

NOTE:

Section H: Scope of Proposal Price and Schedule of Payments has been amended and title of deliverable 6 has been changed to “Infographics” instead of “Report on Public Meeting “(as indicated in the announced RFP)

Location of Work

The data collection should be conducted countrywide, including all nine regions (urban and rural areas) and Tbilisi.

G. Qualifications of the Service Provider

Please, kindly refer to **Annex 2 of RFP (Form for Submitting Service Provider’s Proposal): Section A (Qualification Service Provider), Section B (Proposed Methodology), and C (Qualification of Key Personnel).**

H. Scope of Proposal Price and Schedule of Payments

The contract price will be a fixed output-based price regardless of the extension of the contract duration. Payments will be made through bank transfer according to the following schedule upon submission of each deliverable and invoice and acceptance by UNDP.

#	Deliverables	Timing
1	Deliverable 1. Inception Report	4 weeks after the contract commencement
	Deliverable 2. Final data collection instruments	
2	Deliverable 3. Technical Report	16 weeks after the contract commencement
	Deliverable 4. Draft Analytical and Mission Reports	
3	Deliverable 5. Final Analytical and Mission Reports	22 weeks after the contract commencement
	Deliverable 6. Infographics	

I. Recommended Presentation of Proposal

The Technical Proposal should be submitted according to the forms and instructions given in the Annex 2 of Request for Proposals.

J. Criteria for Selecting the Best Offer

Selection of the service provider will be based on the Combined Scoring method where the qualifications and methodology (Technical Proposal) will be weighted a maximum of 70% and combined with the price offer (Financial Proposal) which will be weighted a maximum of 30%. The Technical Proposal sub-sections will be scored according to the following weights:

Summary of Technical Proposal Evaluation		Score Weight	Points Obtainable
1.	Expertise of the Company/Institution	35%	350
2.	Proposed Methodology, Study Design and Implementation Plan	35%	350

3.	Management Structure and Qualification of the Key Personnel	30%	300
Total			1,000

Final scores are calculated in the following way:

Rating the Technical Proposal (TP):

TP Rating = (Total Score Obtained by the Offer / Max. Obtainable Score for TP) x 100

Rating the Financial Proposal (FP):

FP Rating = (Lowest Priced Offer / Price of the Offer Being Reviewed) x 100

Total Combined Score:

(TP Rating) x (Weight of TP, e.g. 70%)
 + (FP Rating) x (Weight of FP, e.g., 30%)
Total Combined and Final Rating of the Proposal