

TECHNICAL EVALUATION MATRIX (TEM)

Stage I: Mandatory Requirements (Pre-qualification Criteria)

At least 5 years of substantial experience in conducting qualitative studies/research in social field
Substantial experience conducting studies involving children and other vulnerable groups;
Ability to perform field work in constraint situations caused by the COVID-19 pandemic
Experience in the field of child welfare, deinstitutionalization, family support services or/and disability;
Ability to attract additional expertise to inform the context of the study (in the field of child protection/ child welfare or/and deinstitutionalization)
Ability to perform all operations in Georgian language and produce reports and documents in Georgian and English
Project proposal including the workplan
A financial proposal in GEL with details indicated in the ToR
CVs/short Bios of the project manager and proposed experts

Stage II: Evaluation Criteria

1	Previous experience
1.1	Years of experience in conducting qualitative studies/research in social field
1.2	Number of project that include qualitative studies/research directly involving children or/and other vulnerable groups
1.3	Experience conducting studies related to child protection, child welfare, deinstitutionalization or other related issues (number of projects)
1.4.	Working experience with other international organizations/UN in the similar fields
2	Organizational Skills and Capacity
2.1	Ability to perform field work in constraint situations caused by the COVID-19 pandemic
2.2	Ability to attract additional expertise to inform the context of the study (in the field of child protection/ child welfare or/and deinstitutionalization)
2.3	Ability to perform all operations in Georgian language and produce reports in Georgian and English

2.4	CVs of Project management and experts
3	Quality of the project proposal
3.1	Proposed actions, the work plan and approach to the implementation of the tasks as per the ToR
3.2	project monitoring and quality control mechanisms in place
4	Financial stability
4.1	Readiness to work without advance payment
4.2	Profit/loss at the end of the previous year
	Total score: