

### Technical bid evaluation criteria

The technical proposals/bid is assessed on the basis of its responsiveness to the approved terms of reference (TOR), by reviewing the technical proposals submitted by the bidders against the assessment criteria below. (Maximum score allocated is 100 total points, after calculations based on weighting of each of the assessment criteria.)

Criteria	[A] Maximum Points	[B] Points attained by the bidder	[C] Weighting %	[B] x [C] = [D] Total Points
<p><b>A. The firm's general reliability as well as experience and capacity in conducting baseline studies</b></p>	100		10%	
<p><i>Points to assess:</i></p> <ul style="list-style-type: none"> <li>• Having at least 7-years practical experience in providing consultancy services in relevant areas in Viet Nam. <b>(30 points)</b></li> <li>• Proven experience in designing and implementation of quantitative and qualitative studies/surveys on gender and development including gender biased sex selection, and social science. <b>(25 points)</b></li> <li>• Organizational capability (having clear governing bodies including organisation chart – staff size for undertaking the consultancy work), coordination and financial management (having appropriate project management capacity including financial management system). <b>(25 points)</b></li> <li>• Experience working with multi-, bilateral programs/projects, UN agencies, particularly UNFPA and/or other development partners <b>(20 points)</b></li> </ul>				
<p><b>B. Understanding of the terms of reference</b></p>	100		10%	
<p>The technical proposal that addresses all requirements of this TOR with budget estimation, included a clear presentation/discussion of:</p> <ul style="list-style-type: none"> <li>• <i>The purpose/objectives, scope, research methodology, sampling, target population of baseline, which meet the requirements of the TOR with the total of budget estimation</i> <b>(40 points)</b></li> <li>• <i>Country context – general situation and specifically in gender, gender biased sex selection, and imbalance of sex ratio at birth</i> <b>(30 points)</b></li> <li>• <i>Expected deliverables with estimated working days according to the timeline indicated in the TOR.</i> <b>(30 points)</b></li> </ul>				

Annex II to RFQ/VNM/20/01

Criteria	[A] Maximum Points	[B] Points attained by the bidder	[C] Weighting %	[B] x [C] = [D] Total Points
<p><b>C. Methodology and approach in responding to the ToR – including the appropriate mix of tools and methods for data collection and analysis work. Presentation of organizational approach to and quality assurance for the tasks to be assigned, including detailed work plan</b></p>	100		40%	
<p>The technical proposal included a clear presentation/discussion of:</p> <ul style="list-style-type: none"> <li>• <i>The approach(es) for the baseline study including explanation of methodological choice, methods, sampling design, indicators, tools for data collection for both quantitative and qualitative components, plan for pre-test questionnaires, plan for conducting training for data collectors and analysis; limitations; risks and mitigation strategies. (50 points)</i></li> <li>• <i>Detailed work plan with timeframe and working days allocated for each step in design (e.g. field work and reporting phases) to show being feasible/workable. (30 points)</i></li> <li>• <i>Quality assurance mechanisms throughout the study process for all phases of the study (20 points)</i></li> </ul>				
<p><b>D. Types of experts and team structure – the qualifications and competences as well as suitability of the personnel proposed for the assignment. Specific attention will be paid to the overall composition of the team, roles and responsibilities and to the allocation of person/days for each team member</b></p>	100		40%	
<p>Team having overall combination of skills and competencies is adequate and relevant to the study as requirement of the TOR. The team consists of one team leader and not more than 3 senior consultants, at least one member of the team has strong background and working experiences on research/evaluation and/or implementation of gender projects/programmes</p> <ul style="list-style-type: none"> <li>• <i>Distribution of roles and tasks for team members is coherent in regards to the ToR, including the Team Organogram for this survey (20 points)</i></li> <li>• <b>Team leaders: (40 points)</b> <ul style="list-style-type: none"> <li>○ <i>Advanced PhD degree in demography, statistics or social sciences</i></li> <li>○ <i>At least 8 years of working experience in designing and conducting research/survey and evaluation of the relevant field</i></li> </ul> </li> </ul>				

Annex II to RFQ/VNM/20/01

Criteria	[A] Maximum Points	[B] Points attained by the bidder	[C] Weighting %	[B] x [C] = [D] Total Points
<ul style="list-style-type: none"> <li>○ Experiences in management and leading study combining both qualitative and qualitative methods</li> <li>○ Understanding cultural, economic and political context related to gender, GBSS and SRB of Viet Nam</li> <li>○ Very good training, facilitation and presentation skills</li> <li>○ Excellent English writing skills</li> <li>○ Excellent IT skills, especially with the application of statistical software such as SPSS, STATA.</li> </ul> <ul style="list-style-type: none"> <li>● <b>Team members: (40 points)</b> <ul style="list-style-type: none"> <li>○ At least master degree, preferably in the field of gender and development and/or social sciences; in depth studies of research methods are an advantage</li> <li>○ At least 5-years of working experience in qualitative and quantitative analysis methodology, and/or monitoring and evaluation on gender, GBSS projects/programmes</li> <li>○ Understanding cultural, economic and political context related to gender and GBSS of Viet Nam</li> <li>○ Experiences in training, coordination and management of data collection at the field</li> <li>○ Very good training, facilitation and presentation skills</li> <li>○ Excellent English and Vietnamese writing skills</li> <li>○ Excellent IT skills, the application of statistical software such as SPSS, STATA, and qualitative data analysis software is an advantage.</li> </ul> </li> </ul>				
<b>GRAND TOTAL ALL CRITERIA</b>	<b>400</b>		<b>100%</b>	