



RFP No.: 22/02506: Selection of a Sociological Company to Conduct a Thematic Opinion Poll "Public Opinion Barometer in the Field of Energy Issues"

SECTION 1: LETTER OF INVITATION

United Nations Development Programme, hereinafter referred to as UNDP hereby invites prospective proposers to submit a proposal in accordance with the General Conditions of Contract and the Terms of Reference as set out in this Request for Proposal (RFP).

To enable you to submit a proposal, please read the following attached documents carefully.

Section 1: This Letter of Invitation

Section 2: Instruction to Proposers

Section 3: Data Sheet

Section 4: Evaluation Criteria

Section 5: Terms of Reference

Section 6: Conditions of Contract and Contract Forms

Section 7: Proposal Forms

- Form A: Proposal Confirmation
- Form B: Checklist
- Form C: Technical Proposal Submission
- Form D: Proposer Information
- Form E: Joint Venture/Consortium/Association Information
- Form F: Eligibility and Qualification
- Form G: Format for Technical Proposal
- Form H: Format for CV of Proposed Key Personnel
- Form I: Statement of Exclusivity and Availability
- Form J: Financial Proposal Submission



- Form K: Format for Financial Proposal

If you are interested in submitting a proposal in response to this RFP, please prepare your proposal in accordance with the requirements and procedure as set out in this RFP and submit it by the deadline for submission of proposals set out in Section 3: Data Sheet.

Please indicate whether you intend to submit a bid by creating a draft response without submitting directly in the system. This will enable the system to send notifications in case of amendments of the tender requirements. Should you require further clarifications, kindly communicate using the messaging functionality in the system. Offers must be submitted directly in the system following this link: <http://supplier.quantum.partneragencies.org/> using the profile you may have in the portal. In case you have never registered before, follow the [Supplier Portal Registration Link](#) to register a profile in the system. Do not create a new profile if you already have one. Use the forgotten password feature in case you do not remember the password or the username from previous registration.

We look forward to receiving your proposal.

UNDP Moldova



Table of Contents

1 Overview.....4

 1.1 General Information.....4

 1.2 Tender Timeline.....5

 1.3 Response Rules.....6

 1.4 Terms.....6

 1.5 Attachments.....6

2 Requirements.....7

 2.1 Section 1. General Provisions.....7

 2.2 Section 2. Evaluation Criteria - Preliminary Examination.....8

 2.3 Section 3. Evaluation Criteria - Minimum Eligibility.....11

 2.4 Section 4. Evaluation Criteria - Qualification12

 2.5 Section 5. Technical Evaluation Criteria13

 2.6 Section 6. Financial Evaluation.....17

3 Lines.....18

 3.1 Line Information.....18



1 Overview

1.1 General Information

Title	RFP22/02506 Company to conduct a Thematic Opinion Poll Moldova
Contact Point	Alexandru Melnic
Outcome	Purchase Order
Two Stage	Yes
Evaluation	
E-Mail	alexandru.melnic@undp.org
Reference Number	RFP22/02506
Beneficiary Country	Republic of Moldova

Introduction

United Nations Development Programme, hereinafter referred to as UNDP hereby invites prospective proposers to submit a proposal in accordance with the General Conditions of Contract and the Terms of Reference as set out in this Request for Proposal (RFP).

The main scope of the RFP is to select a company or consortium of companies to conduct a thematic opinion poll "Public Opinion Barometer in the field of energy issues". The main purpose of the study is to examine the topic of "energy issues" both in terms of public policies and the perception of the population of the Republic of Moldova, for the development of proposals for intervention on this topic. The results of the sociological study can be used to develop effective mechanisms of public communication. Based on the information collected, will be developed a Roadmap with an action plan for communication with the population to exclude deficiencies that determine the effectiveness of interventions in this area by public authorities, donors, civil society.

To enable you to submit a proposal, please read the following attached documents carefully.

- Section 1: This Letter of Invitation
- Section 2: Instruction to Proposers
- Section 3: Data Sheet
- Section 4: Evaluation Criteria
- Section 5: Terms of Reference
- Section 6: Conditions of Contract and Contract Forms
- Section 7: Proposal Forms
 - Form A: Proposal Confirmation
 - Form B: Checklist
 - Form C: Technical Proposal Submission
 - Form D: Proposer Information



- Form E: Joint Venture/Consortium/Association Information
- Form F: Eligibility and Qualification
- Form G: Format for Technical Proposal
- Form H: Format for CV of Proposed Key Personnel
- Form I: Statement of Exclusivity and Availability
- Form J: Financial Proposal Submission
- Form K: Format for Financial Proposal

If you are interested in submitting a proposal in response to this RFP, please prepare your proposal in accordance with the requirements and procedure as set out in this RFP and submit it by the deadline for submission of proposals set out in Section 3: Data Sheet.

Please indicate whether you intend to submit a bid by creating a draft response without submitting directly in the system. This will enable the system to send notifications in case of amendments of the tender requirements. Should you require further clarifications, kindly communicate using the messaging functionality in the system. Offers must be submitted directly in the system following this link: <http://supplier.quantum.partneragencies.org/> using the profile you may have in the portal. In case you have never registered before, follow the <https://estm.fa.em2.oraclecloud.com/fscmUI/faces/PrcPosRegisterSupplier?prcBuld=300000127715271> to register a profile in the system. Do not create a new profile if you already have one. Use the forgotten password feature in case you do not remember the password or the username from previous registration.

Search for the specific tender using search filters and subscribe to the tender in order to get notifications in case of amendments of the tender document. If you need support with the online system, you can contact the contact details of this tender as indicated in the solicitation document.

UNDP Moldova

This is a two stage negotiation and all responses will be evaluated in two stages.

1.2 Tender Timeline

Preview Date

Open Date 12-Aug-2022 13.11.19

Close Date 26-Aug-2022 16.00.00



Estimated Award Date 5-Sep-2022 16.00.00

Time Zone Eastern European Time

1.3 Response Rules

This negotiation is governed by all the rules displayed below.

	Rule
<input type="checkbox"/>	Negotiation is restricted to invited suppliers
<input type="checkbox"/>	Suppliers are allowed to respond to selected lines
<input checked="" type="checkbox"/>	Suppliers are required to respond with full quantity on each line
<input type="checkbox"/>	Suppliers are allowed to provide multiple responses
<input checked="" type="checkbox"/>	Suppliers are allowed to revise their submitted response

1.4 Terms

Negotiation Currency USD (US Dollar)

1.5 Attachments

File Name or URL	Type	Description
Section 1_Letter of Invitation	File	Section 1_Letter of Invitation
Section 2_Instructions to Proposers	File	Section 2_Instructions to Proposers
Section 3_Data Sheet	File	Section 3_Data Sheet
Section 4_Evaluation Criteria	File	Section 4_Evaluation Criteria
Section 5_Terms of Reference	File	Section 5_Terms of Reference
Section 6_Contract Terms	File	Section 6_Contract Terms
Section 7_Proposal Forms	File	Section 7_Proposal Forms
UNDP Quantum - User Guide For suppliers (May 2022)	File	UNDP Quantum - User Guide For suppliers (May 2022)



2 Requirements

**Response is required*

Please note that the below sections correspond to the Eligibility, Qualifications and Evaluation Criteria of the Bidder's proposal.

Please pay special attention to where documents and attachments need to be uploaded.

Kindly also note that your Financial Proposal should ONLY be uploaded under Section 6 (the "Financial Evaluation" section below), and prices should also be included in the Price Schedule on the platform under "Lines".

For Section 5 Technical Evaluation Criteria, bidders must decide whether narrative and applicable documents are uploaded under each applicable requirement OR section in Technical Proposal is to be referred to (please refer to section and page numbers). We kindly ask that the same methodology is applied through all the below technical criteria questions.

2.1 Section 1. General Provisions (Technical)

*1. General Instructions to Proposers

This tender is governed by the provisions in Section 2. Instructions to Proposers herewith attached. By participating and submitting an offer you confirm to have understood and accepted such provisions.

Attachments:

File Name or URL	Type	Description
Section 2 Instructions to Proposers	File	Section 2 Instructions to Proposers

Target: Confirm acceptance of instructions and provisions of this tender

Select one of the following:-

☐ a. Confirm acceptance of instructions and provisions of this tender

*2. Bid Data Sheet

Section 3. Bid Data Sheet contains information and instructions specific to this Tender. Please confirm to have read, understood, and accepted such provisions, herewith attached.

Attachments:

File Name or URL	Type	Description
Section 3 Data Sheet	File	Section 3 Data Sheet

Target: Have read and understood provisions in BDS

Select one of the following:-

☐ a. Have read and understood provisions in BDS

3. Combined Scoring Method, using the 60%-40% distribution for technical and financial proposals respectively. The minimum technical score required to pass is 70%.

Technical Proposal (60%)

- Bidder's Qualification, Capacity and Experience
- Methodology, Approach and Implementation Plan
- Management Structure and Key Personnel

Financial Proposal (40%)

To be computed as a ratio of the Proposal's offer to the lowest price among the proposals received by UNDP.

Full acceptance of the UNDP Contract General Terms and Conditions (GTC). This is a mandatory criterion and cannot be deleted regardless of the nature of services required. Non-acceptance of the GTC may be grounds for the rejection of the Proposal.

Attachments:

File Name or URL	Type	Description
Section 4 Evaluation Criteria	File	Section 4 Evaluation Criteria

2.2 Section 2. Evaluation Criteria - Preliminary Examination (Technical)

***1. General Conditions of Contract**

Do you accept the General Conditions of Contract as specified in Section 6: Conditions of Contract and Contract Forms?

Weight: 0.00

Attachments:

File Name or URL	Type	Description
Section 6 Contract Terms	File	Section 6 Contract Terms

Target: Accept General Conditions of Contract.

Select one of the following:-

- ☐ a. Accept General Conditions of Contract.

***2. Proposal Validity**

Do you accept that your proposal is valid for 90 days as required in Section 2. General Instructions and Section 3. Bid Data Sheet sections?

Weight: 0.00

Target: Accept Proposal Validity Conditions.

Select one of the following:-

- ☐ a. Accept Proposal Validity Conditions.

***3. Proposal Forms**

Please provide Technical Proposal Forms (A-I) as per forms provided, duly signed by a legal representative of your company. **Do not provide the Financial Proposal Forms (J-K) at this stage. The Financial Proposal Forms (J-K) shall be submitted only in the "Commercial section" below. Non-compliance**

with this instruction may result in rejection of the proposal received.

Weight: 0.00

Attachments:

File Name or URL	Type	Description
Section 7 Proposal Forms	File	Section 7 Proposal Forms

Target: Proposal Forms Submitted

Select one of the following:-

☐ a. Proposal Forms Submitted(*Response attachments are required*)

***4. Company profile**

Please provide a Company Profile, which should not exceed fifteen (15) pages, including printed brochures and product catalogues relevant to the services being procured (incl. brief description of similar contracts implemented).

Weight: 0.00

Target: Company profile provided

Select one of the following:-

☐ a. Company profile provided(*Response attachments are required*)

***5. Legal documents**

Please provide legal documents including company registration certificate, legal representation, etc.

Weight: 0.00

Target: Legal documents provided

Select one of the following:-

☐ a. Legal documents provided(*Response attachments are required*)

6. Official Letter of Appointment or Power of Attorney

Please provide an Official Letter of Appointment as local representative, if Bidder is submitting a Bid on behalf of an entity located outside the country or the Power of Attorney.

Response attachments are optional.

7. Quality Certificates

Please provide (e.g., ISO, etc.) and/or other similar certificates, accreditations, awards and citations received by the Bidder, if any

Response attachments are optional.

8. Consortium or Subcontracting Agreement

Please provide Consortium or Subcontracting Agreement or letter of intent to form a consortium or a partnership, if applicable

Attachments:

File Name or URL	Type	Description
Section 7 Proposal Forms	File	Section 7 Proposal Forms

Select one of the following:-

☐ a. Consortium or Subcontracting Agreement provided(*Response attachments are optional*)

- ☐ b. Not applicable as Bidder is not submitting its proposal as part of a consortium/association/subcontracting agreement(*Response attachments are optional*)

***9. Statement of Satisfactory Performance**

Please provide the statement of satisfactory performance from the Top three (3) Clients in terms of Contract Value in the past three (3) years.

Weight: 0.00

Target: Statement of Satisfactory Performance provided

Select one of the following:-

- ☐ a. Statement of Satisfactory Performance provided(*Response attachments are required*)

***10. Financial Statement**

Please provide the Financial Statements (Income Statements and Balance Sheets) for the past 3 years (2019, 2020, 2021).

Weight: 0.00

Target: Financial Statements provided

Select one of the following:-

- ☐ a. Financial Statements provided(*Response attachments are required*)

***11. Methodology, Approach and Implementation Plan**

Please provide a detailed description of the Methodology, Approach and Implementation Plan (sequence of actions) for the services required in the ToR, with clear distribution of roles and responsibilities of the proposed key personnel

Weight: 0.00

Attachments:

File Name or URL	Type	Description
Section 7 Proposal Forms	File	Section 7 Proposal Forms

Target: Methodology, Approach and Implementation Plan provided

Select one of the following:-

- ☐ a. Methodology, Approach and Implementation Plan provided(*Response attachments are required*)

***12. Copies of contracts to prove that Offeror meets the similar experience requirement**

Please provide copies of contracts to prove that Offeror meets the similar experience requirement (stated under Section 4: Evaluation Criteria).

Weight: 0.00

Target: Copies of contracts provided.

Select one of the following:-

- ☐ a. Copies of contracts provided.(*Response attachments are required*)

***13. CVs and Statements of Exclusivity and Availability**

Please provide CVs (signed by the envisaged personnel), clearly stipulating the relevant experience which meets the listed requirements, of the Key personnel (mentioned in Section 5: Terms of Reference). Please provide Statements of Exclusivity and Availability (signed by the envisaged personnel) for the Key personnel proposed.

Weight: 0.00



Attachments:

File Name or URL	Type	Description
Section 7 Proposal Forms	File	Section 7 Proposal Forms

Target: CVs and Statements of Exclusivity and Availability provided

Select one of the following:-

- ☐ a. CVs and Statements of Exclusivity and Availability provided *(Response attachments are required)*

2.3 Section 3. Evaluation Criteria - Minimum Eligibility (Technical)

*1. Legal Registration

Vendor is a legally registered entity.

Please upload scanned copies of legal registration documents according to options listed below and any other relevant document.

Weight: 0.00

Select all that apply:-

- ☐ a. Certificate of legal registration provided *(Response attachments are optional)*
☐ b. Tax registration certificate provided *(Response attachments are optional)*
☐ c. Power of Attorney provided *(Response attachments are optional)*
☐ d. Other - pls specify in comments *(Response attachments are optional)*

*2. Sanctions List

Do you confirm that you are not suspended, nor otherwise identified as ineligible by any UN organization, The World Bank Group or any other International Organization in accordance with Section 2 Article 4?

Weight: 0.00

Target: Not suspended or ineligible

Select one of the following:-

- ☐ a. Not suspended or ineligible

*3. Conflict of interest

Do you confirm that you have no conflicts of interest?

Weight: 0.00

Target: No conflicts of interest

Select one of the following:-

- ☐ a. No conflicts of interest

*4. Bankruptcy

Do you confirm that you have not declared bankruptcy or not involved in bankruptcy or receivership proceedings and there is no judgment or pending legal action against the company that could impair operations in the foreseeable future?

Weight: 0.00

Select one of the following:-

- ☐ a. Not involved in bankruptcy or similar proceedings *(Response attachments are optional)*
☐ b. Involved in bankruptcy or other similar proceedings *(Response attachments are optional)*

2.4 Section 4. Evaluation Criteria - Qualification (Technical)

*1. History of non-performing contracts

Provide history of non-performing contracts that did not occur as a result of contractor default within the last 3 years.

Non-performance, as decided by UNDP, shall include all contracts where (a) non-performance was not challenged by the contractor, including through referral to the dispute resolution mechanism under the respective contract, and (b) contracts that were so challenged but fully settled against the contractor. Non-performance shall not include contracts where Employer's decision was overruled by the dispute resolution mechanism. Non-performance must be based on all information on fully settled disputes or litigation, i.e. dispute or litigation that has been resolved in accordance with the dispute resolution mechanism under the respective contract and where all appeal instances available to the Bidder have been exhausted.

Detailed information must be provided in Form F: Eligibility and Qualification.

Weight: 0.00

Select one of the following:-

- ☐ a. No history of non-performing contracts(*Response attachments are optional*)
☐ b. Non-performing contracts information provided(*Response attachments are optional*)

*2. Litigations

No Consistent history of court/arbitral award decisions against the proposer for the last 3 years.

Detailed information must be provided in Form F: Eligibility and Qualification.

Select one of the following:-

- ☐ a. No Litigations(*Response attachments are optional*)
☐ b. Litigation history provided(*Response attachments are optional*)

*3. Relevant Experience

At least 5 (five) years of experience in conducting sociological research at national level
 (For JV/Consortium/Association, Team leader should meet requirement).

Please indicate the number of years, as per the requirement, in this text entry box. Detailed information about relevant experience must be provided in Form F: Eligibility and Qualification.

Weight: 0.00

Response attachments are optional.

*4. Recent Experience

At least 5 (five) public opinion surveys conducted at the national level (with at least 1,000 respondents) in the last 4 (four) years

(For JV/Consortium/Association, all Parties cumulatively should meet requirement).

Please indicate the number of years, as per the requirement, in this text entry box. Detailed information about relevant experience must be provided in Form F: Eligibility and Qualification.

Weight: 0.00

Response attachments are optional.

*5. Minimum Key Personnel

The minimum key roles mandatory for the implementation of the contract (cumulation of positions is accepted):

- Team leader/Project manager

- Highly qualified experts with extensive experience in organizing sociological research such as Data analysts/Data modelling specialists /Sociologist /Psychologist/Marketing and communication specialist etc. (minimum of 2 experts) (CVs to be included in the technical offer)

(For JV/Consortium/Association, all Parties cumulatively should meet requirement).

Please indicate the number of key experts proposed, as per requirement, in this text entry box. Detailed information about Key Personnel must be provided in Form G: Format for Technical Proposal.

Weight: 0.00

Response attachments are optional.

*6. Financial Standing

Minimum average annual turnover of USD 37,500 for the last 3 (three) years (2019, 2020, and 2021).

(For JV/Consortium/Association, Lead Partner should meet requirement).

Please indicate the average turnover amount for the last 3 years in USD. Detailed information to be included in Form F: Eligibility and Qualification.

Weight: 0.00

Response attachments are optional.

*7. Financial Standing - Liquidity

The Current Ratio - Current assets/Current liabilities over the last 3 years must be equal of greater than 1.

Proposers must include audited balance sheets over the last 3 years and must demonstrate the current soundness of its financial standing and indicate its prospective long-term profitability.

(For JV/Consortium/Association, all Parties cumulatively should meet requirement).

Please indicate the average ratio. Detailed information to be included in Form F: Eligibility and Qualification.

Weight: 0.00

Response attachments are optional.

2.5 Section 5. Technical Evaluation Criteria (Technical)

1. Technical evaluation criteria of the proposal

The technical proposal will be evaluated based on the criteria set here below following the maximum obtainable points set. Evaluation team will score each criteria based on the information provided in the proposal. To pass the technical evaluation, the proposal must score at least 70% of the maximum total obtainable points.

Narrative and applicable documents relevant to this section must be provided under the Technical Proposal (Forms A-I) or uploaded here. Proposers shall refer to the Form and/or Section of the Technical Proposal in which the relevant information per each requirements/criteria is provided.

Attachments:

File Name or URL	Type	Description
Section 4 Evaluation Criteria.	File	Section 4 Evaluation Criteria.
Section 7 Proposal Forms	File	Section 7 Proposal Forms

*2. 1.1 Reputation of Organization and Staff Credibility / Reliability / Industry Standing

- A company is a well-known market player, based on reference letters – up to 10 pts.

- Financial standing (less than \$37,500 of average annual turnover for last three years – 0 pts.; between \$37,500 and \$100,000 – 20 pts.; more than \$100 000 – 45 pts.).

Weight: 0.00

Response attachments are optional.

***3. 1.2. General Organizational Capability which is likely to affect implementation:**

- Project management controls (organigram) - up to 10 pts;
- Age of the organization/company (<5 years – 0 pts; 5 years – 20 pts, each additional year – 5 pts up to max. additional 30 pts)
- Extent to which any work would be subcontracted (subcontracting carries additional risks which may affect project implementation, but properly done it offers a chance to access specialised skills) - (no - 15 pts, subcontracting of relevant specialized services/expertise – 7.5 pts., subcontracting carrying additional risks – 0 pts)

Weight: 0.00

Response attachments are optional.

***4. 1.3. Relevance of specialized knowledge and experience on similar engagements done in the region/ country:**

- At least 5 (five) years of experience in conducting sociological research at national level (5 years – 15 pts; >5 years – up to max. 30 pts, for each additional year – 5 pts)
- At least 5 (five) years of experience in conducting similar research in the field of energy / energy policies and / or climate policies at national level (< 5 years – 0 pts; 5 years – 30 pts; for each additional year – 10 pts, up to max. 50 pts)
- Demonstrated experience in statistical analysis of data collected and reporting for at least 5 (five) public opinion surveys conducted at the national level (with at least 1,000 respondents) in the last 4 (four) years. (5 documents – 10 pts., >5 documents - up to max. 30 pts., 5 pts. for each additional document)
- Demonstrated experience of working with Moldovan public institutions will be an advantage (Yes – 10 pts., No – 0 pts.)
- Working experience with UN Agencies and/or other international organizations will be an advantage (Yes – 10 pts., No – 0 pts.)

Weight: 0.00

Response attachments are optional.

***5. Organizational Commitment to Sustainability (mandatory weight)**

- Organization is compliant with ISO 9001, ISO 27001 or equivalent – up to 5 pts.
- Organization demonstrates significant commitment to sustainability through some other means, for example internal company policy documents on women empowerment, renewable energies or membership of trade institutions promoting such issues, overall gender balance in the team, diversity within the team: people from minority, vulnerable or marginalized groups are part of the 40 team, demonstrated experience in applying the Human Rights Based Approach and Gender Mainstreaming in the area (if relevant) – up to 5 pts.

Weight: 0.00

Response attachments are optional.

***6. 2.1. Does the Methodology and Approach meet the ToR requirements?**

- The Proposer has full understanding of the assignment. The proposed approach and methodology fully demonstrate responsiveness to the ToR – up to 100 pts;
- The Proposer has satisfactory understanding of the assignment. The proposed approach and methodology

correspond to the TOR but require some adjustments to properly address all the tasks – up to 70 pts;
 - The Proposer has limited understanding of the assignment. The proposed approach and methodology don't correspond to the TOR and require major adjustments to properly address the tasks – up to 35 pts.

Weight: 0.00

Response attachments are optional.

***7. 2.2. Are the different components of the offer adequately weighted relative to one another?**

- The components show substantial information and express the purpose – up to 30 pts;
- The components are partially developed and lack interconnectedness and structure – up to 20 pts;
- Components are poorly developed - up to 10 pts

Weight: 0.00

Response attachments are optional.

***8. 2.3. Is the offer clear and is the sequence of activities and the planning logical, realistic and promise efficient implementation to the assignment?**

- The offer is clear, well-structured with a defined and realistic sequence of activities, which promises efficient implementation of the assignment – up to 30 pts.;
- The offer is clear, well-structured with a defined but lowly realistic sequence of activities – up to 20 pts.;
- The offer is not well structured and doesn't present a clear sequence of activities – up to 0 pts.

Weight: 0.00

Response attachments are optional.

***9. 2.4. Is there a network developed by nationally qualified interviewers?**

- The characteristic of the network of interviewers ensures the achievement of the proposed goal in its entirety - up to 30 pts.;
- The characteristic of the network of interviewers does not ensure the achievement of the proposed goal in its entirety - up to 20 pts.;
- The network of interviewers is poorly developed - up to 10 pts.

Weight: 0.00

Response attachments are optional.

***10. 2.5. Whether or not there is data on the sampling scheme?**

- The determination of the regional sample is made on the basis of clear criteria (eg according to the population that voted in the February 2019 parliamentary elections), in each of the following categories of localities: municipalities, cities and rural areas – up to 90 pts.;
- The proposal to establish the sample is not described in steps – up to 60 pts.;
- There is a superficial description of how to determine the sample – up to 30 pts.

Weight: 0.00

Response attachments are optional.

***11. 2.6. Is the timeframe appropriate for the task and TOR?**

- A well described and appropriate timeframe - up to 30 pts.;
- The timeframe requires some adjustments to reflect and be appropriate for the implementation of the assignment– up to 20 pts.;
- Not appropriate – 0 pts.

Weight: 0.00

Response attachments are optional.

***12. 2.7. Staff time allocation includes sufficient hours for key staff?**

- Staff time allocation corresponds to the purpose of activities and tasks - up to 20 pts.;
- Limited staff time allocation information provided – up to 10 pts.;
- No staff allocation info provided – 0 pts.

Weight: 0.00

Response attachments are optional.

***13. 2.8. Does the proposal contain a qualitative risk assessment and appropriate mitigation measures?**

- The risk assessment and proposed mitigation measures are appropriate to the task, logical and correspond with the proposed methodology – up to 20 pts.;
- The risk assessment and proposed mitigation measures is inconsistent and require some adjustments to properly address all the tasks – up to 10 pts.;
- The risk assessment and proposed mitigation measures is weak – 0 pts.

Weight: 0.00

Response attachments are optional.

***14. 3.1. a. Qualifications of key personnel - Team leader/Project manager* (1 specialist):**

- Has a master's degree in a relevant area: Sociology, Social Research, Economy (Master – 20 pts. PhD - 30 pts)
- Has experience in sociological research (< 5 years – 0 pts., 5 years – 25 pts, more than 5 years – 5 pts for each additional year, up to 60 pts.)
- Acted as a team leader/project manager for the elaboration of sociological analysis or other related projects (no - 0 pts, 2 policy documents – 30 pts, more than 2 policy documents – up to 60 pts, 5 pts – for each additional policy document/project)
- Language Qualifications (proficiency in English – 10 pts, Romanian and Russian – each language 5 pts)

*Position of Team leader/Project manager can be combined with one or several position(s) of Data analyst/Data modelling specialists etc, if has the minimum qualifications required.

Weight: 0.00

Response attachments are optional.

***15. 3.1.b. Qualifications of Team of experts such as Data analysts/Data modelling specialists**

/Sociologist /Psychologist /Marketing and communication specialist) (minimum of 2 experts) (the total number of points shall be calculated as an average between the totals received by each expert):

- Has a master's degree in one of the following fields or related: environmental protection, energy, statistics, industry, law, economics (Master – 15 pts. PhD- 20 pts)
- Have proven experience in developing questionnaires and conducting sociological surveys (less than 4 years – 0 pts; 4 years – 60 pts, more than 4 years – up to 100 pts, 10 pts – for each additional year)
- Demonstrated experience on the sample proposed in the ToR (no – 0 pts, 1 research- 50 pts, more than 1 research – up to 90 pts, 10 pts – for each additional research)
- Language Qualifications (Romanian and Russian – 2.5 pts per each language, Ukrainian, Bulgarian, Gagauz - each language 5 pts)

Weight: 0.00

Response attachments are optional.



2.6 Section 6. Financial Evaluation (Commercial)

*1. Financial Proposal

Please provide the cost breakdown of your financial proposal as per Form K (Format for Financial Proposal) and instructions provided. Indicate the total amount here and make sure it matches with the total amount indicated line items.

Weight: 0.00

Target: Cost breakdown provided

Select one of the following:-

☐ a. Cost breakdown provided (*Response attachments are required*)



3 Lines

Instructions

The proposer is required to prepare the Financial Proposal following the format from Forms J and K and submit them in an envelope separate from the Technical Proposal (Forms A-I) as indicated in the Instruction to Proposers.

The inclusion of any financial information in the Technical Proposal (Forms A-I) shall lead to disqualification of the Proposer.

The Financial Proposal should align with the requirements of the Terms of Reference and the proposer's Technical Proposal.

Kindly note that bidders are expected to complete both Form J and K and upload these forms under the Commercial Section 6 in "Requirements" as well as complete the item line pricing below including the total proposal amount.

3.1 Line Information

Line	Category Name	Item	Target Quantity	Unit Price	Total Price	Additional Attributes
1- Sociological Company to Conduct a Thematic Opinion Poll "Public Opinion Barometer in the Field of Energy Issues"	Methodology and analysis					

