

TECHNICAL EVALUATION MATRIX (TEM)

Stage I: Mandatory Requirements (Pre-qualification Criteria)		
At least 5 years' experience in web-development, proved with the respective documented evidence		Yes/No
Organization's portfolio shall include at least 15 developed websites, out of which at least 5 need to be interactive;		Yes/No
Company's portfolio, including: links, list of web pages, list of partner organizations and companies.		Yes/No
Short technical proposal with description of the proposed work plan, timelines and working methodology.		Yes/No
a team in charge of the creative and development parts of the project with the relevant experience (the staff employed in the project must have at least 3 years of <u>experience in the required fields</u>).		Yes/No
The technical team includes members with IT/design/development experience, as well as Public Health professional (to be recruited as invited expert)		Yes/No
3 Recommendation letters		Yes/No
Readiness to work without advance payment		Yes/No
Stage II: Technical Evaluation Criteria		
1	Previous experience	
1.1	Overall experience	less than 5 years
		5-10 years
		More than 10 years
1.2	Proven experience in developing at least 15 developed websites	less than 15 projects
		15-20 projects
		more than 20 projects
1.3	Proven experience in developing at least 5 interactive websites;	less than 5 projects
		5-7 projects
		7 and more projects
2	Relevant experience of successfully completed projects	
		0 references
		1-3 references

2.1	Proven experience of effective communication and partnership with other institutions (reference letters)	more than 3 references from partner organizations	
2.2	Working experience with other international organizations/UN in the similar fields	No	
		Yes	
3	Staff experience and Skills		
3.4	Project team composition (short bios) as required in the ToR	less then 3 years	
		3-5 years	
		5-10 years	
		more than 10 years	
3.5	Clear and reasonable team composition	not realistic	
		somewhat realistic	
		not completely clear	
		full, clear and reasonable	
4	Proposed approaches and works schedule		
4.1	Short technical proposal with description of the proposed work plan, timeline and working methodology, including coordination, team composition and quality control and reporting mechanisms.	Not realistic, poorly developed, major elements are not accounted	
		Some elements are missing, and some are under/overestimated, or not realistic	
		Minor elements are missing, some elements are under/overestimated	
		In schedule all elements are present, but several are under/overestimated for the planned resource inputs	
		shedule is realistic, well stuctured	
4.2	Coordination mechanisms	No plan in place	
		Plan moderatly in place	
		Plan fully adequate and in place	
4.3	Relevannce and reliability of the presented list of references	Few resources are relevant and reliable	
		Most of the resources are relevant and reliable	
		All the resources are relevant and reliable	