

## REVISED EVALUATION CRITERIA

5.2	<p>Criteria, sub-criteria, and point system for the evaluation of Technical Proposals are:</p> <p><b>Past performance (30 marks)</b></p> <table> <thead> <tr> <th></th><th style="text-align: right;"><u>Marks</u></th></tr> </thead> <tbody> <tr> <td>(i) No. of teachers trained during the past 5 years (2010 – 2014)</td><td style="text-align: right;">05</td></tr> <tr> <td>(ii) Key professional staff qualifications and competence for the project</td><td style="text-align: right;">05</td></tr> <tr> <td>(iii) Working with government schools and teachers</td><td style="text-align: right;">05</td></tr> <tr> <td>(iv) Preparing and supporting secondary school teachers to teach English and mathematics</td><td style="text-align: right;">05</td></tr> <tr> <td>(v) Existing programmes/courses</td><td style="text-align: right;">10</td></tr> </tbody> </table> <p><b>Proposed Methodology (35 marks)</b></p> <table> <tbody> <tr> <td>(i) Adequacy of the proposed methodology and work plan in responding to the Terms of Reference:</td><td style="text-align: right;">25</td></tr> <tr> <td>    a) Technical approach and methodology</td><td></td></tr> <tr> <td>    b) Work plan</td><td></td></tr> <tr> <td>    c) Organization and staffing</td><td style="text-align: right;">05</td></tr> <tr> <td>(ii) Understanding of teacher training programme development and teaching of the relevant subjects</td><td style="text-align: right;">05</td></tr> <tr> <td>(iii) Understanding of the potential risks/challenges and mitigation strategies</td><td style="text-align: right;">05</td></tr> </tbody> </table> <p><b>Methodology for Monitoring and Evaluation (35 marks)</b></p> <table> <tbody> <tr> <td>(i) Plan for monitoring and evaluation of results</td><td style="text-align: right;">35</td></tr> </tbody> </table> <p style="text-align: right;"><b>Total weight:</b> 100</p>		<u>Marks</u>	(i) No. of teachers trained during the past 5 years (2010 – 2014)	05	(ii) Key professional staff qualifications and competence for the project	05	(iii) Working with government schools and teachers	05	(iv) Preparing and supporting secondary school teachers to teach English and mathematics	05	(v) Existing programmes/courses	10	(i) Adequacy of the proposed methodology and work plan in responding to the Terms of Reference:	25	a) Technical approach and methodology		b) Work plan		c) Organization and staffing	05	(ii) Understanding of teacher training programme development and teaching of the relevant subjects	05	(iii) Understanding of the potential risks/challenges and mitigation strategies	05	(i) Plan for monitoring and evaluation of results	35
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	<p>The minimum technical score S (t) required to pass is: 42 Points</p>																										
5.5	<p>The single currency for price conversions is: Maldivian Rufiya (MVR)</p> <p>The source of official selling rates is: MMA exchange rate</p> <p>The date of exchange rates is: 16<sup>th</sup> July 2015</p>																										
5.6	<p>The formula for determining the financial scores is the following:  <math>S(f) = 100 \times (F_m / F)</math>, in which S(f) is the financial score, F<sub>m</sub> is the lowest price and F the price of the proposal under consideration.</p> <p>The weights given to the Technical and Financial Proposals are:  T = 0.7 ,and  P = 0.3</p>																										



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### ***The Technical Proposal***

The technical proposal should be divided into the following sections:

#### **A. Cover page**

This should include contact details for the organization and the name and title of the person to whom communications relating the bid should be addressed (telephone numbers, email address, physical address).

#### **B. Approach and methodology (maximum 12 pages)**

In this section, the Supplier should describe how they will achieve the required results. Provide a description of the program, how it will be implemented and by who.

Also include information about:

- How you will identify teachers for the programme
- How you will determine the level and content of the programme
- What existing resources/materials you plan to use
- The plan for monitoring and evaluation

#### **C. CVs of key personnel (maximum 2 pages per CV)**

The Supplier may submit up to 10 CVs as part of the proposal. The CVs must indicate:

- The position for which the individual is being proposed
- The amount of work anticipated for each individual

Note that every individual whose CV is included in the bid must be available to work with the programme if the proposal is successful.



## ANSWERS TO THE QUERIES RAISED IN THE PREBID MEETING

1. The Announcement was gazetted on 9th June, referring to RFP document. However, RFP document was not available to us till 2nd July 2015. Therefore, we did not get enough time to go through the RFP document and prepare proposal. We would like to clarify if the deadline is as per the Announcement.

*Bid submission date will be held on 4<sup>th</sup> August 2015 at 1200 hrs.*

2. Regarding statistics given in page 38, Are any of the participants currently enrolled in any study programme?

*Yes there will be many who are completing their diplomas and degrees.*

3. In page 39, it states the program should have a minimum of 15 hours of face-to-face. We would like to inquire if they consider real-time virtual interaction as face-to-face interaction?

*Face-to-face interaction means teacher having real time interaction face-to-face with the participants. Video conferencing maybe considered as face-to-face.*

4. In page 39, it states that participants who complete 1st year should be awarded diploma and so on. We would like to inquire if the participants who join this program will have the required entry criteria to complete diploma in one year.

*Yes. This programme is targeted for teachers who already have advanced certificate or diploma*

5. In page 39, it says the program should be completed within the duration. What about the students who fail from the modules? will it be considered as not completing the project on time?

*Participants must take the responsibility. But since this is a 5 year project, most of the people will have opportunity to repeat modules*

**6. If we are to award diploma in 1st year, associate degree in 2nd year and bachelors degree in 3rd year, the maximum time required will be three years. However, the project is due 2020. So, do we have to drag the project till 2020? (page 40)**

*The 5 year period is not for dragging the project but to give flexibly to the awarding institute to manage themselves. It is not a requirement to enroll all the 2000 teachers at the same time*

**7. In page 39, it states that we are required to do a need assessment. We would like to inquire what statistics are available from MOE/NIE and does it require us to do field visits to all atolls?**

*You may have to do some field visits but all the available data in the ministry will be shared with you. Also we will provide our full support to help you compile the report as soon as possible.*

**8. In page 39, it states that use of technology is not a requirement, however in page 38 it says, one of the main focus of the training is to train teachers to use modern technology. How to train teachers to use modern technology without utilizing technology?**

*What is referred in page 38 is classroom integration of technology (for school children)*

**9. In page 40, it states that we have to submit all materials of the program within six weeks of award of the contract. If we have to complete needs assessment within one month of the award of contract, then we get only two weeks to prepare the entire program materials. We would like to inquire if the duration is realistic?**

*We are expecting to award this project to an institute who already has accredited programmes in most of the areas. The study will help you to decide who will do what programme*

*If the study reveals the need for a programme(s) that requires to be developed from scratch, you may offer that in the last 3 years of the project. This way, you will have plenty of time to develop and accredit the programme*

**10. In page 40, it says the program has to be approved by MOE. How much time do we need to factor in for approval from MOE?**

*Please refer to the answer of Question 9*

**11. In page 40, it says it requires a database of teachers trained. Is it referring to a spreadsheet or a fully functional database? What are the reports that needs to be generated?**

*Fully functional database that has all employment, educational and personal records of all teachers who complete this project.*

**12. In page 40, it says final reporting has to be done in 2016. If the program is to be completed in 2020, why is final reporting date ahead of the due date?**

*A typo*

**13. In page 41, it says approach and methodology section of the proposal should be limited to 12 pages. However, in page 23 it says it can be up to 50 pages. please clarify this.**

*Revised evaluation criteria is attached*

**14. In page 41, it says per CV should limit to 2 pages. However, in page 25 there is a format for preparation of CVs which will exceed 2 pages per person.**

*Revised evaluation criteria is attached*

**15. In page 42, it says past performance will get 20 marks, however, in page 17 it says firms experience will get 5 marks.**

*Revised evaluation criteria is attached*

**16. In page 42, it says proposed methodology will get 35 marks, however, in page 17 it says it will get 40 marks.**

*Revised evaluation criteria is attached*

**17. In page 42, it states that organization should have experience working with government and schools. Does it refer to Maldivian schools?**

*No. It refers to the public education system of any country*

**18. In page 42, it says the organization should have experience in training secondary teachers for Eng/Math. Are we training mainly secondary teachers under this project?**

*Yes mainly secondary teachers especially in the areas of English and Mathematics*

**19. In page 43, it says key personnel will get 10 marks, but in page 17 it says 45 marks.**

*Revised evaluation criteria is attached*

**20. In page 17 it says social and institutional development specialist and community mobilization specialist is required. We would like to clarify what is the need for these personnel's?**

*Must be a registered training institution, not personnel.*

**21. In page 17, it says experience in region and language is required. Please clarify this.**

*Revised evaluation criteria is attached*

**22. What should be the medium of instruction of the programme?**

*English generally but Dhivehi, Islam and Quran must be taught in Dhivehi and Arabic in Arabic language*

**23. There is an English language requirement in MQA. Will the participants have the language requirement or do we have to upgrade their language skills under this project?**

*The project must facilitate this too*

**24. How much time will be available for the participants to study? The duration of the program depends on the time availability of the participants.**

*Teachers will work full time and studying will be done after work hours*

**25. Is there any preference to a fast track programme or does the project allows part time study options if completed within the given duration?**

*The institute will decide this and manage within the given duration of 5 years*

**26. Does the program have to be approved by MQA before commencement?**

*Yes. MQA regulations does not allow any programme to start before their approval*

**27. Does the students or the government pay for the programme? Does the government pay on lump sum basis or half payment basis? what happens if a student drops out?**

*Students will pay their fees*

**28. Can we submit alternative options to methodology and costing. If yes, a 12 page restriction is not realistic.**

*No*

**29. The entire document is very much consultancy focused (asked for per diem/ subcontract restrictions etc). If teacher training is targeted towards institutions, can a consultancy firm submit bid? (under mqa requirement, consultants cannot approve programs).**

*No. Registered training institute only can compete*

**30. There are many discrepancies in evaluation criteria and there is no clear way of quantifying the parameters.**

*Revised evaluation criteria is attached*

**31. 'Does the project involve training of preschool teachers?**

*No. Only primary and secondary teachers (mainly secondary)*