

Annex C
EVALUATION CRITERIA

The bidders should submit both technical and financial proposals separately.

Technical evaluation will consider the best proposed solution, the bidder's capacity to start and deliver on time the services, compliance, and submission of all required documentation.

CRITERIA FOR EVALUATION -- COMPANIES

Mandatory criteria (Pass or Fail) • Detailed technical proposal to show organization's understanding and attaching the mandatory requirements

- Valid Company license from Authority having the aims of solar services and showing that they are working in this sector for at least 5 years.
- Valid Company license from Ministry of Energy and Power Development in solar services.

TECHNICAL CRITERIA	POINTS TO CONSIDER	Score
Overall Response	- Provision of Audited Financial Reports for the past 2 years. (8) - Summary of contract values for the past 3 years; (3) - Understanding of the TORs and responsiveness to UNICEF requirements. (3) - Understanding of scope, objectives and completeness of response (3) - Overall concord between UNICEF requirements and the proposal, including the bidder's demonstration of financial capability to execute the contract (3)	20
Experience as a contractor delivering similar goods and services, =	a) Number of years of experience in providing quality assurance services for solar power projects, in communities, installation and training services (proof required) (4) b) Experience providing similar services on full time basis to other organisations or / international organisations /or United Nations Agencies (7) c) Providing a list of the last two projects of similar nature with email and telephone information of the clients. (3) d) At least four positive reference checks for similar contracts done in the past three years (6) e) Capacity to visit schools in remote rural areas: As this assignment requires physical site visits contractor should demonstrate capacity visit any school that is part of the project (5)	25

Detailed Methodology, Work Plan, Personnel, Equipment and Quality Control Measures to be used.	a) Detailed sequential programme of activities from dispatch of equipment to the achievement of set tasks to complete the contract within the stated timeline. Workplan should be presented by week for the first three months of the contract and monthly thereafter (8) b) Detailed list of personnel proposed for the execution of the contract, including the CVs and profiles of the key technical project personnel that will be assigned to the task; and identification of personnel status (i.e. full-time staff, contractor, intermittent staff, etc.). (10) c) Detailed list of full-time technical expert staff employed by the bidder including name, position, area of expertise and years of experience. (7)	25
NOTE: The assessment of the Institution would be made based on documents submitted for review in the Proposal. Institutions that fail to submit sufficient documentation to enable a thorough review of the Institution in all relevant areas, would be subjected to disqualification or penalty of reduced points. Only Technical Proposals receiving 70% of the 70 points (49 points out of 70) or higher, will be considered technically compliant to have their financial proposals evaluated.		
TOTAL Technical SCORE		70
FINANCIAL	POINTS TO CONSIDER	
TECHNICAL CRITERIA	POINTS TO CONSIDER	Score
CRITERIA		
Financial Offer	Rate card offered for programming	30
NOTE: As the most financially attractive offers will be at an advantage, if the Institution can offer any discounts or options, they should be clearly marked in the financial proposal to facilitate the comparison.		
TOTAL Financial SCORE		30
TOTAL SCORE		100

The total amount of points allocated for the price component is [30].

The maximum number of points will be allotted to the lowest price proposal that is opened and compared among those invited firms/institutions which obtain the threshold points in the evaluation of the technical component. All other price proposals will receive points in inverse proportion to the lowest price; e.g.:

Score for price proposal X = (Max. score for price proposal ([20] Points) * Price of lowest priced proposal) / Price of proposal X

Total obtainable Technical and Price points: 100