



## Request for Proposals (RFP)

**The provision of Training and Support services for the CSIR ACCESS education and training programme for a period of five (5) years**

**RFP No. 3453/14/05/2021**

Date of Issue	Friday, 30 April 2021
Compulsory briefing session	None
Closing Date	Friday, 14 May 2021 at 16h30
Electronic Submission	Email: <a href="mailto:tender@csir.co.za">tender@csir.co.za</a> If the size of the documents exceed 30MB, send multiple emails. Use the tender number and description as the subject on the email.
Enquiries	Strategic Procurement Unit   E-mail: <a href="mailto:tender@csir.co.za">tender@csir.co.za</a>
CSIR business hours	08h00 – 16h30
Category	Professional Services

## Table of Contents

SECTION A – TECHNICAL INFORMATION.....	3
1 INTRODUCTION.....	3
2 BACKGROUND.....	3
3 INVITATION FOR PROPOSAL.....	4
4 PROPOSAL SPECIFICATION.....	4
5 FUNCTIONAL EVALUATION CRITERIA.....	8
6 ELIMINATION CRITERIA.....	9
7 NATIONAL TREASURY CENTRAL SUPPLIER DATABASE REGISTRATION.....	9
SECTION B – TERMS AND CONDITIONS.....	10
8 VENUE FOR PROPOSAL SUBMISSION.....	10
9 TENDER PROGRAMME.....	10
10 SUBMISSION OF PROPOSALS.....	10
11 DEADLINE FOR SUBMISSION.....	11
12 AWARDING OF TENDERS.....	11
13 EVALUATION PROCESS.....	11
14 PRICING PROPOSAL.....	11
15 VALIDITY PERIOD OF PROPOSAL.....	12
16 APPOINTMENT OF SERVICE PROVIDER.....	12
17 ENQUIRIES AND CONTACT WITH THE CSIR.....	12
18 MEDIUM OF COMMUNICATION.....	13
19 COST OF PROPOSAL.....	13
20 CORRECTNESS OF RESPONSES.....	13
21 VERIFICATION OF DOCUMENTS.....	13
22 SUB-CONTRACTING.....	14
23 ENGAGEMENT OF CONSULTANTS.....	14
24 TRAVEL EXPENSES.....	14
25 ADDITIONAL TERMS AND CONDITIONS.....	14
26 CSIR RESERVES THE RIGHT TO.....	15
27 DISCLAIMER.....	15
28 DECLARATION BY TENDERER.....	16
29 ANNEXURE “A” FUNCTIONALITY EVALUATION SCORE SHEET.....	18

## **SECTION A – TECHNICAL INFORMATION**

### **1 INTRODUCTION**

The Council for Scientific and Industrial Research (CSIR) is one of the leading scientific research and technology development organisations in Africa. In partnership with national and international research and technology institutions, CSIR undertakes directed and multidisciplinary research and technology innovation that contributes to the improvement of the quality of life of South Africans. The CSIR's main site is in Pretoria while it is represented in other provinces of South Africa through regional offices.

### **2 BACKGROUND**

The CSIR ACCESS team requires a training partner to support our education and training programme by providing leadership training and bringing creative ideas to the development of our Habitable Planet programme. The successful bidder will work in partnership with CSIR/ACCESS to deliver our undergraduate workshops and leadership training programmes as well as taking lead responsibility for assisting with the delivery of our school outreach programme. The contract duration will be aligned with the funding cycle of the ACCESS programme at the CSIR and will be contingent upon the allocation of funding to the CSIR by the Department of Science and Innovation. Assuming continued support we are therefore seeking a service provider to deliver the required outputs for an initial period of three years.

The Habitable Planet programme comprises a range of interventions that aim to increase the number of students participating in environmental science research nationally, with a particular focus on attracting more black and female students and those from disadvantaged backgrounds. The scientific focus of the workshop is on introducing students to Earth Systems Science. However, building student personal skills and confidence and establishing a conducive learning environment are also important aims of the workshop. The training partner we are looking for would focus primarily on this aspect of our training events.

The programme encompasses a wide range of interventions and although we would consider bids that cover one or more parts of the programme (as detailed below), having one training partner covering all the programme activity would be our preferred option.

In keeping with this, the CSIR are extending a request for proposals for the identification of a training partner to support our education and training programme by providing leadership training and bringing creative ideas to the development of our Habitable Planet programme. This document describes the general terms and conditions to which all tenderers must comply.

### **3 INVITATION FOR PROPOSAL**

Proposals are hereby invited for the provision of Training and Support Services for the CSIR ACCESS education and training programme for a period of five (5) years.

### **4 PROPOSAL SPECIFICATION**

The RFP specification and specific outcomes to be delivered include:

#### **4.1 Oversee and manage the implementation of Habitable Planet schools outreach programme (5 x a year)**

The successful bidder must:

- Be familiar with CAPS Earth Systems Science topics at grade 9-11 level and how these overlap with the HPW curriculum (Overview attached).
- Have a representative attend and contribute to the development of school initiatives (ca. monthly meetings throughout the year)
- Manage the roll out of 5 HPW schools workshops nationwide. This includes administering funding to the programmes, as well as visiting each of the five sites for inspection and be responsible for financial accountability in each project.
- Solicit reports from each project team and submit annual reports to ACCESS/CSIR management.

#### **4.2 Support training at the Habitable Planet 10 day workshops (3 x a year).**

**The successful bidder will:**

- Be familiar with Earth Systems Science at undergraduate level and have a working knowledge of the HPW curriculum (or experience in similar training setting)
- Have a representative attend all planning meetings (weekly for months preceding workshop) and be present at the workshops (240 hours).
- Develop / implement facilitation tools to foster team integration, build personal confidence and create a conducive learning environment.
- Develop and present a public speaking training workshop (1 hour per workshop)
- Individual encouragement and confidence building dialogues with participants

- Develop and implement tools to assist students in presenting and understanding science through creative arts media (or alternative approaches).
- Assist with overall programme design to integrate leadership / confidence building activities with the science curriculum.
- Help consult on M&E collection and tailoring towards effective funding proposals

#### **4.3 Support the Habitable Planet Leadership Training (annual)**

In respect to the HPW annual leadership training the successful bidder will:

- Have a representative attend all planning meetings for the training (weekly for months preceding training).
- Contribute in planning process (Co design programme and training content / Assist with student selection)
- Have a representative co-facilitate 2 x 3 day training events
- Design and deliver:
  - i. Opening day facilitations that foster team integration, build confidence and create a conducive learning environment
  - ii. Closing day facilitations that help consolidate learning and personal development
  - iii. Preparation session for leadership pre-workshop
  - iv. Post event evaluation?
- Assisting in individual mentoring of students during workshop
- Be able to understand the content of all 17 HPW core lectures and be able to give suitable feedback to students around this content.
- Co-create and maintain content in leadership handbooks
- Consultation on programme design, M&E and submission of funding proposals

#### **4.4 Support Habitable Planet Online Workshops (annual)**

With the onset of the COVID-19 Pandemic developing online learning tool has become essential. The successful bidder would:

- Consultation towards developing new and innovate online teaching modalities.
- Train and mentor student leadership team to deliver “hosting and chairing” of online workshops
- Develop and deliver speaking and confidence building session in an online format
- Develop and deliver Zoom/Teams based methods to assist students in learning science through the medium of creative arts

- Consultation on programme design, M&E and submission of funding proposals

#### **4.5 Support the Habitable Planet LOC training programme**

The implementation of the logistics of the Habitable Planet Workshop is managed by specially train Local Organising Committees (LOC) of HPW Alumni. The consultants role in this training would include:

- Provide input on application process for LOC applications
- Co-develop day long LOC training in project management skills.
- Visit and co-facilitate 1 day training of selected LOC
- Participate and input on all LOC meetings until delivery (weekly meetings in months preceding workshops)
- Assist and mentor LOC team to get manage an RFQ for good and services, communicate and problem solve with service providers, throughout the planning and delivery of workshop
- Co-create and maintain content in LOC Handbook

#### **4.6 Prospecting and fundraising**

A key function of the training partner would be to attract private funding for the schools programme.

- Undertake prospecting and identify ten suitable funding opportunities annually.
- Use M&E data co-created from the programme to work with CSIR ACCESS in proposal writing and submission.
- Attract additional funding for schools programme with the target of matching the ACCESS contribution by 2023.

#### **4.7 Minimum organizational/HR requirements**

The bidder should be an NPO/NPC with the following institutional experience in:

- National/International peer education and leadership training,
- School outreach programmes,
- Using performing arts (drama, music) and additional tools, to help participants connect and bring content alive, experience in team building,
- Networking, stakeholder engagement and fundraising.

The facilitator assigned to the project should:

- Ideally be the same individual across all trainings for consistency and student relationship.
- Have an understanding of youth culture in South Africa
- Be professional in English reading, speaking and writing, and at least conversational level in either Xhosa or Zulu.
- Have more than five year experience in youth leadership training, experience in programme design and workshop manual writing. International experience will be an advantage.

#### 4.8 Evaluation of proposals

We invite proposals comprising of four parts for evaluation:

- A comprehensive indicative annualized quote for providing the services listed above
- A short (2 page) outline of the tools and activities the supplier have and may employ to achieve the goals above.
- One page citing evidence of success in similar projects. This may include student testimonial and/or past M&E data.
- A CV of the facilitator assigned to the project

As noted above an additional role of the partner will be prospecting for funds and fundraising on behalf of the programme. As such are seeking partners who can technically receive tax-deductible charitable donations. We are primarily looking for bids from NPO/NPCs, preferably those who are registered as a charity.

#### 4.9 Outputs anticipated

Training event supported	Deliverables
4.1 Oversee and manage the implementation of Habitable Planet schools outreach programme (5 x a year)	<ul style="list-style-type: none"> <li>• Interim reports on site visits to each schools programme (annually).</li> <li>• Overall report on HPW schools outreach events, incorporating individual reports for each of the 5 school programmes and financial accounting (annually).</li> <li>• Provide Feedback on mini-HPW proposals as part of a selection panel (annually).</li> </ul>

4.2 Support training at the Habitable Planet 10 day workshops (3 x a year).	<ul style="list-style-type: none"> <li>• Three groups of 30 students trained in leadership and public speaking skills (annually).</li> <li>• Creative facilitation videos posted to the HPW YouTube Channel</li> <li>• Contact hours taking part in three ten day workshops (annually)</li> </ul>
4.3 Support the Habitable Planet Leadership Training (annual)	<ul style="list-style-type: none"> <li>• Contact hours taking part in training (annually)</li> <li>• Five teams of six students trained in leadership, project management and public speaking skills (annually).</li> <li>• Thirty student lecturers trained in public speaking and leadership skills (annually).</li> <li>• Contribution to schools training / student lecturers training handbook (as and when required).</li> <li>• Reports on student performance at training submitted to selection committee (annually).</li> </ul>
4.4 Support Habitable Planet Online Workshops (annual)	<ul style="list-style-type: none"> <li>• Students trained in delivering online workshops (as and when required)</li> <li>• Contribution to online workshop handbook ( and and when required)</li> </ul>
4.5 Support the Habitable Planet LOC training programme	<ul style="list-style-type: none"> <li>• Two groups of six students trained in leadership and project management skills (annually).</li> <li>• Contribution to HPW local organisers training manual (as and when required).</li> <li>• Reports on student performance in training and delivering (annually).</li> </ul>
4.6 Prospecting and fundraising	<ul style="list-style-type: none"> <li>• Proof of ten sucesfully submitted funding proposals (annually)</li> <li>• Income to the schools programme matching ACCESS funding (by 2023).</li> </ul>

Payment schedules will be negotiated around these deliverables at the contracting stage.

## 5 FUNCTIONAL EVALUATION CRITERIA

The evaluation of the functional / technical detail of the proposal will be based on the following criteria:

	Criteria	Weight
1	The bidder should be an NPO/NPC with institutional experience	25
2	Experience in youth leadership training	25
3	References: Contactactable details of references.	10
4	Experience in programme design and workshop manual writing	20
5	Provide compelling testimonials/M&E data to demonstrate past success in similar projects	20
	<b>Total</b>	<b>100</b>

Proposals with technical scores of less than the predetermined minimum overall percentage of **70%** or less than **50%** on any of the individual criteria will be eliminated from further evaluation.

Refer to **Annexure “A”** for the scoring sheet that will be used to evaluate functionality.

## **6 ELIMINATION CRITERIA**

Proposals will be eliminated under the following conditions:

- Submission after the deadline;
- Proposals submitted at an incorrect email address;
- Failure to sign declaration by tenderer
- National Treasury restricted suppliers

## **7 NATIONAL TREASURY CENTRAL SUPPLIER DATABASE REGISTRATION**

All Applicants must submit documents containing the following information together with documentary proof:

- be registered on National Treasury’s Central Supplier Database (CSD). Registrations can be completed online at [www.csd.gov.za](http://www.csd.gov.za);
- provide the CSIR of their CSD registration number;
- provide the CSIR with a certified copy of their B-BBEE certificate. If no certificate can be provided, no points will be scored during the evaluation process. (RSA suppliers);
- B-BBEE certificate must be issued by SANAS accredited agency or a valid sworn affidavit in line with DTI regulations; and

## **SECTION B – TERMS AND CONDITIONS**

### **8 VENUE FOR PROPOSAL SUBMISSION**

All proposals must be submitted at: [tender@csir.co.za](mailto:tender@csir.co.za)

The CSIR requires that all tender submissions be submitted electronically to: [tender@csir.co.za](mailto:tender@csir.co.za). Should tender file size exceed 30 MB, tenderers can submit tender in multiple emails. Use the tender number **3453/14/05/2021** and description of the tender as the subject on your email.

### **9 TENDER PROGRAMME**

The tender programme, as currently envisaged, incorporates the following key dates:

Table 1:Tender Programme

● Issue of tender documents:	Friday, 30 April 2021
● Compulsory Briefing session:	None
● Closing date for technical enquiries:	Wednesday, 12 May 2021 at 16:30
● Closing / submission Date:	Friday, 14 May 2021 at 16:30

### **10 SUBMISSION OF PROPOSALS**

All proposals must be submitted at: [tender@csir.co.za](mailto:tender@csir.co.za).

All proposals are to be clearly marked with the RFP number under the subject on each e-mail submission. Proposals must consist of two (2) parts, each of which may be submitted in a separate e-mail package clearly marked with the RFP Number and the description of the tender:

**PART 1: Technical Proposal: RFP No.: 3453/14/05/2021**

**PART 2: Pricing Proposal, B-BBEE and other Mandatory Documentation:**

**RFP No.: 3453/14/05/2021**

The CSIR will award the contract to qualified tenderer(s) whose proposals determined to be the most advantageous to the CSIR, taking into consideration the technical solution, price and B-BBEE.

## 11 DEADLINE FOR SUBMISSION

Proposals shall be submitted to [tender@csir.co.za](mailto:tender@csir.co.za) no later than the closing date of Friday, **14 May 2021** at 16:30.

Where a proposal is not received by the CSIR by the due date and time via the stipulated email address, it will be regarded as a late tender. Late tenders will not be considered.

## 12 AWARDING OF TENDERS

Awarding of tenders will be published on the National Treasury e-tender portal website.

No regret letters will be sent out.

## 13 EVALUATION PROCESS

Evaluation of proposals

All proposals will be evaluated by an evaluation team for technical capability, price and B-BBEE. Based on the results of the evaluation process and upon successful negotiations, the CSIR will approve the awarding of the contract to successful tenderers.

A two-phase evaluation process will be followed.

- The first phase includes the evaluation of the **technical criteria**.
- The second phase includes the evaluation of **price** and **B-BBEE** status.

Pricing Proposals will only be considered after technical capability phase has been adjudicated and accepted. Only proposals that achieved the specified minimum qualification scores for technical capability will be evaluated further using the preference points system

Preference points system

The **80/20** preference point system will be used where **80** points will be dedicated to price and **20** points to B-BBEE status.

## 14 PRICING PROPOSAL

Price needs to be provided in South African Rand (excl. VAT or Inc VAT where applicable), with details on price elements that are subject to escalation and exchange rate fluctuations clearly indicated.

Price should include additional cost elements such as freight, insurance until acceptance, duty where applicable.

Price should indicate the Rand/Dollar exchange rate (where applicable) and the cost of the forward cover valid for SIX (6) Months from the date of the proposal if applicable.

Only firm prices\* will be accepted during the tender validity period. Non-firm prices\*\* (including prices subject to rates of exchange variations) will not be considered.

Firm price is the price that is only subject to adjustments in accordance with the actual increase or decrease resulting from the change, imposition, or abolition of customs or excise duty and any other duty, levy, or tax which, in terms of a law or regulation is binding on the contractor and demonstrably has an influence on the price of any supplies, or the rendering costs of any service, for the execution of the contract;

Non-firm price is all prices other than "firm" prices.

Payment will be according to the CSIR Payment Terms and Conditions.

## **15 VALIDITY PERIOD OF PROPOSAL**

Each proposal shall be valid for a minimum period of six (6) months calculated from the closing date.

## **16 APPOINTMENT OF SERVICE PROVIDER**

The contract will be awarded to the tenderer who scores the highest total number of points during the evaluation process, except where the law permits otherwise.

Appointment as a successful service provider shall be subject to the parties agreeing to mutually acceptable contractual terms and conditions. In the event of the parties failing to reach such agreement CSIR reserves the right to appoint an alternative supplier.

## **17 ENQUIRIES AND CONTACT WITH THE CSIR**

Any enquiry regarding this RFP shall be submitted in writing to CSIR at [tender@csir.co.za](mailto:tender@csir.co.za) with "RFP No. 3453/14/05/2021 – the provision of Training and Support Services for the CSIR ACCESS education and training programme" as the subject.

The closing date for technical enquiries is Wednesday, **12 May 2021**.

Any other contact with CSIR personnel involved in this tender is not permitted during the RFP process other than as required through existing service arrangements or as requested by the CSIR as part of the RFP process.

## **18 MEDIUM OF COMMUNICATION**

All documentation submitted in response to this RFP must be in English.

## **19 COST OF PROPOSAL**

Tenderers are expected to fully acquaint themselves with the conditions, requirements and specifications of this RFP before submitting proposals. Each tenderer assumes all risks for resource commitment and expenses, direct or indirect, of proposal preparation and participation throughout the RFP process. The CSIR is not responsible directly or indirectly for any costs incurred by tenderers.

## **20 CORRECTNESS OF RESPONSES**

The tenderer must confirm satisfaction regarding the correctness and validity of their proposal and that all prices and rates quoted cover all the work/items specified in the RFP. The prices and rates quoted must cover all obligations under any resulting contract.

The tenderer accepts that any mistakes regarding prices and calculations will be at their own risk.

## **21 VERIFICATION OF DOCUMENTS**

Tenderers should check the numbers of the pages to satisfy themselves that none are missing or duplicated. No liability will be accepted by the CSIR in regard to anything arising from the fact that pages are missing or duplicated.

The CSIR requires that all suppliers submit proposals electronically to CSIR at [tender@csir.co.za](mailto:tender@csir.co.za). Pricing schedule and B-BBEE credentials should be submitted with the proposal, but as a separate document.

## **22 SUB-CONTRACTING**

A tenderer will not be awarded points for B-BBEE status level if it is indicated in the tender documents that such a tenderer intends sub-contracting more than **25%** of the value of the contract to any other enterprise that does not qualify for at least the points that such a tenderer qualifies for, unless the intended sub-contractor is an exempted micro enterprise that has the capability and ability to execute the sub-contract.

A tenderer awarded a contract may not sub-contract more than **25%** of the value of the contract to any other enterprise that does not have an equal or higher B-BBEE status level than the person concerned, unless the contract is sub-contracted to an exempted micro enterprise that has the capability and ability to execute the sub-contract.

## **23 ENGAGEMENT OF CONSULTANTS**

The consultants will only be remunerated at the rates:

- 23.1 Determined in the "Guideline for fees", issued by the South African Institute of Chartered Accountants (SAICA); or
- 23.2 Set out in the "Guide on Hourly Fee Rates for Consultants", by the Department of Public Service and Administration (DPSA); or
- 23.3 Prescribed by the body - regulating the profession of the consultant.

## **24 TRAVEL EXPENSES**

All travel expenses for the CSIR's account, be it directly via the CSIR's travel agent or indirectly via re-imbursing, must be in line with the CSIR's travel policy. The following will apply:

Only economy class tickets will be used.

A maximum of R1 400 per night for accommodation, dinner, breakfast and parking will be allowed. No car rentals of more than a Group B will be accommodated.

## **25 ADDITIONAL TERMS AND CONDITIONS**

A tenderer shall not assume that information and/or documents supplied to the CSIR, at any time prior to this request, are still available to CSIR, and shall consequently not make any reference to such information document in its response to this request.

Copies of any affiliations, memberships and/or accreditations that support your submission must be included in the tender.

In case of a proposal from a joint venture, the following must be submitted together with the proposal:

- 25.1.1 Joint venture Agreement including split of work signed by both parties;
- 25.1.2 The original or certified copy of the B-BBEE certificate of the joint venture;
- 25.1.3 The Tax Clearance Certificate of each joint venture member;
- 25.1.4 Proof of ownership/shareholder certificates/copies; and
- 25.1.5 Company registration certificates.

An omission to disclose material information, a factual inaccuracy, and/or a misrepresentation of fact may result in the disqualification of a tender, or cancellation of any subsequent contract.

Failure to comply with any of the terms and conditions as set out in this document will invalidate the Proposal.

## **26 CSIR RESERVES THE RIGHT TO**

- 26.1.1 Extend the closing date;
- 26.1.2 Verify any information contained in a proposal;
- 26.1.3 Request documentary proof regarding any tendering issue;
- 26.1.4 Give preference to locally manufactured goods;
- 26.1.5 Appoint one or more service providers, separately or jointly (whether or not they submitted a joint proposal);
- 26.1.6 Award this RFP as a whole or in part to a single supplier or multiple suppliers;
- 26.1.7 Cancel or withdraw this RFP as a whole or in part.

## **27 DISCLAIMER**

This RFP is a request for proposals only and not an offer document. Answers to this RFP must not be construed as acceptance of an offer or imply the existence of a contract between the parties. By submission of its proposal, tenderers shall be deemed to have satisfied themselves with and to have accepted all Terms & Conditions of this RFP. The CSIR makes no representation, warranty, assurance, guarantee or endorsements to tenderer concerning the RFP, whether with regard to its accuracy, completeness or otherwise and the CSIR shall have no liability towards the tenderer or any other party in connection therewith.

## **28 DECLARATION BY TENDERER**

Only tenderers who completed the declaration below will be considered for evaluation.

### **RFP No: 3453/14/05/2021**

I hereby undertake to render services described in the attached tendering documents to CSIR in accordance with the requirements and task directives / proposal specifications stipulated in **RFP No. 3453/14/05/2021** at the price/s quoted. My offer/s remains binding upon me and open for acceptance by the CSIR during the validity period indicated and calculated from the closing date of the proposal.

I confirm that I am satisfied with regards to the correctness and validity of my proposal; that the price(s) and rate(s) quoted cover all the services specified in the proposal documents; that the price(s) and rate(s) cover all my obligations and I accept that any mistakes regarding price(s) and rate(s) and calculations will be at my own risk.

I accept full responsibility for the proper execution and fulfilment of all obligations and conditions devolving on me under this proposal as the principal liable for the due fulfilment of this proposal.

I declare that I have no participation in any collusive practices with any tenderer or any other person regarding this or any other proposal.

I accept that the CSIR may take appropriate actions, deemed necessary, should there be a conflict of interest or if this declaration proves to be false.

I confirm that I am duly authorised to sign this proposal.

NAME (PRINT) .....

CAPACITY .....

SIGNATURE .....

NAME OF FIRM .....

WITNESSES

.....

.....

DATE: .....

## 29 ANNEXURE “A” FUNCTIONALITY EVALUATION SCORE SHEET

The evaluation of the functional / technical detail of the proposal will be based on the following criteria:

Criteria	Proof of	Weight	0	5	8	10
The bidder should be an NPO/NPC with institutional experience	Proof of Registration	25	No information	NPO/NPC with 1 – 2 years of experience	NPO/NPC with 3-4 years of experience	NPO/NPC with More than 5 years' experience
Experience in youth leadership training	Track record, previous and current projects Proven experience based on related projects	25	No information	1 – 2 years of experience in youth leadership training programmes	3-4 years of experience in youth leadership training programmes	More than 5 years' experience in youth leadership training programmes
References: Contact details for references.	Contactable references	10	No information	Contact details of at least one (1) reference provided.	Contact details of at least two (2) references provided.	Contact details of at least three (3) references provided.
Experience in programme design and workshop manual writing	Track record, previous and current projects	20	No information	1 – 2 years of experience in programme design and workshop manual writing	3-4 years of experience in programme design and workshop manual writing	More than 5 years' experience in programme design and workshop manual writing
Provide compelling testimonials/M&E data to demonstrate past success in similar projects	Testimonials to demonstrate past success in similar projects	20	No information	Provided only one testimonial on past success in similar projects	Provided 3 testimonials/M&E data to demonstrate past success in similar projects	Provided more than 4 compelling testimonials/M&E data to demonstrate past success in similar projects
<b>Total</b>		<b>100</b>				

Proposals with functionality / technical points of less than the pre-determined minimum overall percentage of **70%** and less than **50%** on any of the individual criteria will be eliminated from further evaluation

END OF RFP