

April 1, 2022
REQUEST FOR PROPOSAL
LRPS 2022-9174079

UNITED NATIONS CHILDREN'S FUND

Wishes to invite interested companies to provide International/National Institutional Consultancy for:
Data collection of behavioral insights (BI) on drivers influencing immunization-related behaviors in Montenegro.

Terms of Reference for this assignment is incorporated in LRPS 2022- 9174079 and make integral part of it.

Potential contractors should submit bidding documentation consisting of technical (A) and financial proposal (B) to the following e-mail address: podgorica@unicef.org

The potential contractors are expected to submit a proposal based on Terms of Reference. The proposal will be evaluated against the following criteria:

A) Technical proposal - Maximum points: 70

(one separate e-mail; attachment password protected; The reference "LRPS 2022 - 9174079 International/National Institutional Consultancy for Data collection of behavioral insights (BI) on drivers influencing immunization-related behaviors in Montenegro- technical proposal):

i. **Technical Proposal including:**

- a) Portfolio of the organisation/institution/agency with examples of previous work on similar projects and clients in the last 5 years
- b) Title/designation of each team member including their CVs,
- c) Detailed description of the methodology and technical approach, including alternative approach, and quality assurance mechanisms
- d) Tentative work plan with the number of days and timeframe in line with the above deadlines for deliverables,
- e) Supplier Profile Form which can be found here [Annex 1 Supplier Profile Form 1.pdf \(unicef.org\)](https://www.unicef.org/montenegro/en/tenders) (<https://www.unicef.org/montenegro/en/tenders>)
- f) LRPS Form signed.

B) Financial proposal - Maximum points: 30

(one separate e-mail; attachment password protected; The reference " LRPS 2022 - 9174079 International/National Institutional Consultancy for Data collection of behavioral insights (BI) on drivers influencing immunization-related behaviors in Montenegro - financial proposal):

ii. **Financial Proposal (Budget) including separate budget proposal for the following "lines" of survey:**

1. For childhood immunization behavioral insights research among healthcare workers (physicians and nurses) from all levels of health care
2. For childhood immunization behavioral insights research among representative sample of parents and/or caregivers of children aged 0-6 will be surveyed.
3. For COVID-19 behavioral insights research among representative sample of health workers (family doctors/GPs, other specialists and nurses) from primary, secondary and tertiary health care levels.
4. For COVID-19 behavioral insights research among representative sample of the general adult population (18+) excluding health workers.

The financial proposal shall indicate budget estimated in EUR

LRPS 2022-9174079 (filled out and signed)

Passwords for the protected attachments should be sent in separate e-mail to the following e-mail address: mjankovic@unicef.org

IMPORTANT-ESSENTIAL INFORMATION

Proposal form LRPS 2022 -9174079 must be used when replying to this invitation. The reference "LRPS 2022 - 9174079 International/National Institutional Consultancy for Data collection of behavioral insights (BI) on drivers influencing immunization-related behaviors in Montenegro " must be indicated in the subject of the e-mails as indicated above.

Proposals should be submitted in English language. Prices must be given in EUR and without tax as UN Agencies are tax exempt for the purchasing of goods and services.

Proposals must be received by 17:00hrs CET on April 15, 2022. Proposals received after the stipulated date and time will be invalidated.

UNICEF is part of the United Nations Global Market place (UNGM). Accordingly, all bidders are encouraged to become a UNICEF vendor by creating vendor profile in the UNGM website: www.ungm.org
Due to the nature of this LRPS, there will be no public opening of proposals.

It is important that you read all the provisions of the bid, to ensure that you understand UNICEF's requirements and can submit a proposal in compliance with them. Note that failure to provide compliant proposals may result in invalidation of your proposal.

In accordance with UNICEF Rules and Regulations the award and the reasons for making the award are UNICEF's internal decision and information about other bidders or their bids must not be divulged. The invitation for submission of proposals does not obligate signing of the contract with bidders, nor does it assume the obligation to pay the costs of preparing the bids. UNICEF accepts no responsibility for undelivered proposals and will not accept proposals after the closing date and time.