

	Evaluation Scheme for Technical Assessment of Offers							
Section/ Division: 3200	Assignment Title:	Project title:	Examination of citizen feedback and administrative claims in the municipalities and the public registry deficiencies and to develop legal and system-level recommendations					
		Weighting in %	points (max. 100)	assessment (2)x(3)	points (max. 100)	assessment (2)x(5)	points (max. 100)	assessment (2)x(7)
		(2)	(3)	(4)	(5)	(6)	(7)	(8)
1	Experience of the company / organization							
1.1.	The technical proposal shall provide evidence of the organization's capabilities and assignment-related experience in executing similar projects in the area of local self - government. Proposal should demonstrate specific experience in conducting similar studies and elaborating guidelines.	30.0%						
Subtotal for 1		30.0%						
2	Technical proposal							
2.1.	The technical proposal shall explain in details how the company will plan the work and deliver the milestones listed in the Terms of Reference (ToR) document considering such aspects as compliance with the ToR, implementation methodology, timelines of actions included in the technical proposal	15.0%						
2.2.	A work plan, including implementation schedule of number of work days per tasks to be performed by the Contractor for completion of this assignment	15.0%						
Subtotal for 2		30.0%						
3	Qualification of proposed staff / experts							
3.1	Experts assigned to executing of the tasks outlined in the ToR shall have the demonstrated experience (at least 5 years) of development and implementation of similar projects in all relevant topics listed in ToR (municipal competencies, municipal service delivery, e-Services, information and communication). Reference to similar work/projects completed shall be included in his/her CV to be attached to the offer	20.0%						
3.2	Experts assigned shall possess relevant experience to the scope of assignment in elaboration of strategic plans and guidelines; List of similar work/projects completed shall be included in the CVs of the proposed staff.	20.0%						
Subtotal for 3		40.0%						
Grand Total		100.0%						
