**ANNEX 2**

**FORM FOR SUBMITTING SERVICE PROVIDER’S PROPOSAL[[1]](#footnote-1)**

***(This Form must be submitted only using the Service Provider’s Official Letterhead/Stationery[[2]](#footnote-2))***

[insert: *Location]*.

[insert: *Date]*

To: UNDP Uzbekistan

We, the undersigned, hereby offer UNDP the following services in accordance with the requirements specified in **RFP** and all its annexes, as well as the General Terms and Provisions of UNDP contracts. We confirm that we have read, understood and accept the requirements and terms of the terms of reference describing our duties and responsibilities under this RFP, as well as the general UNDP terms and conditions under the contract.

We agree to abide by the terms of this commercial offer within **90 calendar** days from the deadline specified in the request for the submission of the offer; it remains binding and can be accepted at any time before the expiration of this period. We hereby declare that:

(a) All information and statements presented in this tender offer are true, and we agree that any incorrect information contained in it may lead to our disqualification;

(b) At present, we are not included in the UN register which includes companies that are not entitled to supply, and other similar lists of other UN agencies, and we are in no way connected with any companies or persons included in the UN Security Council Committee Consolidated List 1267/1989.

(c) We are not at the stage of unfinished bankruptcy and we have no lawsuits or claims that could adversely affect our work as an operating enterprise;

(d) We do not employ people who work or have recently worked for the UN or UNDP, and we do not plan to hire such persons.

We are aware that your organization reserves the right to accept or reject any of the proposals received, is not responsible for such actions and does not undertake to inform the supplier of their reasons without a request from us:

1. **Qualifications of the Service Provider**

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| *The Service Provider must describe and explain how and why they are the best entity that can deliver the requirements of UNDP by indicating the following:* |
| *a)* *Profile – describing the nature of business, information about the company (5 pages max.) confirming the field of expertise, practical experience of the Offeror in the required area.* |
| *b) The company’s charter should include the right and other permits to provide the service, Registration Papers, Tax Payment Certification, etc.* |
| *с) At least 2 similar research work in the field of futures, skills technology foresight methodology, education, legislative, social, etc.* |
| *e) A copy of Latest Business Registration Certificate and License verified by signature of authorized person and stamp.* |

1. **Proposed Methodology for the Completion of Services**

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| *The service provider should provide a step-by-step concept and implementation scheme for the tasks/methodology with a work schedule (5 pages max.), describe how it will meet the RFP requirements with a detailed description of the main performance characteristics of the work, reporting mechanisms and quality assurance, and rationale for the proposed methods in the context of local conditions and the type of work.* |

1. **Qualifications of Key Personnel**

*If required by the RFP, the Service Provider must provide:*

1. *Names and qualifications of the key personnel that will perform the services indicating who is Team Leader, who are supporting, etc.;*
2. *CVs demonstrating qualifications must be submitted if required by the RFP; and*
3. *Written confirmation from each personnel that they are available for the entire duration of the contract.*
4. *Copy of diplomas, certificates, as required by UNDP.*
5. **Cost Breakdown per Deliverable**

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| --- | --- | --- | --- |
| **Outputs** | **Activity/Output** | **Payment Structure** | **Price \_\_\_\_ (indicate currency)**  **(The total amount)** |
|  | **Result No. 1.** Following outputs prepared and submitted:  1) Overview of the development context of the country and identification of the priority sectors/industries (preferably digital entrepreneurship, green construction and digital agriculture) for conducting STF, with description of profiles and justification for selection prepared;  2) List of key partners and specialists with relevant expertise from each of the selected sectors/industries identified and working groups formed to participate in the STF sessions;  3) National stakeholders and experts participated in workshops on key concepts of foresight technology, building shared vision of the future and skills anticipation; | 50% |  |
|  | **Result No. 2.** Following outputs prepared and submitted:  1) Under moderation of International Consultant STF sessions conducted by working groups, full-scale prognosis of the selected sectors prepared, including foresight boundaries, map of the future with trends, hard and soft technologies, changes in work tasks and skills needs defined in the three-time horizons;  2) STF summary report with ‘Future image’ of the selected industries with map of new work tasks with the existing and new practices, estimated demand for new skills and practical recommendations on role of business sector, Higher Education and TVET systems, and policy measures/projects;  3) Assistance provided to preparing knowledge, PR and outreach materials on conducted STF as change management tool; | 50% |  |
|  | **TOTAL** | 100% |  |
| **VAT (if applicable for companies registered in the Republic of Uzbekistan)** | | | |
| Payment will be proceeded by output bases by bank transfer to the account of a Contractor in accordance with the Breakdown of Costs, upon completion of the works and following terms:   1. A written document of acceptance by UNDP of Outputs 1, 2, and 3. 2. Receiving of the invoice for payment of Vendor 3. The signing by the parties of documents confirming the completion of the contractual obligations and the adoption of UNDP. | | | | |

*Name and signature of authorized person]*

*[Position]*

*[Date]*

*[Stamp of the company]*

**ANNEX 3**

**Part 1: DECLARATION OF INTEREST**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Dear Sir/Madam,

We/I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Name and Title), as Director/Founder of \_\_\_\_\_\_\_\_ Company, declare that:

(a) Have no financial and other interests in, association or relationship with, are not employed and do not have relatives (i.e. spouse, parents, children or siblings) employed by the United Nations Development Programme (UNDP) or the Government of Uzbekistan that announced the tender; and do not have access to information about, or influence on the selection process for this tender;

(b) Have no common controlling partner, director, shareholder, legal representative for the purposes of this tender with any other entity submitting its Quotation under this tender; are not subcontracting or are subcontractors to other entities for the purposes of this tender; and that the experts proposed in the team do not participate in more than one Quotation for this tender;

(c) Are not involved in activities that could have an impact on the objectivity and independence of the Contractor’s team in carrying out its duties under the contract or can affect the image of the United Nations and the Government of Uzbekistan.

We certify that the information stated is true, correct and complete to the best of our knowledge and belief. We are obliged to comply with all requests for additional information, documentation, clarification and/or verification concerning the Declaration of Interest statement.

All other information that we have not provided automatically implies our full compliance with the requirements, terms and conditions of the tender.

We declare that we are not in the UN Security Council 1267/1989 List, UN Procurement Division List or other UN Ineligibility List.

*Name and signature of authorized person]*

*[Position]*

*[Date]*

*[Stamp of the company]*

**TABLE 1: COMPANY PROFILE**

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| **Part 3: COMPANY PROFILE** 1. Offeror’s Legal Name [insert Offeror’s legal name]  Click or tap here to enter text. | | |
| 2. In case of Joint Venture (JV), legal name of each party: [insert legal name of each party in JV]  Click or tap here to enter text. | | |
| 3. Actual or intended Country/ies of Registration/Operation: [insert actual or intended Country of Registration]  Click or tap here to enter text. | | |
| 4. Year of Registration in its Location: [insert Offeror’s year of registration] Click or tap here to enter text. | | |
| 5. Countries of Operation  Click or tap here to enter text. | 6. No. of permanent staff in each Country Click or tap here to enter text. | 7. Years of Operation in each Country  Click or tap here to enter text. |
| 8. Legal Address/es in Country/ies of Registration/Operation: [insert Offeror’s legal address in country of registration] Click or tap here to enter text. | | |
| 9. Value and Description of Top 2 (two) Biggest Contracts for the past 3 (five) years  Click or tap here to enter text. | | |
| 10. Latest Credit Rating (Score and Source, if any)  Click or tap here to enter text. | | |
| 11. Brief description of litigation history (disputes, arbitration, claims, etc.), indicating current status and outcomes, if already resolved.  Click or tap here to enter text. | | |
| 12. Offeror’s Authorized Representative Information Click or tap here to enter text.  Name: [insert Authorized Representative’s name] Click or tap here to enter text.  Address: [insert Authorized Representative’s Address] Click or tap here to enter text.  Telephone/Fax numbers: [insert Authorized Representative’s telephone/fax numbers] Click or tap here to enter text.  Email Address: [insert Authorized Representative’s email address] Click or tap here to enter text. | | |
| 13. Are you in the UNPD List 1267.1989 or UN Ineligibility List? □ YES or □ NO | | |

*Name and signature of authorized person]*

*[Position]*

*[Date]*

*[Stamp of the company]*

**TABLE 2: PERFORMANCE OF SIMILAR RESEARCH WORK\***

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| --- | --- | --- | --- |
| Title of research work | Terms of the contract (year, month) | Cost of work | Customer (Company name, full name of the contact person, telephone) |
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\*Requires at least two similar research work during last 3 years in the field of futures, skills and technology foresight methodology, education, legislative, social, etc.

*[Name and signature of authorized person]*

*[Position]*

*[Date]*

*[Stamp of the company]*

**ANNEX 4**

**Terms of Reference**

**for the development of Skills Technology Foresight in Uzbekistan**

**Background**

Uzbekistan stands at an important point of its demographic, economic and technological transition. The growing young population theoretically gives it a “demographic dividend” but harnessing this potential requires creation of an enabling environment, which fosters the significant scope offered by the digital economy and transformation, strengthening the education system and ramping-up productive capacities in the economy to meet the demands of the future of work for professionals with digital skills.

The goal of the UNDP project “Empowering the Youth to Embrace the Digital Economy and Digital Entrepreneurship” is to empower young people, especially women, with digital entrepreneurship skills, tools and enabling environment to increase their employment opportunities, competitiveness and resilience to COVID-19 and similar crises, and thus, to reduce inequality, ensure inclusive, innovative and sustainable economic growth, and job creation. The project will achieve this goal through the implementation of three interrelated Components:

**The first component focuses on enhancing the digital entrepreneurship environment and digital skills of young entrepreneurs.** The activities aim to understand the young entrepreneurs needs for digital skills of the youth, which will feed into a large-scale digital skills and digital entrepreneurship training program for the youth throughout the country. It will also provide business advisory support and mentorship programs, identify, develop and pilot context-adapted and gender-sensitive emerging technological solutions for digital transformation of youth-led small businesses.

**The second component focuses on strengthening institutional capacities for developing digital economy and digital entrepreneurship policies with a focus on youth**. This component will aim to strengthen the policy and institutional capacities of the government in relation to youth-centered policies, including an action plan for implementation of the digital entrepreneurship programming for youth, engaging youth in decision-making process through Public Private Dialogues (PPD), monitoring and evaluation of youth-focused digital policies, capacity building, etc.

**The third component focuses on unlocking finance solutions to improve youth’s financial inclusion** and opportunities for nurturing digital entrepreneurship projects and start-ups.

Young people under 30 years old constitute 55% of the population; adolescents and youth of 10-24 years of age – about 30% of the population. In two decades, current children and young people will constitute the largest labour force Uzbekistan has ever had. To ensure that Uzbekistan is well-positioned to reap the demographic dividend, children, adolescents and youth of the country needs to be equipped with skills for engaging in productive employment. School-to-work transition is challenging for most young people, resulting in a high rate of young people not in education, employment or training (NEET). After completion of the compulsory secondary education 56% of young people of 19-24 years of age are NEET - 69% of young women and 33.4% of young men. The NEET rate for females increases rapidly once they are above 18 years of age (from 1.7% to 69.0%) and reaches 74.0% for the cohort of 25-30-year-olds, whereas for males it remains generally lower (maximum of 33.5%) and decreases with age (to 24.8%). The NEET rate among young people with severe disabilities is 77%, rising to 91% among those with profound disabilities.

A large proportion of young people are employed informally – 43.5% among 15-24-year-olds. At the same time, ongoing employment activation programmes are hardly accessible for most young people due to knowledge, skills and resource gap and only 8% of young people receive social protection benefits. Young men see labour migration as an enticing option - one in 12 young people is temporary living abroad.

**Project Objective**

There is a specific need for a learning and skills programme to empower young people with the key life skills and entrepreneurial mind-set to equip them to become active agents of change in their own lives and communities. Social skills, financial education, employability and entrepreneurship skills have been identified by the government and youth agencies as the key skill areas that youth need to develop to nurture their position in society.

The issue of creating jobs is being addressed by the Government of Uzbekistan in the framework of several economic strategies aimed, inter alia, at developing the SME, the private sector and entrepreneurship, as well as within the framework of programs to actively promote the development of industry and investment.

An important condition for the dynamic development of the Republic of Uzbekistan is the accelerated introduction of modern innovative technologies in the economy, social and other spheres with widespread use of science and technology. The rapidly developing all spheres of public and state life of the country require close follow-up of ongoing reforms based on modern innovative ideas, developments and technologies that ensure a fast and high-quality breakthrough of the country into the ranks of world civilization leaders.

Within the framework of ongoing reforms, a National Employment Strategy is under development. This strategy involves the introduction of new approaches to strategic planning which will include: 1) better anticipation of new opportunities and challenges that could emerge in the future, and 2) policy innovation that stimulate new thinking about the best policies to address these opportunities and challenges. In this regard, Ministry of Economic Development and Poverty Reduction of Uzbekistan requested the UNDP Country Office in Uzbekistan to assist in attracting best international practices to apply Foresight methodology to determine the future labor markets and competencies, as well as building an effective model of education.

The foresight process will help to compare the existing situation on the labor market with future skills needs of the economy or a particular sector or industry in the context of technological change and innovation, to identify existing and emerging gaps, find solutions and define the key actors, namely the industrial sector stakeholders (for example, employers, trade unions, etc.), the education institutions, and the government, who will be involved in closing these gaps between labor market needs and the education and training systems. Findings of the foresight process will set the ground for identifying main priorities in the National Employment Strategy and Education System which is currently being elaborated by the Government.

The main objective of this work will be conducting Labor market and Skills Technology Foresight research on selected sectors in Uzbekistan, a country with deep skills mismatches and a need to respond to technological and environmental disruptions in developing future oriented skills needed by the economy and labour market, as well as new skill sets for traditional sectors or industry, such as agriculture. The assignment should be focused on sector transformations driven by new technologies and anticipating the demand for skills in the short-, mid- and long-term perspectives for youth in the digital economy in Uzbekistan to leverage young entrepreneurship in Uzbekistan.

An International Expert engaged by the project will conduct workshops/practical seminar session(s) on the application of the Skills technology Foresight methodology, conducting research and facilitate developing reports for specialists of respective research entity (or consulting company) and national stakeholders aimed at constructing the vision of future of particular sector or industry, identification of future skills needs in the context of technological change, developing recommendations to the educational system, policy makers and labour market stakeholders on closing the gaps between future skills demand and supply. In this context, the joint project aims to apply the ILO and Moscow School of Management SKOLKOVO developed “Skills Technology Foresight” approach (<https://bit.ly/3QEQ0dQ>) as a new tool for exploring possible scenarios for the selected sectors and identifying future skills needs in Uzbekistan. The exercise will be a participatory process involving a core group of UNDP program staff, Ministry of Economic Development and Poverty Reduction specialists and a wider group of counterparts from various government ministries, agencies, and non-government organizations.

The research entity (or consulting company) will design and conduct the whole process and work under the overall supervision and coordination of the International Consultant and a joint project.

**Scope of Work**

The objective of the assignment is to conduct a Skills Technology Foresight research on selected sectors in Uzbekistan with the involvement of UNDP, Ministry of Economic Development and Poverty Reduction specialists and a wider network of national counterparts. Particularly, the research entity (or a consulting company) will conduct the following foresight pre-session, foresight session, and post-session activities:

1. ***Foresight pre-session activities:***
   1. Conduct desk research with the analysis of a country’s existing socioeconomic priorities and how the sectors/industries to be chosen corresponds to the governmental strategy and political agenda, the context and the prospects of the sectors, such as basic information about the sector, its size and dynamics, the structure of the sector with key sector players, major markets; related sectors; workforce profile; training system; public policy; and innovation infrastructure, scanning future skills features and global technology trends and discuss the results with potential experts-participants of the foresight sessions;
   2. In collaboration and participation of International Consultant and other key stakeholders identify and select at least three sectors/industries (preferably digital entrepreneurship, green construction and digital agriculture) on which the technology foresight will be performed with proper justification for selection that might include high potential for change due to the new technologies, future needs and requirements for workforce skills and knowledge (in the short-term, mid-term and long-term perspectives) in the context of technological change and innovation;

***Note:*** *The selected sectors should include high technology sector such as IT and more traditional sectors such as agriculture that potentially get significant gains in productivity, increase competitiveness, and a potential to positively impact employment (either directly or indirectly) due to introduction of new technologies;*

* 1. Determine the key partners and participants of the foresight sessions from each of the selected sectors/industries as initiators of foresight activities that should include specialists with relevant expertise from the following entities: representatives of leading employers in the sector/industry; small innovative businesses (startups or technology companies); employers’ professional body or an association; relevant governmental regulatory body (policy makers); educational sector representatives (HE, TVET institutions and other providers of education); human resources management and skills development experts; representatives of leading sectoral suppliers; research institutions and analytical entities, business strategy consultants; futurists; and prospective labour market participants, for example, students;

1. ***Foresight session activities:*** 
   1. Organize participation of respective national stakeholders and experts in the series of scoping & ways of working workshops (in a hybrid format) by an International Consultant on Skills Technology Foresight that will cover: aligning on purpose, standardizing core team’s ways of working, and introducing key concepts of futures and foresight technology, constructing the vision of the future of the industry and the professionals working in it or reviewing the existing vision; skills anticipation based on the technology foresight; recommendations to the educational system, policy makers and labour market stakeholders aiming to close the gaps between future skills demand and supply as well as an overview of the suggested projects;
   2. Under the moderation and aid of International Consultant form groups and organize the work of expert participants of the foresight session, and via collective discussion:
   3. define the boundaries of foresight,
   4. build integrated map of the future, identify trends, hard and soft technologies,
   5. identify working tasks/working conditions, i.e., define what changes in work tasks and workplace organization will occur,
   6. skills demand and demand for change of HE and TVET practices identified thus making the full-scale prognosis of the selected sectors in the short-term horizon (for example, 2022– 2024), mid-term horizon (for example, 2024– 2028) and a long-term horizons (for example, 2028– 2036);

***Note:*** *Critical Futures Assessment on Workforce and Skills for Uzbekistan - review the assumptions about the future that stakeholders already hold, critically approach development strategies and discourses (development strategies that have failed or are contextually problematic) and use available quantitative data and changing workforce patterns. Assess Uzbekistan’s uniqueness and competitiveness;*

* 1. In close consultation with the International Consultant and based on the map of the future visualize ‘future image’ of the selected industries and key product life span in the industry (research and development, production, marketing and sales, follow-up service), discuss the map of new work tasks with the existing practices in the industry to estimate which work tasks can be implemented with the existing skills of the workforce and which ones are clearly new on the short-term and up to the mid-term horizon, and estimate demand for new learning/ training programmes, i.e., correlated map of key changes in an industry’s work processes and new skills demand with the existing learning/ training programmes, emerging future workforce and skills, specific practical recommendations for TVET and higher education systems;
  2. Define and formulate project initiatives, identify knowledge and format transformation responsibility and areas of their involvement, such as state regulatory support to create a favorable environment for academic transformation and the role of business in participative learning (quality apprenticeship and relevant qualification system, clear and motivating learning path both in HE and TVET, etc. Depending on group capacity and work dynamics, specify the project initiatives by determining particular implementation agents and roles to be accomplished, the project group staff and/or allies, the vision of the result of change, understanding of future preconditions, and annual, half-year and monthly action plan drafts;
  3. Preparing and presenting the results of the group work with all the findings including set of recommendations based on the analysis of gaps between skills required by the sector and educational and training programmes available among HE and TVET providers promoting sustainable skill development ecosystem, changes required in the curriculum design and training recognized by sector employers. Particular recommendations for the policy makers for embedding the foresight activities into a policy agenda, for example, national qualifications framework, curriculum and standards development, national development plans, industrial policies, etc.

1. ***Post-foresight session activities:***
   1. To ensure follow-up and implementation of the results and validation of the quality of the results of the foresight session conduct verification of the results by additional panel studies with industry experts, questionnaire surveys based on the foresight session results or verification interviews with international experts.
   2. Prepare a summary report of the foresight workshop key findings to participants, to serve as a reminder and may set minds of readers in the right direction to support a pilot project if it has been initiated as a result of STF.
   3. Prepare short knowledge materials, news, articles and other media and outreach materials (posters, one-pagers, infographics, social media posts etc,), to publish on mass media and social network sources to raise awareness and increase participation by relevant stakeholders on the STF;

The overall approach should consider applying foresight methodology as a change management tool ensuring stakeholders’ participation, dialogue and cooperation to produce knowledge and build capacity for constructing long-term strategic and shared vision, development agenda with skills anticipation and recommendations on an action plan between relevant national stakeholders in Uzbekistan, including education and training institutions, the private sector and policy makers starting from the municipal workers, middle-management officials, and staff, and ending with senior decision-making officials, deputy ministers, etc.

**Expected Outputs and the Timeframe**

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| --- | --- | --- | --- |
| **Deliverables/Outputs** | | **Target Due Dates** | **Installment** |
| 1 | Following outputs prepared and submitted:  1) Overview of the development context of the country and identification of the priority sectors/industries (preferably digital entrepreneurship, green construction and digital agriculture) for conducting STF, with description of profiles and justification for selection;  2) List of key partners and specialists with relevant expertise from each of the selected sectors/industries identified and working groups formed to participate in the STF sessions;  3) National stakeholders and experts (working group members) participated in workshops on key concepts of foresight technology, building shared vision of the future and skills anticipation ; | October 22, 2022 | 50% |
| 2 | Following outputs prepared and submitted:  1) Under moderation of International Consultant STF sessions conducted by working groups, full-scale prognosis of the selected sectors prepared, including foresight boundaries, map of the future with trends, hard and soft technologies, changes in work tasks and skills needs defined in the three-time horizons;  2) STF summary report with ‘Future image’ of the selected industries with map of new work tasks with the existing and new practices, estimated demand for new skills and practical recommendations on role of business sector, Higher Education and TVET systems, and policy measures/projects;  3) Knowledge, PR and outreach materials on conducted STF as change management tool prepared and published; | November 26, 2022 | 50% |

**General Technical Requirements and Qualifications of the Company**

The contractor, during the term of the contract, must have an office or local representative (legal entity) and permanent staff, consisting of at least 4 experts/consultants in the territory of Uzbekistan.

The contractor has to specify its addresses, emails and phone numbers for delay-free communication.

The contractor must have experience in developing in conducting end-to-end (observation and review, analysis, implications, applicable and focused proposals, etc.) research and designing methodologies that take into consideration the local context (futures, skills technology foresight, education, legislative, social, etc.).

The contractor must be able to present at least 2 similar research work in the field of futures, skills technology foresight methodology, education, legislative, social, etc. The contractor must describe how it will address/deliver the demands of the TOR; providing a detailed description of the methodology, essential performance characteristics, reporting conditions and quality assurance mechanisms that will be put in place, while demonstrating that the proposed methodology will be appropriate to the local conditions and context of the work.

**Requirements to Experts**

The contractor must allocate a dedicated team of specialists (project team, at least 4 experts) that will ensure the timely performance of the indicated tasks. Project team members of the contractor must have excellent knowledge of the Russian and English languages. Knowledge of Uzbek is an asset. Team members must be involved for at least 50% of the planned duration of the project. Team members must have experience in (or in similar fields):

* developing research/studies in the area of futures, skills and technology foresight or similar forecast technology methodology;
* analyses of the regulatory and legal basis, policy;
* developing methodological tools and assessment indicators for systematic evaluation of technology and/or future skills demands and supply.

The contractor must provide:

a) Names and qualifications of the key personnel that will perform the services indicating who is Team Leader, who are supporting, etc.;

b) CVs demonstrating qualifications must be submitted for the key personnel

**Evaluation of Proposals**

UNDP shall examine the Proposal to confirm that all terms and conditions under the UNDP General Terms and Conditions and Special Conditions have been accepted by the Proposer without any deviation or reservation.

The evaluation team shall review and evaluate the Technical Proposals on the basis of their responsiveness to the Terms of Reference and other documentation provided, applying the evaluation criteria, sub-criteria, and point system specified below. Each responsive Proposal will be given a technical score.

Evaluation forms for technical proposals are given below. The obtainable number of points specified for each evaluation criterion indicates the relative significance or weight of the item in the overall evaluation process. The Technical Proposal Evaluation Forms are:

**Form 1**: Expertise of the Company (max. 20 points)

**Form 2**: Methodology - Proposed Work Plan and Approach (max. 40 points)

**Form 3:** Experts and Key Personnel Qualification (max. 40 points)

**Technical proposals scoring at least 70% (70 or more points) at the technical review stage will be accepted for the financial proposal review stage.**

1. *This serves as a guide to the Service Provider in preparing the Proposal.*  [↑](#footnote-ref-1)
2. *Official Letterhead/Stationery must indicate contact details – addresses, email, phone and fax numbers – for verification purposes*  [↑](#footnote-ref-2)