

APPENDIX 2: SELECTION CRITERIA

PR479869 – “Ramping up learning for all: Quality education for ethnic minorities children and children with disabilities Project.”

0. Essential Criteria: Exclusion if not met

No.	Essential Criteria
1	<p>For firm: must have legitimate business/official premises, or is registered for trading and tax as appropriate. For group of consultants: must have Identity card and PIT code. <i>Evidence:</i></p> <ul style="list-style-type: none"> • 1 copy of business certification for company or • 1 copy of establishment decision for legal entities that are university/ research institute or • 01 copy of operating license for legal entities that are organizations with research or function functions or • ID and PIT for research group
2	<p>Comply to SC’s policy (Code of Conduct; Safeguarding Policy; Fraud, Bribery and Corruption Policy, Anti-harassment Policy, Modern Slavery Policy, Data Protection Policy, Protection from Sexual Exploitation and Abuse Policy). <i>Evidence: Supplier commits in the Appendix 1- RFQ</i></p>
3	<p>The bidder confirms they are not a prohibited party under applicable sanctions laws or anti-terrorism laws or provide goods under sanction by the United States of America or the European Union and accepts that SCI will undertake independent checks to validate this. <i>Evidence: Supplier commits in the Appendix 1- RFQ</i></p>
4	<p>Key team members commit to follow the full duration of the project. <i>Evidence: Supplier commits in the Appendix 1- RFQ</i></p>
5	<p>Meet minimum requirements for team leader as below:</p> <ul style="list-style-type: none"> • Hold a master’s degree in or higher in the fields of inclusive education, community development, sociology, public health, law, education, or related fields. • Has at least 5 years of working experience in collecting, synthesizing, and analysing data, developing assessments and evaluations, and publishing research papers on social science, and public health, especially inclusive education, inclusive pedagogy- <p>Meet minimum requirements for key team members (at least 3) as below:</p> <ul style="list-style-type: none"> • Team members with bachelor’s degree or higher in the fields of community development, sociology, social work, law, education, or related fields • Have at least 3 years' relevant work experience in collecting, synthesizing, and analysing data, conducting assessments and evaluations.

	<i>Evidence: Suppliers submit CV of team leader and team members</i>
6	Only Supplier's proposal meets 70% of capability criteria will be considered commercial offer. <i>Evidence: CBA of capability criteria</i>

1. Capability Criteria: 50%

	Criteria	% Weight
1	Capability Criteria	50%
1.1	Quality of technical proposal:	20%
1.1.1	<i>Propose appropriate team composition to perform this TOR.</i> <i>Evidence: team CVs and and Task assignment in technical proposal</i>	2%
1.1.2	<i>Demonstrate solid understanding of the requirements of this TOR and propose relevant technical solutions to address the TOR requirements (18%), of which:</i>	18%
1.1.2.a	The proposed methodology is relevant and appropriate using mixed method design in studies involving participatory techniques to achieving TOR objectives.	7%
1.1.2.b	Proposed data collection tools and methods are relevant to address research questions.	5%
1.1.2.c	The research proposal includes a plan to address ethical approval requirements.	3%
1.1.2.d	The proposed workable timeline meets SCiV expectations.	1%
1.1.2.e	Proposal includes description of a detailed plan for data management and protection and use of information technologies in data collection.	2%
	<i>Evidence for 1.1.2: based on technical proposal submitted by Supplier</i>	
1.2	Quality of report sample	5%
	A soft copy of two (02) recent relevant reports to demonstrate the previous experience.	
1.2.1	Team leader was listed as authors in at least one sample report.	1%
1.2.2	Report relating to project assessment and relating to children with disabilities, ethnic minority children.	2%
1.2.3	Report using relevant methodology (quantitative survey, child right approach)	1%
1.2.4	Report was submitted to accredited organizations/ journals (university, ministry, NGO/ UN, international journals...)	1%
1.2.4	02 relevant sample reports are not submitted (0%)	0%
	<i>Evidence for 1.2: based on list of verified publications submitted by Supplier</i>	
1.3	Experience, skills of the key Team members	10%

	Criteria	% Weight
1.3.1	Have sound and proven experience in conducting similar assessments in inclusive education or related to people with disabilities.	3%
1.3.2	Have sound and proven records in social science research, evaluations, or consultancy work in Viet Nam in at least one of the following: education (pre-school and general education), inclusive education, disabilities.	3%
1.3.3	Have proven experience in designing and conducting research using mixed method design in studies using participatory techniques.	3%
1.3.4	Has experience in using digitalized tools in research.	1%
1.3.5	No experience: <i>Evidence for 1.3: based on experience and skills stated in CV of all team members</i>	0%
1.4	If the supplier meets 70% of the total requirements of 1.1, 1.2, and 1.3 there will be an invitation for presentation/interview. Supplier's interview/presentation.	15%

2. Commercial Criteria: 40%

	Criteria	% Weight
2	Commercial Criteria	40%
2.1	Price:	
	The bidder with the most competitive price will get 38%, other bidders' points to calculate follow pro-rata. <i>Evidence: Based on information on RFQ</i>	38%
2.2	Payment term:	
	- Suppliers accept payment term as per deliverables: 2% <ul style="list-style-type: none"> ▪ 30% of the total cost payable within 10 days after the inception report (using SC's standard template) and data collection tools are approved; ▪ 25% of the total cost payable within 10 days after approval of the data collection report which includes preliminary results of the data collected and observations; ▪ 45% of the total cost payable within 10 days after approval of the final report. 	2%
	- Supplier's payment term is different with deliverables: 0%	
	<i>Evidence: Based on information on RFQ</i>	

3. Sustainability Criteria: 10%

	Criteria	% Weight
3	Sustainability Criteria	10%
3.1	<ul style="list-style-type: none"> Bidder demonstrates a willingness to minimize carbon footprint by using electronic data collection tools (if applicable): 5% 	5%
	<ul style="list-style-type: none"> Other: 0% 	
	<i>Evidence: base on technical proposal</i>	
3.2	<ul style="list-style-type: none"> Bidder demonstrates a willingness to minimize carbon footprint by optimize logistics cost: 5% 	5%
	<ul style="list-style-type: none"> Other: 0% 	
	<i>Evidence: base on logistics cost on RFQ</i>	