

July 22, 2024
REQUEST FOR PROPOSAL
LRPS 2024 9190657
UNITED NATIONS CHILDREN'S FUND
RE-ADVERTISEMENT

Wishes to invite interested companies to International Institutional Consultancy for Assessment of the Teachers' Professional Development System.

Terms of Reference for this assignment is incorporated in LRPS 2024 9190657 and make integral part of it.

Delivery dates defined by Terms of Reference shall be updated accordingly.

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

Passwords for the protected bidding documentation should be sent in separate e-mail to the following e-mail address: mjankovic@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 2024 9190657 technical proposal"):

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;
- d) Tentative work plan with the number of days and timeframe in line with the above deadlines for deliverables;
- e) LRPS Form signed.

B) Financial proposal - Maximum points: 30

(One separate e-mail; attachment password protected; The reference "LRPS 2024 9190657 financial proposal"):

Financial Proposal (Budget) including:

- a) Daily fee rate for each team member per deliverable as well as the total cost per professionals based on the number of working days included in the Technical Proposal.
- b) Estimated travel costs both international and in country travel. Daily subsistence allowance (DSA) will, where applicable, be paid up to a maximum of the official UN rate. (Reimbursement of travel costs / accommodation expenses will be based on actual expenses).
- c) Other costs if applicable.

The financial proposal shall indicate the budget estimated in EUR.

IMPORTANT-ESSENTIAL INFORMATION

The reference "LRPS 2024 9190657" 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.

Validity Period: Proposals should be valid for a period of not less than one hundred and twenty (120) days after the Submission Deadline. A Proposal valid for a shorter period of time shall not be further considered.

Request for proposal for services form:

If your Company and its Management have not been found guilty pursuant to a final judgment or a final administrative decision of any of the items listed under Declaration you should marked box YES.

If your Company and its Management have been found guilty pursuant to a final judgment or a final administrative decision of any of the items listed under Declaration you should marked box NO.

Proposals must be received by 15:00hrs CET on August 5th, 2024. 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.