



## REQUEST FOR PROPOSAL No. RfP26/03232

### **Provision of "Micro Assessments" and "HACT Audits" within the context of Harmonized Approach to Cash Transfer (HACT) in Republic of Moldova (including Transnistrian region)**

United Nations Development Programme, hereinafter referred to as UNDP, hereby invites prospective proposers to submit a proposal for **Provision of "Micro Assessments" and "HACT Audits" within the context of Harmonized Approach to Cash Transfer (HACT) in Republic of Moldova (including Transnistrian region)** in accordance with the General Conditions of Contract and the Terms of Reference as set out in this Request for Proposal (RFP).

To enable you to submit a proposal, please read the following attached documents carefully.

**Section 1:** This Letter of Invitation

**Section 2:** Instruction to Proposers

**Section 3:** Data Sheet

**Section 4:** Evaluation Criteria

**Section 5:** Terms of Reference

**Section 6:** Conditions of Contract and Contract Forms

**Section 7:** Proposal Forms

- **Form A:** Proposal confirmation

- **Form B:** Checklist



- **Form C:** Technical Proposal Submission
  
- **Form D:** Proposer Information
  
- **Form E:** Joint Venture/Consortium/Association Information (Not applicable for current assignment)
  
- **Form F:** Eligibility and Qualification
  
- **Form G:** Format for Technical Proposal
  
- **Form H:** Format for CV of Proposed Key Personnel
  
- **Form I:** Statement of Exclusivity and Availability
  
- **Form J:** Financial Proposal Submission
  
- **Form K:** Format for Financial Proposal

If you are interested in submitting a proposal in response to this RFP, please prepare your proposal in accordance with the requirements and procedure as set out in this RFP and submit it by the deadline for submission of proposals set out in Section 3: Data Sheet.

**A Pre-Proposal Conference will be conducted as indicated below:**

**Date:** 19 March 2026, 10:00hrs (GMT+2)

**Zoom Meeting:** <https://undp.zoom.us/j/87645579448?pwd=jbd08Yk1TzwVpEdopJ99slG0peaP8i.1>

**Meeting ID:** 876 4557 9448

**Passcode:** 928919



Interested bidders should register for the conference. To facilitate the registration, prospective bidders are required to send the names and email addresses of their authorized representatives using the "Messages" section in Quantum no later than **18 March 2026**. In case bidders face any technical difficulties with Quantum platform, they shall send the above-mentioned information to the following email address: [sc.md@undp.org](mailto:sc.md@undp.org).

Please ensure that the subject of the email message is marked as 'PRE-BID CONFERENCE FOR RFP26/03232.

The Pre-bid conference is not mandatory but highly recommended.

The focal point for the arrangement is: Procurement Unit (e-mail: [sc.md@undp.org](mailto:sc.md@undp.org))

Should you be interested to submit a proposal, please log in to the Quantum NextGenERP supplier portal and subscribe to this tender following the instructions in the system user guide. Please search for the tender using search filters, namely **Negotiation ID: UNDP-MDA-00939**. Once subscribed to the tender, you will be able to receive notifications in case of amendments of the tender document and requirements.

Please indicate whether you intend to submit a bid by creating a draft response without submitting directly in the Quantum NextGenERP supplier portal.

Offers must be submitted directly in the Quantum NextGenERP supplier portal following this link: <http://supplier.quantum.partneragencies.org/> using the profile you may have in the portal (please log in using your username and password). In case you have never registered before, follow the [Supplier Portal Registration Link](#).

**Please note that the access link to the Supplier registered profile is sent from Oracle within up to 3 days. In case you have not received the access link after 3 days since registration, you should address for support to UNDP at the email address: [sc.md@undp.org](mailto:sc.md@undp.org).** In case you encounter errors with registration (e.g. system states Supplier already is registered), you should address for support to UNDP at the email address: [sc.md@undp.org](mailto:sc.md@undp.org).

Computer firewall could block *oracle* or *undp.org extension* and Suppliers might not receive the Oracle notifications. Please turn down any firewalls on your computers to ensure receipt of email notification.

Do not create a new profile if you already have one. Use the forgotten password feature in case you do not remember the password or the username from previous registration.

Should you require further clarifications on the application through the Quantum online portal, kindly contact the Procurement Unit at [sc.md@undp.org](mailto:sc.md@undp.org). Please pay attention that the proposal shall be submitted online through the Quantum system and any proposal sent to the above email shall be disqualified.



Should you require further clarifications on the Request for Proposal, Terms of Reference or other requirements, kindly communicate using the messaging functionality in the portal.

Deadline for Submission of Offers (Date and Time), which is visible in the online procurement system will be final. System will not accept submission of any proposal after that date and time. It is the responsibility of the bidder to make sure that the proposal is submitted prior to this deadline for submission.

Bidders are advised to upload proposal documents and to submit their offer a day prior or well before the date and time indicated under the deadline for submission of Offers. Do not wait until last minute. If Bidder faces any issue during submitting offers at the last minutes prior to the deadline for submission, UNDP may not be able to assist on such a short notice and will not be held liable in such instance. UNDP will not accept any offer that is not submitted directly through the System.

We look forward to receiving your proposal.

UNDP Moldova



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## 1 Overview

### 1.1 General Information

<b>Title</b>	RfP26/03232: Provision of Micro Assessments and HACT Audits
<b>E-Mail</b>	sc.md@undp.org
<b>Amendment Description</b>	UPDATE as of 25 March 2025: UNDP is hereby publishing the Minutes of the Pre-Proposal Conference held on 19 March 2026 together with the Terms of References for Micro-assessments and HACT Audits.
<b>Financial Offer Sealed</b>	Yes
<b>Reference Number</b>	PRC0167696/RfP26/03232
<b>Beneficiary Country</b>	MDA
<b>Introduction</b>	

#### **REQUEST FOR PROPOSAL No. RfP26/03232**

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We look forward to receiving your proposal.

UNDP Moldova

**This is a two-envelope process. Financial proposals will be opened and evaluated only for offers that qualify from the technical evaluation.**

## 1.2 Tender Timeline

**Open Date** 25/03/26 18:19 PM  
**Close Date** 31/03/26 13:30 PM  
**Time Zone** Coordinated Universal Time

## 1.3 Terms

**Negotiation Currency** USD (US Dollar)

## 1.4 Attachments

File Name or URL	Type	Description
ToR for HACT Audit	File	
ToR for Partner capacity_Micro assessment	File	
Guides for Suppliers	File	
RFP26_03232_Provision of Micro Assessments and HACT Audits	File	
RFP26_03232_Section 7 - Proposal Forms	File	
RFP26_03232_Minutes of Pre-Proposal Conference_19032026	File	



File Name or URL	Type	Description
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Note: The attachments above are part of general attachments to this Tender. There may be more attachments uploaded with requirement or price schedule. All attachments can be accessed from the portal directly



## 2 PART: TENDER REQUIREMENT AND EVALUATION CRITERIA

*\*Response is required*

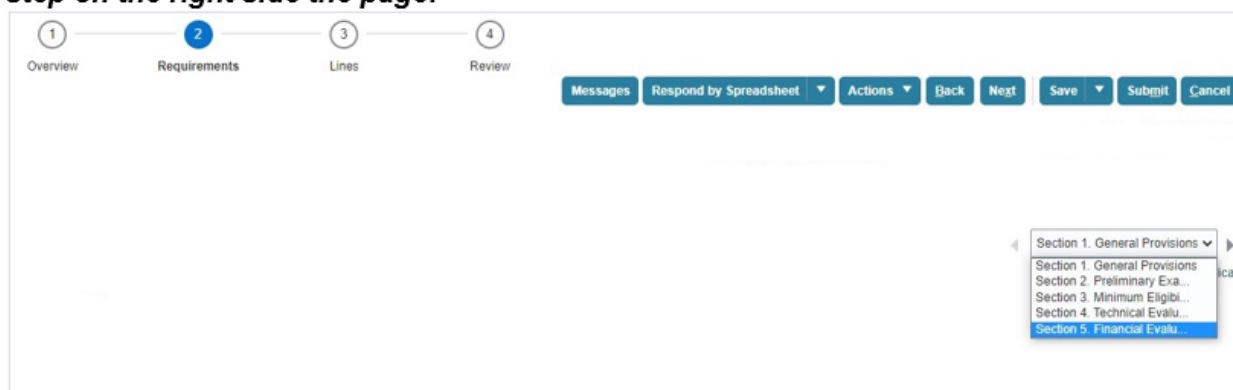
**Dear supplier,**

**Please carefully review the requirements and questions in this section.**

**Provide answers where required (marked with \*asterisk symbol) and upload supporting documents when requested so (marked with \*asterisk symbol).**

**Kindly note that your Financial Proposal (Forms K-J) should ONLY be uploaded under Section 6 (the "Financial Evaluation" section below/ Commercial), and price should also be included in the Price Schedule on the platform under "Lines".**

**Please note that there are several Sections to be filled in, under the "Requirements" (2) step on the right side the page:**



### 2.1 Section 1. General Provisions

#### \*1. General Instructions to Proposers

This tender is governed by the provisions in Section 2. General Instructions to Proposers herewith attached. By participating and submitting an offer you confirm to have understood and accepted such provisions.

Attachments:

File Name or URL	Type	Description
EN Request for Proposal Section 2	File	Section 2 - Instructions to proposers

#### \*2. Data Sheet

Data sheet contains information and instructions specific to this Tender. Please confirm to have read, understood, and accepted such provisions, herewith attached.

#### 3. Criteria for Evaluation and Contract Award

Combined Scoring Method, using the 70%-30% distribution for technical and financial proposals respectively. The minimum technical score required to pass is 70%.



Technical Proposal (70%)

- Bidder's Qualification, Capacity and Experience
- Methodology, Approach and Implementation Plan
- Management Structure and Key Personnel

Financial Proposal (30%)

To be computed as a ratio of the Proposal's offer to the lowest price among the proposals received by UNDP.

Full acceptance of the UNDP Contract General Terms and Conditions (GTC). This is a mandatory criterion and cannot be deleted regardless of the nature of services required. Non-acceptance of the GTC may be grounds for the rejection of the Proposal.

## **2.2 Section 2. Evaluation Criteria - Preliminary Examination**

**\*1. General Conditions of Contract**

Do you accept the General Conditions of Contract as specified in Section 6: Conditions of Contract and Contract Forms?

**\*2. Proposal Validity**

Do you accept that your proposal is valid for 90 days as required in Section 2. General Instructions and Section 3. Bid Data Sheet sections?

**\*3. Proposal Forms**

Please provide Technical Proposal Forms (A-I) as per forms provided, duly signed by a legal representative of your company.

**Do not provide the Financial Proposal Forms (J-K) at this stage. The Financial Proposal Forms (J-K) shall be submitted only in the "Commercial section" below. Non-compliance with this instruction may result in rejection of the proposal received.**

*Hint: Please do not attach Forms J & K : Financial Proposal Submission forms here or anywhere in the Technical Section.*

**\*4. Company profile**

Please provide a Company Profile, which should not exceed fifteen (15) pages, including list of relevant institutions the Company has been cooperating with, including the topic and year must be presented together with the application package

**\*5. Legal documents**

Please provide the below mandatory legal documents:

- Certificate of Business Registration
- Certificate(s) to demonstrate the proposer is a member of a national accounting or auditing body or institution that is recognized by the regulatory body of professional accountants and auditors
- List of Shareholders and Other Entities Financially Interested in the Firm owning 5% or more of the stocks and other interests, or its equivalent if Bidder is not a corporation including the Certificate from State Register
- Official Letter of Appointment as local representative, if Bidder is submitting a Bid on behalf of an entity located outside the country

**\*6. Tax Registration/Payment Certificate**



Please provide the Tax Registration/Payment Certificate issued by the Internal Revenue Authority evidencing that the Bidder is updated with its tax payment obligations, or Certificate of Tax exemption, if any such privilege is enjoyed by the Bidder

**\*7. Financial Statements**

Please provide the latest Financial Statements (Income Statements and Balance Sheets) including Auditor's Reports (for international companies) or registered Financial Report at the Statistical Bureau (for local companies) for the past 3 (three) years for the Bidder (2022-2024)

**\*8. Statement of Satisfactory Performance**

Please provide the Statements of Satisfactory Performance (references) from the Top three 3 Clients confirming satisfactory performance by the Proposer, each partner/Subcontractor (if the case), on the contracts of highest value carried out, during the past 5 (five) years, by each intended participant

**\*9. Methodology, Approach and Implementation Plan**

Please provide a detailed description of the Methodology, Approach and Implementation Plan (sequence of actions) for the services required in Section 5: Terms of Reference, with clear distribution of roles and responsibilities of the proposed key personnel

**\*10. Copies of contracts**

Please provide copies of contracts to prove that Offeror meets the similar experience requirement (stated under Section 4: Evaluation Criteria)

**\*11. CVs and Statements of Exclusivity and Availability**

Please provide CVs (signed by the envisaged personnel), clearly stipulating the relevant experience which meets the listed requirements, of the Key personnel (mentioned in Section 5: Terms of Reference). Please provide Statements of Exclusivity and Availability (signed by the envisaged personnel) for the Key personnel proposed.

**\*12. Quality Certificate (e.g., ISO, etc.)**

Please provide Quality Certificate(s) (e.g., ISO, etc.) valid for at least 6 (six) months from the date of submission of offers and/or other similar certificates, accreditations, awards, and citations received by the Bidder, if any

**\*13. Environmental Compliance Certificates, Accreditations, Markings/Labels etc.**

Please provide Environmental Compliance Certificates, Accreditations, Markings/Labels, and other evidence of the Proposer's practices which contributes to the ecological sustainability of reduction of environment impact (e.g., use of non-toxic substances, recycled raw materials, energy-efficient equipment, reduced carbon emission, etc.)

## **2.3 Section 3. Evaluation Criteria - Minimum Eligibility**

### **1. Evaluation Criteria - Minimum Eligibility**

Eligibility will be evaluated on "Pass"/"Fail" basis.



Eligibility Criteria	Documents to establish compliance
<p><b>Legal Status:</b> Proposer is a legally registered entity certified as a member of a national audited body or institution.</p>	<p>Form D: Proposer Information</p> <p>Certificate(s) that demonstrate the proposer is a member of a national accounting or auditing body or institution that is recognized by the regulatory body of professional accountants and auditors.</p>
<p><b>Eligibility:</b> Vendor/Bidder is not suspended, nor otherwise identified as ineligible by any UN Organization, the World Bank Group or any other International Organisation in accordance with Section 2 Article 4.</p>	<p>Form C: Technical Proposal Submission</p>
<p><b>Conflict of Interest:</b> No conflicts of interest in accordance with Section 2 Article 4.</p>	<p>Form C: Technical Proposal Submission</p>
<p><b>Bankruptcy:</b> The Proposer/Bidder has not declared bankruptcy, is not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against the vendor that could impair its operations in the foreseeable future</p>	<p>Form C: Technical Proposal Submission</p>

\*2. Compliance with Minimum Eligibility Criteria Do you confirm that you comply with the Minimum Eligibility Criteria?

**2.4 Section 4. Evaluation Criteria - Minimum Qualification**

**1. Evaluation Criteria - Qualification**



Qualification will be evaluated on "Pass"/"Fail" basis.

Qualification Criteria	Documents to establish compliance
<p><b>History of non-performing contracts<sup>[1]</sup>:</b> Non-performance of a contract did not occur as a result of contractor default within the last 3 years.</p>	Form F: Eligibility and Qualification
<p><b>Litigation History:</b> No consistent history of court/arbitral award decisions against the Proposer for the last 3 years.</p>	Form F: Eligibility and Qualification
<p>Previous Experience:</p>	
<p>Minimum five (5) years of relevant professional experience in audit, accounting, financial management, financial assurance, or related financial review and assessment services.</p>	Form F: Eligibility and Qualification
<p>Minimum three (3) contracts related to:</p> <ul style="list-style-type: none"> <li>• assessments of implementing partners/responsible party' financial management capacity (including accounting, procurement, reporting, and internal controls) to determine financial risk and assurance activities; and/or</li> <li>• independent examinations of an implementing partner/responsible party's financial data, records, operations, and performance to provide reasonable assurance</li> </ul>	<p>Form F: Eligibility and Qualification</p> <p>Statement(s) of Satisfactory Performance (Reference Letter / Work Completion Certificate) for the claimed Contract(s) in Form F.</p>



<p>on the appropriate use of funds in accordance with reporting requirements.</p> <p>For the purposes of this Request for Proposal, an Implementing Partner (usually a state-owned institution) and a Responsible Party (usually a Non-Governmental Organization) are defined as entities receiving funds or carrying out activities under a funded programme.</p> <p>The contracts must have been implemented within the last five (5) years, either directly or within a Joint Venture/Consortium/Association/Partnership.</p> <p>Proposers shall attach Statement(s) of Satisfactory Performance (Reference Letter / Work Completion Certificate) for the claimed Contract(s).</p>	
<p>Minimum Key Personnel:</p>	
<p>The Key personnel mandatory for the implementation of the contract:</p> <ul style="list-style-type: none"> <li>• Audit Partner</li> <li>• Audit Manager</li> <li>• Two (s) Senior Auditors</li> <li>• Junior Auditor</li> </ul> <p>The Audit Partner must be certified as a Chartered Accountant (CA), Chartered Certified Accountant (CCA), Certified Public Accountant (CPA), or Certified Auditor (CA)). The certificate shall be attached to the CV.</p>	<p>Duly signed CVs and Statements of Exclusivity and Availability, including any other supporting documents, attached to Form H: Format for CV of proposed Key Personnel</p>



Financial Standing:	
<p><b>Liquidity:</b> The Ratio Average current assets / Current liabilities over the last 3 (three) years must be equal or greater than 1. Proposers must include in their Proposal audited balance sheets cover the last 3 (three) years.</p> <p><i>If QR is less than 1:</i> UNDP shall verify financial capacity of the bidder and has the authority to seek references from concerned parties &amp; banks on the bidder' financial standing. UNDP has the right to reject any bid if submitted by a contractor whom investigation leads to a result that he is not financially capable and/or had serious financial problems.</p>	<p>Form F: Eligibility and Qualification</p> <p>Copies of audited financial statements for the last three years that demonstrate compliance with the information recorded in Form F.</p>
<p><b>Turnover:</b> Proposers should have average sales turnover of minimum US\$300,000 for the last three years.</p> <p>Proposers shall attach copies of the audited financial statements (balance sheets, including all related notes, and income statements) for the years required above.</p>	<p>Form F: Eligibility and Qualification</p> <p>Copies of audited financial statements for the last three years that demonstrates compliance with the information recorded in Form F.</p>

[1] Non-performance, as decided by UNDP, shall include all contracts where (a) non-performance was not challenged by the contractor, including through referral to the dispute resolution mechanism under the respective contract, and (b) contracts that were so challenged but fully settled against the contractor. Non-performance shall not include contracts where Employer's decision was overruled by the dispute resolution mechanism. Non-performance must be based on all information on fully settled disputes or litigation, i.e. dispute or litigation that has been resolved in accordance with the dispute resolution mechanism under the respective contract and where all appeal instances available to the Bidder have been exhausted.

**\*2. Compliance with Minimum Qualification Criteria**

Do you confirm that you comply with the Minimum Qualification Criteria?



## 2.5 Section 5. Technical Evaluation Criteria

### 1. Technical Evaluation Criteria

The technical proposal will be evaluated based on the criteria set here below following the maximum obtainable points set.

Evaluation team will score each criteria based on the information provided in the proposal.

To pass the technical evaluation, the proposal must score at least 70% of the maximum total obtainable points.

### Technical Evaluation Criteria

Summary of Technical Proposal Evaluation Forms		Points Obtainable
1.	Proposer's qualification, capacity and experience	300
2.	Proposed Methodology, Approach and Implementation Plan	400
3.	Management Structure and Key Personnel	300
	<b>Total</b>	<b>1000</b>

Section 1. Proposer's qualification, capacity and experience		Points obtainable
1.1	<b>General Organizational Capability which is likely to affect implementation: management structure, financial stability and project financing capacity, project management controls, extent to which any work would be subcontracted</b>	(100)
1.1.1	<b>Management Structure and Organigram (Is it sound and relevant with the requirements?)</b>	30
<i>Outstanding</i>	<i>Provided evidence for a functional corporate</i>	



(30 pts.)	<i>structure with an effective organigram including departments relevant to audit and HACT Services (implementing partner/responsible party financial management assessment and assurance services (micro-assessments and audits etc.)).</i>	
<i>Good (27 pts.)</i>	<i>Provided evidence for a functional corporate structure with an effective organigram including departments relevant to audit services.</i>	
<i>Satisfactory (21 pts.)</i>	<i>Provided evidence for a functional corporate structure with an organigram not sufficiently relevant with the requirements.</i>	
<i>Poor (12 pts.)</i>	<i>Provided an organigram, without any evidence for a functional corporate structure nor relevancy with the requirements.</i>	
<i>Very poor (3 pts.)</i>	<i>Submitted information, but it is not supported by sufficient evidence to demonstrate a functional corporate structure or relevance to the requirements.</i>	
<i>No Submission (0 pts.)</i>	<i>Information has not been submitted or is unacceptable.</i>	
<b>1.1.2</b>	<b>General experience in the Field as a legally registered entity</b>	15
<i>Outstanding (15 pts.)</i>	<i>More than 11 years</i>	
<i>Good (13 pts.)</i>	<i>6 - 10 years</i>	
<i>Satisfactory (10 pts.)</i>	<i>5 years</i>	
<b>1.1.3</b>	<b>Average annual turnover for the last 3 years</b>	15
<i>Outstanding (15 pts.)</i>	<i>More than USD 500,000</i>	
<i>Good (13 pts.)</i>	<i>USD 400,001 – 499,999</i>	
<i>Satisfactory</i>	<i>USD 300,000 – 399,999</i>	

(10 pts.)		
<b>1.1.4</b>	<b>Project management control mechanisms, strength of project management support</b>	30
<i>Outstanding (30 pts.)</i>	<i>Proposer demonstrates strong project management support with well and related department -defined control mechanisms, clear procedures, adequate resources to ensure effective implementation and oversight.</i>	
<i>Good (27 pts.)</i>	<i>Proposer has good project management support and appropriate control mechanisms to manage and monitor the assignment.</i>	
<i>Satisfactory (21 pts.)</i>	<i>Proposer demonstrates basic project management support. Control mechanisms are described but with limited detail or clarity.</i>	
<i>Poor (12 pts.)</i>	<i>Project management support and control mechanisms are insufficiently described or not demonstrated.</i>	
<i>Very poor (3 pts.)</i>	<i>The proposer submitted information, but it is not supported by sufficient evidence to demonstrate the ability to manage and oversee the assignment effectively.</i>	
<i>No Submission (0 pts.)</i>	<i>Information has not been submitted or is unacceptable.</i>	
<b>1.1.5</b>	<b>Extent to which any work would be subcontracted, to whom, how much percentage of the work, the rationale for such, and the roles of the proposed sub-contractors and how everyone will function as a team</b>	10
<i>Outstanding (10 pts.)</i>	<i>No work would be subcontracted</i>	
<i>Good (9 pts.)</i>	<i>Less than 10% of the work would be subcontracted</i>	
<i>Satisfactory (7 pts.)</i>	<i>Less than 30% of the work would be subcontracted</i>	



<b>1.2</b>	<b>Relevance of specialized knowledge and experience on similar engagements done in the region/country</b>	<b>(140)</b>
<b>1.2.1</b>	<b>Documented experiences in provision of Audit/HACT/Implementing Partner/Responsible Party Quality Assurance Services</b>	<b>110</b>
<i>Outstanding (110 pts.)</i>	<i>Implemented more than five (5) contracts for provision of Audit/HACT/Implementing Partner/Responsible Party Quality Assurance Services (Directly/Joint Venture/Consortium/Association/Partnership)</i>	
<i>Good (99 pts.)</i>	<i>Implemented four-five (4-5) contracts for provision of Audit/HACT/Implementing Partner/Responsible Party Quality Assurance Services (Directly/Joint Venture/Consortium/Association/Partnership)</i>	
<i>Satisfactory (77 pts.)</i>	<i>Implemented three (3) contracts for provision of Audit/HACT/Implementing Partner/Responsible Party Quality Assurance Services (Directly/Joint Venture/Consortium/Association/Partnership)</i>	
<b>1.2.2</b>	<b>Experience in working in support of UN Agencies</b>	<b>30</b>
<i>Outstanding (30 pts.)</i>	<i>Implemented more than three (3) contracts in support of UN Agencies (Directly/Joint Venture/Consortium/Association/Partnership)</i>	
<i>Good (27 pts.)</i>	<i>Implemented two-three (2-3) contracts in support of UN Agencies (Directly/Joint Venture/Consortium/Association/Partnership)</i>	
<i>Satisfactory (21 pts.)</i>	<i>Implemented one (1) contract in support of UN Agencies (Directly/Joint Venture/Consortium/Association/Partnership)</i>	
<b>1.3</b>	<b>Quality assurance procedures and risk mitigation measures</b>	<b>(40)</b>
<i>Outstanding (40 pts.)</i>	<i>Proposer proposed a comprehensive and well-structured approach to quality assurance, with clearly defined procedures and thorough identification of potential risks and robust mitigation measures comparable to the market.</i>	
<i>Good (36 pts.)</i>	<i>Proposer proposed sound approach to quality assurance and addressed most of the details regarding possible risks and mitigation measures.</i>	



<i>Satisfactory</i> (28 pts.)	<i>Proposer proposed an adequate approach to quality assurance and provides general information on possible risks and mitigation measures, with limited detail.</i>	
<i>Poor</i> (16 pts.)	<i>The proposer proposed a limited or partially relevant approach to quality assurance, with insufficient identification of risks and mitigation measures.</i>	
<i>Very poor</i> (4 pts.)	<i>The proposer submitted information, but it is not supported by sufficient evidence to demonstrate an effective approach to quality assurance or risk mitigation.</i>	
<i>No Submission</i> (0 pts.)	<i>Information has not been submitted or is unacceptable.</i>	
<b>1.4</b>	<b>Organizational Commitment to Sustainability</b>	<b>(10)</b>
<i>5 Points</i>	<i>Organization is compliant with ISO 14001 or ISO 14064 or equivalent</i>	
<i>2 Points</i>	<i>Organization is a member of the UN Global Compact</i>	
<i>3 Points</i>	<i>Organization demonstrates significant commitment to sustainability through some other means, for example internal company policy documents on women empowerment, renewable energies or membership of trade institutions promoting such issues</i>	
<b>1.5</b> <i>10 Points</i>	<b>"Gender and Women's Empowerment Policy of the Proposer"</b>  <i>The Proposers shall explain their current gender and women's empowerment policies in place and the facilities especially provided to women employees.</i>	<b>(10)</b>
<b>Total Section 1</b>		<b>300</b>

<b>Section 2. Proposed Methodology, Approach and Implementation Plan</b>	<b>Points obtainabl</b>
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<b>2.1</b>	<b>Understanding of the requirement: Have the important aspects of the task been addressed in sufficient detail? Are the different components of the project adequately weighted relative to one another?</b>	<b>(150)</b>
<i>Outstanding (150 pts.)</i>	<i>All important aspects of the task have been addressed in comprehensive detail. The proposal demonstrates an excellent understanding of the Terms of Reference (ToR), including relevant comments for the successful execution of activities regarding the objectives and expected results.</i>	
<i>Good (135 pts.)</i>	<i>All important aspects of the task have been addressed in sufficient detail and demonstrate a good understanding of the ToR.</i>	
<i>Satisfactory (105 pts.)</i>	<i>Most of the important aspects of the task have been addressed in adequate detail, demonstrating a basic understanding of the ToR.</i>	
<i>Poor (60 pts.)</i>	<i>Only a few important aspects of the task have been addressed by the proposer, indicating a limited understanding of the ToR.</i>	
<i>Very poor (15 pts.)</i>	<i>The proposer submitted information, but it is not supported by sufficient evidence to demonstrate understanding of the ToR or the ability to address the task requirements effectively.</i>	
<i>No Submission (0 pts.)</i>	<i>Information has not been submitted or is unacceptable.</i>	
<b>2.2</b>	<b>Description of the Offeror's approach and methodology for meeting or exceeding the requirements of the Terms of Reference</b>	<b>(180)</b>
<i>Outstanding (180 pts.)</i>	<i>The approach and methodology exceed the requirements of the ToR, presenting a clear, well-structured strategy to achieve all objectives, including additional complementary measures that enhance the contract's outcomes.</i>	
<i>Good (162 pts.)</i>	<i>The approach and methodology fully meet the ToR requirements, with a coherent strategy to achieve the contract's objectives and purposes.</i>	



<i>Satisfactory</i> (126 pts.)	<i>The approach and methodology meet the essential ToR requirements, but the strategy is basic or lacks detail in certain areas.</i>	
<i>Poor</i> (72 pts.)	<i>Several key ToR requirements have not been addressed, and the proposed approach lacks clarity or coherence.</i>	
<i>Very poor</i> (18 pts.)	<i>The proposer submitted information, but it is not supported by sufficient evidence to demonstrate the ability to meet or implement the ToR requirements effectively.</i>	
<i>No Submission</i> (0 pts.)	<i>Information has not been submitted or is unacceptable.</i>	
<b>2.3</b>	<b>Description of available performance monitoring and evaluation mechanisms and tools; how they shall be adopted and used for a specific requirement</b>	<b>(50)</b>
<i>Outstanding</i> (50 pts.)	<i>Performance monitoring and evaluation mechanisms and tools are fully aligned with the nature and complexity of the requirements. Each specific requirement is addressed in detail, with clearly defined responsibilities, schedules, and application procedures.</i>	
<i>Good</i> (45 pts.)	<i>Performance monitoring and evaluation mechanisms and tools are appropriate for the nature of the requirements. Each specific requirement is addressed with clear responsibilities and schedules.</i>	
<i>Satisfactory</i> (35 pts.)	<i>Performance monitoring and evaluation mechanisms and tools are adequate for the requirements, but some details or responsibilities are not fully specified.</i>	
<i>Poor</i> (20 pts.)	<i>Performance monitoring and evaluation mechanisms and tools are limited or only partially relevant to the requirements, with insufficient detail on responsibilities or application.</i>	
<i>Very poor</i> (5 pts.)	<i>The proposer submitted information, but it is not supported by sufficient evidence to demonstrate how the mechanisms and tools would be applied effectively for each requirement.</i>	
<i>No Submission</i>	<i>Information has not been submitted or is</i>	



(0 pts.)	<i>unacceptable.</i>	
<b>2.4</b>	<b>Demonstration of ability to plan, integrate and effectively implement sustainability measures in the execution of the contract</b>	<b>(20)</b>
<i>Outstanding (20 pts.)</i>	<i>The proposer demonstrates a strong ability to plan, integrate, and effectively implement sustainability measures, with well-structured, practical approaches that fully enhance contract outcomes.</i>	
<i>Good (18 pts.)</i>	<i>The proposer demonstrates a good ability to plan, integrate, and implement sustainability measures, with mostly practical approaches that address the key requirements.</i>	
<i>Satisfactory (14 pts.)</i>	<i>The proposer demonstrates adequate ability to plan, integrate, and implement sustainability measures, providing sufficient detail to meet the basic requirements.</i>	
<i>Poor (8 pts.)</i>	<i>The proposer demonstrates limited ability to plan, integrate, or implement sustainability measures, with several key aspects inadequately addressed or missing.</i>	
<i>Very poor (2 pts.)</i>	<i>The proposer submitted information, but it is not supported by sufficient evidence to demonstrate the ability to plan, integrate, and implement sustainability measures.</i>	
<i>No Submission (0 pts.)</i>	<i>Information has not been submitted or is unacceptable.</i>	
<b>Total Section2</b>		<b>400</b>

<b>Section 3. Management Structure and Key Personnel</b>		<b>Points obtainable</b>
<b>3.1</b>	<b>Composition and structure of the team proposed. Are the proposed roles of the management and the team of key personnel suitable for the provision of the necessary services? Describe the overall management approach toward planning</b>	<b>(10)</b>



	and implementing the project. Include an organization chart for the management of the project describing the relationship of key positions and designations.	
	<i>The proposed team is well-structured, with clear, relevant roles for management and key personnel. The management approach to planning and implementing the project is comprehensive, and the organization chart clearly shows relationships and designations for all key positions.</i>	Outstanding (10 pts.)
	<i>The proposed team has mostly relevant roles for management and key personnel. The management approach is coherent, and the organization chart shows most relationships and key positions.</i>	Good (9 pts.)
	<i>The proposed team is generally adequate, but some roles are unclear or only partially relevant. The management approach and organization chart provide basic guidance but lack detail.</i>	Satisfactory (7 pts.)
	<i>The proposed team has limited relevance for management and key personnel. The management approach is weak, and the organization chart is incomplete or unclear.</i>	Poor (4 pts.)
	<i>The proposed team and management approach are insufficiently defined, with little or no evidence of organization or roles.</i>	Very poor (1 pts.)
	<i>No information has been submitted, or the submission is unacceptable.</i>	No Submission (0 pts.)
<b>3.2</b>	<b>Qualifications of key personnel proposed</b>	
<b>3.2.1</b>	<b>Audit Partner</b>	<b>(80)</b>
	University Education in relevant fields - PhD: 10 pts. - Master's Degree: 8 pts. - Bachelor's Degree: 7 pts.	10 pts.
	Years of General Professional Experience - More than 20 years: 15 pts. - More than 15 years: 10 pts. - More than 12 years: 7 pts.	15 pts.



	<p><i>Years of specific experience relevant to the assignment (i.e. experience in audit services)</i></p> <ul style="list-style-type: none"> <li>- More than 20 years: 35 pts.</li> <li>- More than 15 years: 30 pts.</li> <li>- More than 10 years: 25 pts.</li> </ul>	35 pts.		
	<p><i>Years of experience working in support of UN Agencies or similar international organizations</i></p> <ul style="list-style-type: none"> <li>- More than 5 years: 20 pts.</li> <li>- More than 2 years: 17 pts.</li> <li>- 1-2 years: 14 pts.</li> </ul>	20 pts.		
<b>3.2.2</b>	<b>Audit Manager</b>			<b>(70)</b>
	<p><i>University Education in relevant fields</i></p> <ul style="list-style-type: none"> <li>- PhD: 10 pts.</li> <li>- Master's Degree: 8 pts.</li> <li>- Bachelor's Degree: 7 pts.</li> </ul>	10 pts.		
	<p><i>Years of General Professional Experience</i></p> <ul style="list-style-type: none"> <li>- More than 15 years: 15 pts.</li> <li>- More than 12 years: 10 pts.</li> <li>- More than 10 years: 7 pts.</li> </ul>	15 pts.		
	<p><i>Years of specific experience relevant to the assignment (i.e. experience in audit services)</i></p> <ul style="list-style-type: none"> <li>- More than 13 years: 30 pts.</li> <li>- More than 10 years: 26 pts.</li> <li>- More than 7 years: 21 pts.</li> </ul>	30 pts.		
	<p><i>Years of experience working in support of UN Agencies or similar international organizations</i></p> <ul style="list-style-type: none"> <li>- More than 5 years: 15 pts.</li> <li>- More than 2 years: 12 pts.</li> <li>- 1-2 years: 10 pts.</li> </ul>	15 pts.		
<b>3.2.3</b>	<b>Two (2) Senior Auditors</b>			<b>50 x 2 = (100)</b>



	<p><i>University Education in relevant fields</i></p> <ul style="list-style-type: none"> <li>- PhD: 6 pts.</li> <li>- Master's Degree: 4 pts.</li> <li>- Bachelor's Degree: 3 pts.</li> </ul>	6 pts. per auditor	
	<p><i>Years of General Professional Experience</i></p> <ul style="list-style-type: none"> <li>- More than 12 years: 10 pts.</li> <li>- More than 10 years: 8 pts.</li> <li>- More than 8 years: 6 pts.</li> </ul>	10 pts. per auditor	
	<p><i>Years of specific experience relevant to the assignment (i.e. experience in audit services)</i></p> <ul style="list-style-type: none"> <li>- More than 11 years: 22 pts.</li> <li>- More than 8 years: 18 pts.</li> <li>- More than 5 years: 15 pts.</li> </ul>	22 pts. per auditor	
	<p><i>Years of experience working in support of UN Agencies or similar international organizations</i></p> <ul style="list-style-type: none"> <li>- More than 5 years: 12 pts.</li> <li>- More than 2 years: 10 pts.</li> <li>- 1-2 years: 7 pts.</li> </ul>	12 pts. per auditor	
<b>3.2.4</b>	<b>Junior Auditor</b>		<b>(40)</b>
	<p><i>University Education in relevant fields</i></p> <ul style="list-style-type: none"> <li>- PhD: 5 pts.</li> <li>- Master's Degree: 4 pts.</li> <li>- Bachelor's Degree: 3 pts.</li> </ul>	5 pts.	
	<p><i>Years of General Professional Experience</i></p> <ul style="list-style-type: none"> <li>- More than 8 years: 8 pts.</li> <li>- More than 6 years: 7 pts.</li> <li>- More than 4 years: 5 pts.</li> </ul>	8 pts.	
	<p><i>Years of specific experience relevant to the assignment (i.e. experience in audit services)</i></p> <ul style="list-style-type: none"> <li>- More than 6 years: 17 pts.</li> <li>- More than 4 years: 15 pts.</li> <li>- More than 2 years: 12 pts.</li> </ul>	17 pts.	



	<p><i>Years of experience working in support of UN Agencies or similar international organizations</i></p> <ul style="list-style-type: none"> <li>- <i>More than 5 years: 10 pts.</i></li> <li>- <i>More than 2 years: 8 pts.</i></li> <li>- <i>1-2 years: 7 pts.</i></li> </ul>	<p>10 pts.</p>		
<b>Total Section 3 2</b>				<b>300</b>

**2.6 Section 6. Financial Evaluation**

\*1. Financial Proposal Please provide the cost breakdown of your financial proposal as per Form K (Format for Financial Proposal) and instructions provided. Indicate the total amount here and make sure it matches with the total amount indicated line items.

**2.7 Section I-1.**

**2.8 Section I-2.**

**2.9 Section I-3.**



### 3 PART: Schedule of Requirement and Price Schedule

Instructions **The proposer is required to prepare the Financial Proposal following the format from Forms J and K and submit them in an envelope separate from the Technical Proposal (Forms A-I) as indicated in the Instruction to Proposers.**

**The inclusion of any financial information in the Technical Proposal (Forms A-I) shall lead to disqualification of the Proposer.**

*The Financial Proposal should align with the requirements of the Terms of Reference and the proposer's Technical Proposal.*

**Kindly note that bidders are expected to complete both Form J and K and upload these forms under the Commercial Section 6 in "Requirements" as well as complete the item line pricing below including the total proposal amount.**

#### 3.1 Line Information

Line Description	Category	Item	UOM	Requested Quantity	Unit Price	Total Price	Additional Attributes
1-Micro Assessment	Human resource development		Each	45			
2-HACT Audit > US\$ 200,000 up to US\$ 500,000	Human resource development		Each	25			
3-HACT Audit > US\$ 500,000 up to US\$ 1,000,000	Human resource development		Each	10			
4-HACT Audit > US\$ 1,000,000	Human resource development		Each	1			

\*For Additional Attributes of lines, please review the negotiation lines from supplier portal.

