

RFP No.: 22/02494: EU4MD/ Technical Assistance related to the successful implementation of Non-Reimbursable Financial Assistance Program for clusters in the Focal Regions.

SECTION 4: EVALAUTION CRITERIA

Preliminary Examination Criteria

Proposals will be examined to determine whether they are complete and submitted in accordance with RFP requirements as per below criteria on a Yes/No basis:

- Appropriate signatures
- Power of Attorney
- Minimum documents provided
- Technical and Financial Proposals submitted separately
- Bid Validity

Minimum Eligibility and Qualification Criteria

Eligibility and Qualification will be evaluated on Pass/Fail basis.

If the Proposal is submitted as a Joint Venture/Consortium/Association, each member should meet minimum criteria, unless otherwise specified in the criterion.

Subject	Criteria	Document Submission requirement
ELIGIBILITY		
Legal Status	Vendor is a legally registered entity.	Form D: Proposer Information
Eligibility	Vendor is not suspended, nor debarred, nor otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization in accordance with Section 2: Instructions to Proposers, clause 4.	Form C: Technical Proposal Submission
Conflict of Interest	No conflicts of interest in accordance with Section 2: Instructions to Proposers, clause 4.	Form C: Technical Proposal Submission
Bankruptcy	Not declared bankruptcy, not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against the vendor that could impair its operations in the foreseeable future.	Form C: Technical Proposal Submission
QUALIFICATION		
History of Non-Performing Contracts¹	Non-performance of a contract did not occur as a result of contractor default for the last 3 (three) years.	Form F: Eligibility and Qualification
Litigation History	No consistent history of court/arbitral award decisions against the Bidder for the last 3 (three) years.	Form F: Eligibility and Qualification

¹ 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 Employers 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.

Previous Similar Experience	At least 5 (five) years of experience in the fields related to local economic development in Moldova <i>(For JV/Consortium/Association, Lead Partner should meet requirement).</i>	Form F: Eligibility and Qualification
	At least 2 (two) contracts in providing consulting, business support and coaching services to businesses entities in Moldova <i>(For JV/Consortium/Association, Lead Partner should meet requirement).</i>	Form F: Eligibility and Qualification
Minimum Key Personnel	<p>The minimum personnel mandatory for the implementation of the contract:</p> <ul style="list-style-type: none"> • 1 (one) TEAM Leader, • 1 (one) Marketing Expert • 1 (one) Sales Expert • 1 (one) Agribusiness Expert • 1 (one) Tourism Expert • 1 (one) Finance Expert <p>Cumulation of positions is not allowed.</p>	<p>Attach CVs and Statements of Exclusivity and Availability, including any other supporting documents, to Form G: Format for Technical Proposal.</p> <p>Form H: Format for CV of Proposed Key Personnel to be completed and signed by each Team member proposed.</p> <p>Form I: Statement of Exclusivity and Availability to be completed and signed by each Team member proposed.</p>
Financial Standing	Minimum average annual turnover of USD 85,000 for the last 3 (three) years. <i>(For JV/Consortium/Association, Lead Partner should meet requirement).</i>	Form F: Eligibility and Qualification
	Bidder must demonstrate the current soundness of its financial standing and indicate its prospective long-term profitability. <i>(For JV/Consortium/Association, all Parties cumulatively should meet requirement).</i>	Form F: Eligibility and Qualification

Technical Evaluation Criteria

Summary of Technical Proposal Evaluation Forms		Points Obtainable
1.	Bidder's Qualification, Capacity and Experience	220
2.	Proposed Methodology, Approach and Implementation Plan	350
3.	Management Structure and Key Personnel	430
	Total	1000

Section 1. Bidder's Qualification, Capacity and Experience		Points obtainable
1.1	Reputation of Organization and Staff Credibility / Reliability (based on reference letters)	10
1.2	General Organizational Capability which is likely to affect implementation: <ul style="list-style-type: none"> At least 5 (five) years of practical experience in the fields related to local economic development, identification of investment opportunities, business development, Public Private Partnership initiatives (<i>5 years - 20 pts, >5 years – 5 pts for each additional year up to max. 40 pts</i>) 	40
1.3	Relevance of specialized knowledge and experience on similar engagements done in the region/ country: <ul style="list-style-type: none"> At least 2 (two) projects/assignments related to smart specialization and value chains analyses and/or identification (<i>less than 2 projects – 0 pts, 2 projects - 20 pts, >2 projects – 5 pts for each additional project up to max. 30 pts</i>) At least 2 (two) projects/assignments related to cluster initiation/ development/ capacity building or value chain development of entrepreneur associations/patronage associations and/or other business agglomerations (<i>less than 2 projects – 0 pts, 2 projects - 20 pts, >2 projects – 5 pts for each additional project up to max. 30 pts</i>) At least 2 (two) contracts in providing consulting, business support and coaching services to businesses entities in Moldova. <i>Evidence: list of relevant contracts the Company completed, including the assignment and year, must be presented together with the application package (less than 2 contracts – 0 pts, 2 contracts - 10 pts, >2 contracts – 5 pts for each additional contract up to max. 40 pts)</i> At least 3 (three) years of experience of working with the relevant multi-stakeholder economic environment in Moldova, facilitating cooperation between private sector and Public Authorities (Central, Local), Public Institutions and Public Agencies in Moldova. <i>Evidence: list of relevant institutions the Company has been cooperating with, including the topic and year must be presented together with the application package. (less than 3 years – 0 pts, 3 years - 30 pts, >3 years – 5 pts for each additional year up to max. 60 pts)</i> Work for UNDP/UN Agencies/donor funded/EU projects will be an advantage (<i>no experience - 0 pts, yes – 20 pts</i>). 	180
Total Section 1		230

Section 2. Proposed Methodology, Approach and Implementation Plan		Points obtainable
2.1	Does Methodology and Approach meet the ToR requirements?	60

	<ul style="list-style-type: none"> • <i>full understanding of the assignment. The proposed approach and methodology fully demonstrate responsiveness to the ToR – 41 to 60 pts</i> • <i>satisfactory understanding of the assignment. The proposed approach and methodology correspond to the TOR but require some adjustments to properly address all the tasks – 21 to 40 pts</i> • <i>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 – 0 to 20 pts</i> 	
2.2	<p>Does the Implementation Plan meet the ToR requirements, is it logical and in line with the expectations?</p> <ul style="list-style-type: none"> • <i>detailed and logical description - 31 to 50 pts</i> • <i>limited description which requires improvements – 16 to 30 pts</i> • <i>no description or somehow touched upon – 0 to 15 pts</i> 	50
2.3	<p>Does the Methodology and Implementation Plan include a monitoring and evaluation mechanisms and tools? Is the proposed monitoring and evaluation methodology appropriate to the tasks?</p> <ul style="list-style-type: none"> • <i>the monitoring and evaluation mechanisms are appropriate to the task, logical and correspond with the proposed methodology – 31 to 50 pts</i> • <i>the performance monitoring and evaluation mechanisms are inconsistent and require some adjustments to properly address all the tasks – 16 to 30 pts</i> • <i>the performance monitoring and evaluation mechanisms are weak – 0 to 15 pts</i> 	50
2.4	<p>Does the Methodology and Implementation Plan take into account regional specifics, capitalizes on local competitive advantage?</p> <ul style="list-style-type: none"> • <i>detailed description - 31 to 50 pts;</i> • <i>limited description which requires improvements – 16 to 30 pts,</i> • <i>no description or somehow touched upon – 0 to 15 pts</i> 	50
2.5	<p>Does the Methodology describe the advanced training program to be developed related to cluster functionality?</p> <ul style="list-style-type: none"> • <i>the Tenderer's training program provides extensive details - 31 to 50 pts;</i> • <i>training program satisfactorily addressed, however may have provided more details – 16 to 30 pts;</i> • <i>training program missing or superficially touched – 0 to 15 pts</i> 	50
2.6	<p>Does the Methodology and Implementation Plan describe how support for the elaboration of technical specifications for the purchase of equipment, goods, and services, will be provided to the beneficiaries?</p> <ul style="list-style-type: none"> • <i>the proposed support fully meets the ToR requirements, it is logical and corresponds with the proposed methodology – 26 to 40 pts</i> • <i>the proposed support corresponds to the TOR but requires some adjustments to properly address all the tasks – 16 to 25 pts</i> • <i>the proposed support don't correspond to the TOR and requires major adjustments to properly address the tasks – 0 to 15 pts</i> 	40
2.7	<p>Does the proposal contain a qualitative risk assessment and appropriate mitigation measures?</p> <ul style="list-style-type: none"> • <i>the risk assessment and proposed mitigation measures are appropriate to the task, logical and correspond with the proposed methodology – 26 to 40 pts;</i> • <i>the risk assessment and proposed mitigation measures are inconsistent and require some adjustments to properly address all the tasks – 16 to 25 pts;</i> • <i>the risk assessment and proposed mitigation measures are weak – 0 to 15 pts</i> 	40
Total Section 2		340

Section 3. Management Structure and Key Personnel			Points obtainable
3.1	1 (one) Team Leader		100
	At least 7 (seven) years of experience in managing projects related to economic analyses, business administration, economic research (<i>less than 7 years – 0 pts, 7 years - 20 pts, each additional year – 5 pts, up to 45 pts</i>)	45	
	At least 5 (five) years of professional experience in developing strategic analysis documents for eco-friendly and green business development or strategic development plans on local and national level (<i>less than 5 years – 0 points, 5 years - 20 pts, each additional year – 5 pts, up to 30 pts</i>)	30	
	Work for UNDP/UN Agencies/donor funded/EU projects will be an advantage (<i>no experience - 0 pts, yes – 10 pts</i>).	10	
	Excellent written and spoken Romanian and English skills. Russian is an asset (<i>each language 5 pts</i>)	15	
3.2	1 (one) Marketing Expert		90
	At least 5 (five) years of working experience with product launches and/or integrated marketing campaigns. (<i>less than 5 years – 0 pts, 5 years - 20 pts, >5 years – 5 pts for each additional year up to max. 35 pts</i>)	35	
	Proven experience in conducting market research to find answers about consumer requirements, behavioural changes, habits and trends (<i>less than 1 research/concept note – 0 pts, 1 research/concept - 15 pts, >1 research/concept – 5 pts for each additional project/strategic paper up to max. 30 pts</i>)	30	
	Working expertise in content development and optimization, advertising, events planning (<i>no experience - 0 pts, yes – 10 pts</i>).	10	
	Good command of written and spoken Romanian skills. English and/or Russian are considered an asset (<i>each language 5 pts</i>)	15	
3.3	1 (one) Sales Expert		90
	At least 5 (five) years of working experience with business development projects, providing advisory services companies, in performing comprehensive and insightful market and competitive research (<i>less than 5 years – 0 pts, 5 years - 20 pts, >5 years – 5 pts for each additional year up to max. 35 pts</i>)	35	
	Proven experience in application of sales techniques based on interactions and results in the field experience (<i>less than 1 project/business case – 0 pts, 1 project/business case - 10 pts, >1 project/business case – 5 pts for each additional project/strategic paper up to max. 30 pts</i>)	30	
	Working experience in target focal regions / municipalities is an advantage (<i>no experience - 0 pts, yes – 10 pts</i>).	10	
	Good command of written and spoken Romanian skills. English and/or Russian are considered an asset (<i>each language 5 pts</i>)	15	
3.4	1 (one) Tourism Expert		50
	At least 5 (five) years of relevant professional experience with proven expert knowledge in the field of tourism and eco-tourism, expertise with operators and related stakeholders in the area (<i>less than 5 years – 0 pts, 5 years - 10 pts, >5 years – 5 pts for each additional year up to max. 25 pts</i>)	25	
	Prior experience in product development, organise special and seasonal events and festivals as well as providing business advice (<i>less than 1 project/event – 0 pts, 1 project/event - 3 pts, >1 project/event – 3 pts for each additional project up to max. 15 pts</i>)	15	
	Good command of written and spoken Romanian skills. English and/or Russian are considered an asset (<i>Romanian 4 pts, English 3 pts, Russian 3 pts</i>)	10	

3.5	1 (one) Agribusiness Expert		50
	At least 5 (five) years of experience of working with or in Agribusiness, preferably in the prioritised commodities (berries and grapes), designing and appraising business cases (<i>less than 5 years – 0 pts, 5 years - 15 pts, >5 years – 5 pts for each additional year up to max. 25 pts</i>)	25	
	Working experience in value chain and stakeholder engagement (<i>less than 1 project – 0 pts, 1 project - 3 pts, >1 project – 3 pts for each additional project up to max. 15 pts</i>)	15	
	Good command of written and spoken Romanian skills. English and/or Russian are considered an asset (<i>Romanian 4 pts, English 3 pts, Russian 3 pts</i>)	10	
3.6	1 (one) Finance Expert		50
	At least 7 (seven) years of consultancy experience in the area of Finance, Accounting, Auditing, or verification of budgets and finance reports (<i>less than 7 years – 0 pts, 7 years - 10 pts, >7 years – 5 pts for each additional year up to max. 25 pts</i>)	25	
	Proven expertise in evaluating cost structures and revenue streams, , preparing financial forecasts and budget reports (<i>less than 1 project/business plan/business analyze – 0 pts, 1 project/business plan/business analyze - 5 pts, >1 project/business plan/business analyze – 5 pts for each additional project up to max. 15 pts</i>)	15	
	Good command of written and spoken Romanian skills. English and/or Russian are considered an asset (<i>Romanian 4 pts, English 3 pts, Russian 3 pts</i>)	10	
Total Section 3			430