



PART 1 - PROJECT PROPOSAL

Important Note:

- **Technical proposal MUST be submitted in a separate envelope/file from the financial proposal.**
- **Scores will be based on the submitted Proposal, demonstration of past experience and supporting documentations based on a pre-agreed scoring system. The scoring system is designed to be as objective as possible, while understanding that the nature of such work is highly dependent on context. For this reason, the proposal should include as much detail as it is necessary.**
- **The Total Technical score is out of 100 points. Bids scoring less than 50 points (50%) will be rejected and the financial offers will not be opened.**

EVALUATION CRITERIA TABLE

#	Criteria	Sub-criteria	Maximum Score	Supporting documentation
1	2	3	4	5
1	Technical Proposal	Technical Proposal as per TOR's (10 points)	10	This criterion will be scored proportionally from 10 for the Firm/Consultants/supplier who offers the most adherence to the conditions and coverage detailed in the ToRs.
Experience and Expertise (20 points)				
2	Experience	University Degree in: - Experience in developing climate change adaptation strategies, - Experience in analyzing data and ability to prepare reports, - Management of multi-hazards/geohazards, - Environmental science and management, - Socio-ecological systems and infrastructure resilience - Other fields closely related to the focus of the consultancy assignment (4 points)	20	Copy of post-graduate University Degree
		Years of experience in Natural Resource Management/ Forestry/ Ecology/ Environmental Science/Agriculture/Climate Sciences/Climate Change and related fields, closely related to the focus of the consultancy assignment. (2 points)		CV
		Previous experiences related Natural Hazards Risk Assessment, Disaster Risk Reduction, climate adaptation and Ecosystem-based Adaptation and ecosystem-based management and Nature-Based Solutions, ideally on multi-hazards (2 points)		Samples / examples of previous works
		Track record of successful DRR projects and training initiatives. (2 points)		Track record copy / samples
		Positive feedback and references from previous clients or organizations. (2 points)		Recommendation letter - Contacts of previous 3 organizations
		Demonstrated knowledge and understanding of international and national Climate sciences/Climate change or related field. (2 points)		Samples of previous works
		Expertise in Ecology/ Climate Change/Sustainable Development/ Remote Sensing & GIS/Weather advisories. (2 points)		Samples of previous works
		Statement of the proposed consultancy methodology including a detailed work plan. (4 points)		Samples of previous works
Language Competence (10 points)				



3	Communicati on skills	Fluency in both English and Romanian (oral & written) PASS/FAIL (If the bidder is not fluent in both languages, he will be automatically rejected) (5 points)	10	CV + samples of previous work
		Fluency in Russian (oral & written) (5 points)		CV + samples of previous work
Methodology and Training Approach (40 points)				
4	Trainings	Design and develop the schedule of data analysis of farmers in Anenii Noi raion (10 points)	40	
		Design the tools and the schedule of the training sessions for the farmers in Anenii Noi raion and the Acted team (10 points)		
		A draft of business proposal template to be used by farmers (5 points)		
		Samples of similar work done previously (10 points)		
		Incorporation of monitoring and evaluation mechanisms to measure the impact of the training program. (5 points)		
Timeline & Workplan (20 points)				
5	Deliverables	According to each deliverables & the ACTED Terms of Reference	20	Table in the Technical Offer

ACTED is proposing to follow the selection method below:

- Bidders will go through an administrative opening.
- Then bidder(s) will be technically evaluated and will be given a score out of 100 points.
- The bidder(s) passing the minimum requirement threshold from the technical evaluation (50 points) will be then further considered for the financial evaluation.
- Then bidder(s) will be financially evaluated and will be given a score out of 100 points. The price is scored proportionally from the lowest price received.
- The awarded bidder will be the one with the best weighted average out of 50% for the Technical offer and 50% for the Financial one.

ACTED's Special Conditions for Purchase for this tender are attached for the information of Bidders. When sending their offers to the present call for tender, Bidders acknowledge their agreement with these terms & conditions.

1- Technical Proposal as per TOR's (10 points)

- a) According to the TOR, please, draft the technical proposal

2- Experience and Expertise (20 points)

Please include: all the supporting documentations illustrating this narrative and requested for this criteria

- a. Please highlight your experience and expertise through a cover letter in the box below and list all the attachments provided for this criteria, as requested in the evaluation criteria table

Contents of attachments

(Where attachments are sent by email, please include the list of file names which will be assessed, as well as the subject line for the email in which they are contained)

Up to 20 points will be awarded on the basis of the narrative and attachments.

3- Language competence (10 points)

Please list all the samples of previous work you provided to justify your fluency in mandatory and additional languages

Contents of attachments

(Where attachments are sent by email, please include the list of file names which will be assessed, as well as the subject line for the email in which they are contained)

Up to 10 points will be awarded on the basis of the attachments justifying.

4- Methodology and Training Approach (40 points)

Please include: all the supporting documentations requested for this criteria

- a. According to the Terms of References annexed, please detailed here the proposed methodology to design and deliver training sessions for the farmers.

Contents of attachments

(Where attachments are sent by email, please include the list of file names which will be assessed, as well as the subject line for the email in which they are contained)

Up to 40 points will be awarded on the basis of the proposed methodology.



5- Timeline & workplan (20 points)

Please indicate duration according to the proposed methodology for each key deliverables if different.

Task	Key Deliverables	ACTED Estimated Duration (in working days)	Proposed Duration (in working days)
Assessment for Local Agriculture Market Dynamics	Mapping: Create a detailed map of farmers in Anenii Noi, categorizing farming activities, land sizes, and identifying relevant support organizations.	3	
	Market Assessment: Analyze the local agriculture market dynamics, including where farmers source tools and inputs, where they sell their products, income variations based on farming types and land sizes, and identify climate change and disaster risks	5	
	Market assessment tools: Design and develop tools for conducting a comprehensive needs assessment and market survey and training the Acted team on how to use it and analyze the data.	1.5	
	Selection Criteria: Design selection criteria to assess potential smallholder farmers that will be selected to benefit from the project, taking into account their vulnerability to specific disaster risks and their susceptibility to broader socio-economic challenges.	0.5	
Training for Farmers	Training design: Develop a Disaster Risk Reduction (DRR) training program tailored for smallholder farmers. Prepare the training manual to be used by Acted staff in later stages and create all the necessary tools for the training. This program will highlight the concept of tailor-made hazard perception training, involving a specialized program designed to address the specific risks and hazards faced by a particular group or community. The primary objective of this training is to enhance farmers' awareness and preparedness for the specific hazards they may encounter, thereby reducing vulnerability to these risks. Furthermore, the training aims to assist farmers in identifying the most suitable smart agriculture technologies that can be utilized to mitigate these risks, ensuring the sustainability of their farming activities.	5	
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Farmers Granting and Follow-Up Monitoring	Proposal: Develop a business proposal template to be used by farmers and establish criteria for evaluating business proposals submitted by farmers.	1	
	Follow-Up Advisory Sessions: Develop and deliver training to the ACTED team, enabling them to analyze the farmers proposals, and conduct follow-up advisory sessions for farmers effectively. This training will include a simulation day where the consultant accompanies the team during actual advisory follow-up sessions.	3	
	Field monitoring: Over a 10-day period, the Acted team will combine field visits and advisory sessions with farmers. The aim is to guide them through the appropriate advisory approach and provide support in technical discussions.	10	
Final Report	Write the assignment final report	2	

Up to 20 points will be awarded on the basis of the proposed timeline and workplan.

Company Name: _____

Authorized Representative Name: _____

Signature: _____

Stamp: _____