

## Annex II. Technical bid evaluation criteria

The technical proposal/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
<b>A. Expertise and capacity of institution</b>	<b>100</b>		<b>15%</b>	
<p><i>Points to assess:</i></p> <ul style="list-style-type: none"> <li>• Have clear governing bodies, and appropriate project management capacity including financial management system. <b>(10 points)</b></li> <li>• Have appropriate staff skills and expertise as specified in the TORs. <b>(30 points)</b></li> <li>• Have prior experience in conducting large-scaled studies in maternal health and family planning services in developing countries, preferably in Vietnam. <b>(30 points)</b></li> <li>• Have strong experience in disseminating research findings to policy and decision makers in developing countries, preferably in Vietnam <b>(20 points)</b></li> <li>• Have extensive experience in working with UN agencies or development partners <b>(10 points)</b></li> </ul>				
<b>B. Adequacy of the proposed approach, methodology, work plan and quality control responding to the TOR</b>	<b>100</b>		<b>70%</b>	
<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>Comprehensiveness and appropriateness of the overall plan to accomplish the proposed objectives (10 points)</i></li> <li>• <i>Clear and strong conceptual or theoretical framework that guides the study design, data collection plan, and analytical strategies (10 points)</i></li> <li>• <i>Clear and appropriate sampling procedures (10 points)</i></li> <li>• <i>Clear methods to develop research instruments, adaptive to the local culture and contexts (20 points)</i></li> <li>• <i>Clear approach and plan for pretesting and adapting data collection tools to local culture and contexts (10 points)</i></li> <li>• <i>Appropriate data collection plan including criteria for recruiting and training data collectors, and quality assurance of data collection and data entry (10 points)</i></li> <li>• <i>Clear and comprehensive data analysis framework (20 points)</i></li> <li>• <i>Clear plan for reporting and presenting preliminary and final findings at meetings/workshops (10 points)</i></li> </ul>				

<b>C. Personnel competencies : Consultant(s)' qualifications and experiences required for the services</b>	<b>100</b>		<b>15%</b>	
<ul style="list-style-type: none"> <li>• <b>Team leader/principle researcher (50 points):</b> <ul style="list-style-type: none"> <li>- A PhD degree in population and health, reproductive health, epidemiology, or social sciences, with advanced training in health research methods;</li> <li>- At least 10 years of work experience in maternal health and family planning research;</li> <li>- Advanced quantitative and qualitative data analysis skills, and demonstrated experience in applying multiple analytical techniques;</li> <li>- Advanced statistical skills and experience in working with large nationally representative datasets;</li> <li>- Demonstrated knowledge on maternal health and family planning issues, especially among ethnic minority groups in Vietnam;</li> <li>- Demonstrated excellent writing skills in English, evidenced in being the first author of peer-reviewed publications in international journals and technical reports;</li> <li>- Excellent verbal communication skills in English.</li> </ul> </li>   <li>• <b>Research team members (30 points):</b> <ul style="list-style-type: none"> <li>- A postgraduate degree in population health, epidemiology, or social sciences;</li> <li>- At least 5 years of work experience in maternal health and family planning research, including experience in participating in a large community-based study;</li> <li>- Demonstrated experience in collection, collation, and quality assessment of available data sources and multiple data files;</li> <li>- Advanced statistical skills and experience in working with large nationally representative datasets;</li> <li>- Demonstrated knowledge on maternal health and family planning issues, particularly among ethnic minority groups in Vietnam;</li> <li>- Excellent skills in written and spoken English and Vietnamese;</li> <li>- A track record of publications in international peer-reviewed journals and technical reports.</li> </ul> </li>   <li>• <b>Data collectors/field supervisors (20 points):</b> <ul style="list-style-type: none"> <li>- At least an undergraduate degree in anthropology, population health, reproductive health, or social sciences;</li> <li>- Demonstrated good communication and facilitation skills;</li> <li>- Experience in working with ethnic minority groups;</li> <li>- Demonstrated knowledge on maternal health and family planning issues in Vietnam, particularly among ethnic minority groups;</li> <li>- Fluency in written and spoken Vietnamese with knowledge on ethnic minority languages being an asset.</li> </ul> </li> </ul>				
<b>GRAND TOTAL ALL CRITERIA</b>	<b>300</b>		<b>100%</b>	