactory evaluation assignments with the UN. Familiarity and satisfactory experience executing a contract with UNICEF evaluation (at any level) is an added advantage.	2
Section 2: EVALUATION TEAM MEMBER(S)	Evaluation Team Members	30
	Expertise in water systems: technical skills and knowledge in water auditing, water allocation, water systems design tools, water CAD, water resources management, water quality testing, water treatment, hydraulic surveys and/or water safety programming; previous experience with sub-zoning of water distribution systems desirable. Strong understanding of social and behavioural dimension of water system management, use and conservation. Proven through the CV through at least 4 assignments (assessments, research, modelling, evaluation or other type of analysis) over the past 5 years in these fields and through an advanced university degree in sanitary/environmental engineering. Expertise in assessing and analyzing the social and behavioural dimensions of water management and use need to be clearly demonstrated.	8
	Expertise in climate change or climate sciences: expertise in climate change mitigation and/or adaptation related to water-related risk; expertise in MENA region is desirable. Proven through the CV or academic education.	3
	Expertise in youth engagement: expertise in conducting research, evaluation or analysis about youth engagement, skilling and empowerment; expertise in youth engagement related to climate change, WASH or green economy is a plus. Sound experience in conducting data collection with/about adolescents and youth. Proven through the CV with at least 5 years relevant experience in this area.	5
	Evaluation expertise: experience in conducting evaluations, preferably in the areas relevant to the project; previous experience with UN evaluations is desired; technical expertise in qualitative and quantitative data collection methods and tools. Sufficient understanding of the ethics in evidence generation. To be demonstrated in the CV through previous participation in evaluation, at least 5 years of experience with the design and implementation of relevant data collection tools and through a certificate of a training on ethics in evidence generation.	5
	Communication skills: language skills as presented in the qualification requirements (oral communication, analysing data and documents), excellent facilitation skills. Proven through the CV; the CV should therefore also mention at least 3 referees and their contact data.	3
	Context expertise: Iraqi nationality and residence in Iraq; residence in Basra is a plus (at least one team member). At least half of the team members need to have previous work experience in the MENA region. In-depth understanding of water and climate change issues in Iraq and the stakeholders involved sufficient. Understanding of the child rights agenda and of UNICEF's mandate.	3

	Expertise and experience in integrating JbWMGB, equity and human rights in evaluations. Experience with integrating disability in evaluation is desired.	3
Section 3: Overall approach	Overall approach	25
	Appropriate and credible evaluation approach to address the evaluation objectives and questions, including proposed data collection methods and analysis, approach to document/literature review and secondary data analysis, sampling, youth engagement and integration of crosscutting dimensions. Mechanisms for quality assurance and ethical considerations	15
	Workplan: tentative workplan, with comments and proposed adjustments	5
	Summary table of the evaluation team: <ul style="list-style-type: none"> - Complementarity between the evaluation team members in implementing the assignment, and a description of any back office support staff involved in the evaluation - Level of effort of the evaluation team members (including the evaluation team leader) and of the back-office support team in the different phases of the evaluation - Diversity among team members in terms of cultural background and female/male. 	5
	Total score	75

2. The financial proposal (**max. 25 points**) must be separated from the technical proposal. Bidders are expected to submit a lump sum financial proposal to complete the entire assignment based on the ToR. Costs will be formulated in US dollars. The lump sum should be broken down to show the detail for the following:

- Cost breakdown by professional fees and travel expenses
- Cost breakdown by project deliverables (based on the ToR)

As per UNICEF procurement procedures, the budget for this evaluation assignment is not disclosed.

Bidders are required to estimate travel costs in the financial proposal. The budget for any international travel needs to be identifiable in the overall financial proposal.

3. The weight allocated between the technical and the financial proposal is 75:25.
- Technical Evaluation Criteria (75): The passing score for the evaluation team leader is 15/20, the combined evaluation team members is 22/30, and for the technical evaluation, the overall passing score is 50/75. The proposer will be technically scored based on the formula below:
 - Bidder A = total score of technical proposal (Bidder A)
 - The Financial Evaluation (25): The bidders who pass the Technical Evaluation Criteria will be financially scored based on formula below:
 - Bidder (A) = (Maximum score for price proposal (25 points) x Price of lowest priced proposal(s) among technically passed bidders)/Price of proposal (Bidder A).
 - Total Weight Evaluation will be the cumulative of the two formulas above (Technical and Financial).

All proposals should be sent to UNICEF Iraq Bids at irqtender@unicef.org. A Bid Selection Committee will review all applications as they arrive.