

July 22, 2025
REQUEST FOR PROPOSAL
LRPS 2025 9198805
UNITED NATIONS CHILDREN'S FUND

Wishes to invite interested companies to provide International Institutional Consultancy for Technical Assistance to the Ministry of Social Welfare, Family Care and Demography to Conduct a Deep-Dive Analysis for the European Child Guarantee Operationalization in Montenegro

Terms of Reference for this assignment is incorporated in LRPS 2025 9198805 and make integral part of it.

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 2025 9198805 technical proposal"):

Technical Proposal including:

- a) Portfolio of the organization/institution/agency with examples of previous work on similar projects in the last 5 years, including a recent piece of work as those described in the ToR;
- 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;
- f) 3 Reference contacts from other clients.

B) Financial proposal - Maximum points: 30

(One separate e-mail; attachment password protected; The reference "LRPS 2025 9198805 financial proposal"):

Financial Proposal (Budget) including:

Financial Proposal (Budget) including 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 as well as any other cost (such as travel), as applicable.

The financial proposal shall indicate the budget estimated in EUR.

IMPORTANT-ESSENTIAL INFORMATION

The reference "LRPS 2025 9198805" 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.

Proposals must be received by 15:00hrs CET on August 12, 2025.

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 on the UNGM website: www.ungm.org

Due to the nature of this LRPS, there will be no public opening of proposals.