APPENDIX 2: SELECTION CRITERIA
Supplier to conduct the Endline Evaluation for ANCP project

1. Essential Criteria: Exclusion if not met

No.	Essential Criteria
1	For firm: must have legitimate business/official premises, or is registered for trading and tax as appropriate *Evidence:* • *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*
2	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). *Evidence: Supplier commits in the Appendix 1- RFQ*
3	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. *Evidence: Supplier commits in the Appendix 1- RFQ*
4	Meet minimum requirements for **team leader** as below: • Hold a master's or higher degree in social sciences, education, public policy, and statistics. • Has at least 7 years of working experience in leading and conducting project evaluation projects or similar studies. • Has experience working with children. Meet minimum requirements for **key team members** as below: • Team members hold undergraduate or postgraduate degrees in education, social sciences, statistics, and public health. • Have at least 5 years relevant work experience in conducting project evaluation, research, particularly in designing evaluation/research, collecting data, and conducting in-depth interviews or focus group discussions. • Has experience working with children. *Evidence: Suppliers submit CV of team leader and team members*

2. Capability Criteria: 50%

	Criteria	% Weight
1	**Capability Criteria**	**50%**
1.1	**Quality of technical proposal:**	**20%**
1.1.1	***Demonstrate solid understanding of the requirements of this TOR and submit technical proposal to address the TOR requirements (18%), of which:***	**17%**
1.1.1.a	The proposed methodology is relevant and appropriate to achieving TOR objectives.	7%
1.1.1.b	Proposed data collection tools and methods are relevant to address research questions.	6%
1.1.1.c	The proposed timeline meets SCiV expectations and deliverables.	2%
1.1.1.d	Proposal includes description of a detailed plan for data management and protection and use of information technologies in data collection and analysis.	2%
	Evidence for 1.1.2: based on technical proposal submitted by Supplier	
1.1.2	***Propose appropriate team composition to perform this TOR.*** *Evidence: team CVs and detailed Task assignment- team roles in technical proposal*	**3%**
1.2	**Quality of report sample**	**5%**
	A soft copy of **two (02) recent relevant Evaluation reports** to demonstrate the previous experience.	
1.2.1	Team leader/ team member(s) was listed as main authors in at least one sample report.	1%
1.2.2	Report relating to project evaluation/ education/child centered approach *Bidder submit samples covering all three areas above will receive the maximum score (1%)* *Each missing area will result in a deduction of one-third of the total score.*	1%
1.2.3	Report using relevant methodology (quantitative survey).	1%
1.2.4	Content of report sample: - Clear structure - Key findings related to objectives of report - Concrete Recommendations	2%
1.2.5	Relevant sample reports are not submitted (0%)	0%
	Evidence for 1.2: based on list of verified reports submitted by Supplier	
1.3	**Experience, skills of the Team members**	**10%**
1.3.1	Have sound and proven experience in conducting evaluations based on OECD-DAC evaluation criteria, particularly utilization and learning focused evaluations.	3%

	Criteria	% Weight
1.3.2	Have sound and proven records in leading research, evaluations, or consultancy work in Viet Nam in at least one of the following: education (pre-school and primary school.	3%
1.3.3	Have proven experience in designing and conducting outcome evaluations using mixed method design in studies involving children and children's participatory techniques.	2%
1.3.4	Having experience working with ethnic minority children is an advantage.	1%
1.3.5	Has experience in using digitalized tools in research and evaluation.	1%
1.3.6	No experience: *Evidence for 1.3: based on experience and skills stated in CV of all team members. Bidder's points are calculated based on the quantity of members meeting the required criteria.*	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%**
1.5	**Only Supplier's proposal meets 70% of capability criteria will be considered commercial offer. Evidence: CBA of capability criteria**	

3. Commercial Criteria: 40%

	Criteria	% Weight
2	**Commercial Criteria**	**40%**
2.1	**Price:**	
	The bidder with the most competitive price will get 39%, other bidders' points to calculate follow pro-rata.	39%
	Evidence: *Based on information on Appendix 1- RFQ*	
2.2	**Payment term:**	
	- Suppliers accept payment term as per deliverables mentioned in ToR: 1%	1%
	- Supplier's payment term is different with deliverables: 0%	
	Evidence: *Based on information on Appendix 1- RFQ*	

4. Sustainability Criteria: 10%

	Criteria	% Weight
3	**Sustainability Criteria**	**10%**
3.1	• Bidder demonstrates a willingness to minimize carbon footprint by using electronic data collection tools (if applicable): 5%	5%
	• Other: 0%	
	Evidence: base on technical proposal	
3.2	• Bidder demonstrates a willingness to minimize carbon footprint by mobilize local data collectors: 5%	5%
	• Other: 0%	
	Evidence: base on logistics cost on Appendix 1- RFQ. Bidder with the lowest logistics cost will get 5%, other bidders' points to calculate follow pro-rata.	