

MICRO-ENTERPRISE DEVELOPMENT PROGRAMME (MEDEP) III

NEP/08/006

Evaluation Formats

1. Project Concept Note (PCN) and Organisational Profile need to be presented in line with the attached formats.
2. Bidders who have not submitted the documents as per the formats in "Project Concept Note" and "Organizational Profile" will be invalid for evaluation.
3. All organisations will be informed about decisions by 4 weeks after the submission deadline.
4. The acceptance of a PCN and the organisational competency gives the right to the organisation to present detail technical and financial proposals.

Table a: Evaluation Criteria and Marks

S.N.	Criteria	Full Marks	Pass Marks
1	Organisational Competency	50	25
2	Project Concept Note	50	25
	TOTAL SCORE	100	50

Table b: Criteria for Evaluation of Organisational Competency

S.N.	Criteria	Full Marks	Score of Bidder I	Score of Bidder II	Score of Bidder III	Score of Bidder IV	Score of Bidder V
1	Relevancy of the past work for this project						
	Very high relevancy	10					
	High relevancy	8					
	Medium relevancy	6					
	Low relevancy	3					
2	Performance of the past work (specified in reports)						
	Outstanding	10					
	Very good	8					
	Good	6					
	Satisfactory	3					
3	Years of relevant Work Experience						
	>5 years	10					
	>4-5 years	8					
	>3-4 years	6					
	2-3 years	4					
	<2 years	2					
4	Availability of staff and experts suitable for this project						
	>5 relevant staff (50% Women; 2 Dalits; socially diverse)	10					

MICRO-ENTERPRISE DEVELOPMENT PROGRAMME (MEDEP) III
NEP/08/006

	4-5 relevant staff (50% Women)	8				
	2-3 relevant staff (50% Women)	6				
	<2 relevant staff	3				
5	Recommendations from past donors ¹					
	Outstanding	10				
	Very Good	8				
	Good	6				
	Satisfactory	3				
	TOTAL SCORE	50				

Table c: Criteria for Evaluation of PCN

S. N.	Criteria	Full Marks	Score of Bidder I	Score of Bidder II	Score of Bidder III	Score of Bidder IV	Score of Bidder V
1	Relevancy of the objectives for this project						
	Very high relevancy (poverty alleviation through micro-enterprise development, target to socially excluded groups, remote/inaccessible areas)	10					
	High relevancy (poverty alleviation through micro-enterprise development, target to socially excluded groups)	8					
	Medium relevancy (poverty alleviation)	6					
	Low relevancy	3					
2	Relevancy of the expected results						
	Very high relevancy (all components of MEDEP model; explicit target for gender and social inclusion)	10					
	High relevancy (at least 5 critical components of MEDEP model; explicit target for gender and social inclusion)	8					
	Medium relevancy (at least 5 critical components of MEDEP model)	6					
	Low relevancy	3					
3	Adequateness of the activities to achieve results						
	Very high (activities for all components of MEDEP model, and for explicit targeting of gender and social inclusion)	10					
	High (activities for at least 5 critical components of MEDEP model, and for explicit targeting of gender and social inclusion)	8					
	Medium (activities for at least 5 critical components of MEDEP model)	6					
	Low	3					
4	Poverty and “gender and social inclusion” focus in activities						

¹ Reference checks will be done.

MICRO-ENTERPRISE DEVELOPMENT PROGRAMME (MEDEP) III
NEP/08/006

	Very high (poverty, gender, target to socially excluded groups)	10				
	High (poverty, gender)	8				
	Medium (mentioned, but not explicit)	6				
	Low (not mentioned)	3				
5	Relevant staffs allocated for this project					
	50% Women, and >50% <i>Dalits</i> and disadvantaged Indigenous Nationalities, with relevant expertise as per ToR	10				
	50% Women, and 30%-49% <i>Dalits</i> and disadvantaged Indigenous Nationalities, with relevant expertise as per ToR	8				
	50% Women , but <30% <i>Dalits</i> and disadvantaged Indigenous Nationalities, with relevant expertise as per ToR	6				
	30% Women , but no <i>Dalits</i> and disadvantaged Indigenous Nationalities, with relevant expertise as per ToR	3				
	TOTAL SCORE	50				