

# REQUEST FOR QUOTATION (RFQ)

## FOR SERVICES

<b>Project Title:</b>	<b>Palau Gender Equality Reporting Specialist</b>
<b>Nature of the services</b>	<p>The PWL programme at SPC Human Rights and Social Development Division (HRSD) is seeking a Gender Equality Reporting Specialist to support the Government of the Republic of Palau’s Division of Gender at the Bureau of Domestic Affairs in the Ministry of State.</p> <p>The service provider will provide technical advice and lead in the development of two key outputs:</p> <ul style="list-style-type: none"> <li>(i) Palau’s <i>Beijing+30 Comprehensive National Review Report (National Report)</i> on the progress made and challenges encountered in Palau’s implementation of the Beijing Declaration and Platform of Action over the period 2020 – 2025 and</li> <li>(ii) Palau’s <i>Beijing+30 Summary National Review Report</i>.</li> </ul> <p>These outputs are expected to be delivered by June 14<sup>th</sup>, 2024.</p>
<b>Location:</b>	Koror, Republic of Palau
<b>Date of issue:</b>	24/04/2024
<b>Closing Date:</b>	2/05/2024
<b>SPC Reference:</b>	RFQ24-6456

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## Part 1: INTRODUCTION

### 1.1 About the Pacific Community (SPC)

The Pacific Community (SPC) is the principal scientific and technical organisation of the Pacific region, established by treaty in 1947 with the signing of the *Agreement Establishing the South Pacific Commission* (the Canberra Agreement).

Our unique organisation covers more than 20 sectors and is renowned for knowledge and innovation in such areas as fisheries science, public health surveillance, geoscience and conservation of plant genetic resources for food security.

For more information about SPC and the work that we do, please visit our website: <https://www.spc.int/>.

### 1.2 SPC's procurement activities

SPC's procurement activities are guided by the principles of high ethical standards, value for money, open competition and social and environmental responsibility and are carried out under our Procurement Policy.

For further information or enquiries about SPC's procurement activities, please visit the procurement pages on our website: <https://www.spc.int/procurement> or email: [procurement@spc.int](mailto:procurement@spc.int)

### 1.3 SPC's Request for Quotation (RFQ) Process

At SPC, procurement valued at more than EUR 2,000 and less than or equal to EUR 45,000 requires an evaluation of at least three quotations to determine the offer that provides the best value for money through a Request for Quotation (RFQ) process.

This RFQ sets out SPC's requirements for a project and it asks you, as a bidder, to respond in writing in a prescribed format with pricing and other required information.

Your participation confirms your acceptance of SPC's conditions of participation in the RFQ process.

## Part 2: INSTRUCTIONS TO BIDDERS

### 2.1 Background

SPC invites you to submit a quotation to deliver the services as specified in [Part 3](#).

SPC has compiled these instructions to guide prospective bidders and to ensure that all bidders are given equal and fair consideration. Please read the instructions carefully before submitting your bid. For your quotation to be considered, it is important that you provide all the prescribed information by the closing date and in the format specified.

### 2.2 Submission Instructions

You must **submit your quotation and all supporting documents** in English and as an attachment to an email sent to [veisikiyakit@spc.int](mailto:veisikiyakit@spc.int) and with the subject line of your email as follows: **Submission RFQ24-6456: Palau Gender Equality Reporting Specialist**. The email should also be copied to [rfq@spc.int](mailto:rfq@spc.int).

The supporting documents expected in this RFQ are:

- [The Conflict-of-Interest Declaration form](#) completed
- A Cover Letter
- Completed Technical Proposal Form

- Completed Financial Proposal Form outlining all costs, in line with the milestones of this RFQ (refer to Section F).
- Current resume with at least the names of two referees with contact details.
- Copies of Business Registration and TIN Registration (if applicable)

Your submission must be clear, concise and complete and should only include a quotation and information that is necessary to respond effectively to this RFQ. Please note that you may be marked down or excluded from the procurement exercise if your submission contains any ambiguities or lacks clarity.

Bids will be evaluated on the basis of information received by **11.45PM FJT on 5/05/2024**.

### 2.3 Evaluation & Contract Award

Each quotation validly received will be assessed against the evaluation criteria matrix set out in [Part 4](#). Any changes in the evaluation criteria will result in the RFQ process being re-issued.

SPC may award the contract once it has determined that a bidder has met the prescribed requirements and the bidder's proposal has been determined to be substantially responsive to the RFQ documents, provide the best value for money (highest cumulative score) and best serve the interests of SPC.

In the event of a bid being accepted, procurement will take place under SPC's [General Terms and Conditions of Contract](#) and depending on the value or nature of the procurement, the award will be made by issuing a purchase order or a signed and dated contract, or both.

### 2.4 Key Contacts

Please contact SPC should you have any doubt as to what is required or if we can help answer any questions that you may have.

Ms Fane Toma will be your primary point of contact for this RFQ and can be contacted at [veisikiyakit@spc.int](mailto:veisikiyakit@spc.int). You should copy any communications into [rfq@spc.int](mailto:rfq@spc.int).

Details will be kept of any communications between SPC and bidders. This assists SPC to ensure transparency of the procurement process. While SPC prefers written communication in the RFQ process, at any point where there is phone call or other conversation, SPC expects to keep a file note of the exchange, with all forms of communication with prospective bidders to be retained as source documents for the procurement of the services.

### 2.5 Key Dates

Please see the proposed procurement timetable in the table below. This timetable is intended as a guide only and while SPC does not intend to depart from the timetable, it reserves the right to do so at any stage.

STAGE	DATE
<b>RFQ sent to potential vendors</b>	24/04/2024
<b>RFQ Closing Date</b>	2/05/2024
<b>Award of Contract</b>	6/05/2024
<b>Commencement of Contract</b>	7/05/2024
<b>Conclusion of Contract</b>	30/06/2024

## 2.6 Legal and compliance

**Confidentiality:** Unless otherwise agreed by SPC in advance or where the contents of the RFQ are already in the public domain when shared with the bidder, bidders shall at all times treat the contents of the RFQ and any related documents as confidential. SPC will also treat the information it receives from the bidders as confidential.

**Conflict of interest:** Bidders must take all necessary measures to prevent any situation of conflict of interest. You must notify SPC in writing as soon as possible of any situation that could constitute a conflict of interest during the RFQ process. If you have any familial connection with SPC staff, this must be declared, and approval will then be sought for you to engage in the RFQ process. **In support of your response to this RFQ, you must submit to SPC [the Conflict-of-Interest Declaration form](#) available on our procurement page website: <https://spc.int/procurement>.**

Breach of this requirement can result in SPC terminating any contract with a successful bidder.

**Currency, validity, duties, taxes:** Unless specifically otherwise requested, all proposals should be in USD dollars and must be net of any direct or indirect taxes and duties, and shall remain valid for 120 days from the closing date. The successful bidder is bound by their proposal for a further 60 days following notification they are the preferred bidder so that the contract may be awarded. No price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted at any time during this period.

**No offer of contract or invitation to contract:** This RFQ is not an offer to contract or an invitation by SPC to enter into a contract with you.

**Privacy:** The bidder is to comply with the requirements of applicable legislation and regulatory requirements in force for the use of personal data that is disclosed for the purposes of this RFQ. SPC will handle any personal information it receives under the RFQ in line with its [Privacy Policy](#), and the [Guidelines for handling personal information of bidders and grantees](#).

**Warranty, representation, assurance, undertaking:** The bidder acknowledges and agrees that no person has any authority to give any warranty, representation, assurance or undertaking on behalf of SPC in connection with any contract which may (or may not) follow on from this RFQ process.

## 2.7 Complaints process

Bidders that consider they were not treated fairly during any SPC procurement process may lodge a protest. The protest should be addressed to [complaints@spc.int](mailto:complaints@spc.int). The bidder must provide the following information: (1) full contact details; (2) details of the relevant procurement; (3) reasons for the protest, including how the alleged behaviour negatively impacted the bidder; (4) copies of any documents supporting grounds for protest; (5) the relief that is sought.

## Part 3: TERMS OF REFERENCE

### A. Background/context

The Pacific Community (SPC) is the principal scientific and technical organisation in the Pacific region, supporting development since 1947. We are an international development organisation owned and governed by our 27 country and territory members. In pursuit of sustainable development to benefit Pacific people, our organisation works across more than 20 sectors. We are known for our knowledge and innovation in such areas as fisheries science, public health, geoscience, and conservation of plant genetic resources for food and agriculture.

The Pacific Women Lead (PWL), a new Pacific regional development programme, supported by the Australia's Government aid budget of AUD \$170 million for an initial period of 5 years (2021-2026), commenced at SPC Human Rights and Social Development (HRSD) Division in 2021 with funding of more than AUD \$55million.

The PWL goal is that Pacific women and girls, in all their diversity, are safe and equitably share in resources, opportunities and decision-making, with men and boys. There are three outcomes: (1) women's leadership promoted; (2) women's rights realised; and (3) Pacific regional partners increase the effectiveness of regional gender equality efforts.

The PWL programme at SPC HRSD Division is seeking a Gender Equality Reporting Specialist to support the Government of the Republic of Palau's Division of Gender at the Bureau of Domestic Affairs in the Ministry of State, to produce by June 14<sup>th</sup>, 2024 these 2 key outputs: (i) Palau's *Beijing+30 Comprehensive National Review Report (National Report)* on the progress made and challenges encountered in Palau's implementation of the Beijing Declaration and Platform of Action over the period 2020 – 2025 and (ii) Palau's *Beijing+30 Summary National Review Report*.

#### **The Government of Palau, Ministry of State**

The Government of Palau is committed to supporting equal rights, equal opportunities, and access to services for all the people of Palau.

The Government of Palau's commitment to promote the equality of women and men through national, regional and international conventions and instruments, is embedded within the Palau's Constitution, the Revised Pacific Platform for Action on the Advancement of Women and Gender Equality, the 2023 Pacific Leaders' Gender Equality Declaration, the Beijing Platform for Action, the Universal Declaration of Human Rights, The Convention on the Rights of the Child (CRC), The Millennium Development Goals and the 2030 Agenda for Sustainable Development.

Through the **Ministry of State**, it takes lead in Palau national defense, treaty matters, relations between the national and state governments, and relations with other nations, the United Nations, and other international organizations.

The **Bureau of Domestic Affairs** is one of the eight offices under the Ministry of State who is responsible for strengthening national and state relations and is the lead agency and custodian on gender mainstreaming and the Palau Gender Mainstreaming Policy.

The **Division of Gender** within the Bureau of Domestic Affairs is mandated to promote and take lead role in gender mainstreaming within the national government. The Division aims to ensure gender equality policies are shared across all levels of the Government, assess and report gender responsiveness of government agencies and work with other Divisions, Bureau, and Ministries to implement gender mainstreaming efforts, as well as oversee the implementation of the Palau Mainstreaming Policy in Palau.

The Division also takes the lead in coordinating the Committee on Gender Mainstreaming within government ministries.

### **Palau's Beijing +30 Comprehensive National Review Report (National Report)**

On the occasion of the 30<sup>th</sup> anniversary of the Fourth World Conference on Women and the adoption of the Beijing Declaration and Platform for Action (BPfA), in 1995 and 10 years of the 2030 Agenda for Sustainable Development and its Sustainable Development Goals, the Commission on the Status of Women (CSW) of the United Nations (UN) will undertake a review and appraisal of progress made in implementation, in March 2025. Accordingly, all States have been called upon to undertake comprehensive national-level reviews of the progress made, and challenges encountered in the implementation of the Beijing Declaration and Platform for Action and of the outcomes of the 23rd special session of the General Assembly held in 2020.

The UN Women as the UN Entity on Gender Equality and Women's Empowerment has developed the enclosed 'Guidance Note for Comprehensive National-level Reviews'.

The Government of Palau is collaborating with PWL at SPC HRSD Division for the engagement of a Gender Equality Reporting Specialist to provide technical assistance to the Ministry of State's Bureau of Domestic Affairs (Division of Gender), as the national machinery for women in Palau, to produce the country's *Beijing+30 Comprehensive National Review Report* as well as a *Summary National Review Report* on the: (i) progress made, (ii) the trends, (iii) achievements, (iv) remaining gaps and the challenges and (vi) future plans to accelerate implementation at the national level of the Beijing Declaration and Platform of Action over the period 2020 – 2025.

## **B. Purpose, objectives, scope of services**

### **PURPOSE AND OBJECTIVES**

SPC HRSD Division is seeking a suitably qualified and experienced Gender Equality Reporting Specialist to support the Bureau of Domestic Affairs (Division of Gender). The task is to lead in the research, development, desk research, drafting the Palau's Beijing+30 Summary National Review Report, validation and sign-off of the Palau National Report on the Implementation of the Beijing Declaration and Platform of Action. The report has a dual function: it is central to Palau's reporting commitment to the Asia-Pacific and global Beijing 30+ Report by the Commission on the Status of Women (CSW) and will be Palau's report to the 15th Triennial Conference for Pacific Women, the 8<sup>th</sup> Ministers for Women Meeting, July 22-26 2024 and the Pacific Leaders Gender Equality Declaration Meeting in the Republic of Marshall Islands.

The Palau National Report will take stock of achievements, identify gaps and setbacks, and outline strategies for addressing those gaps and challenges. The review will also align and build synergies with work on the 2030 Agenda for Sustainable Development.

The consultant will work closely with Bureau of Domestic Affairs (Division of Gender) and will provide technical lead, in line with the Guidance Note from UN Women (link to document provided in the Appendix section) in the development and finalisation of the Palau's *Beijing+30 Comprehensive National Review Report* (National Report) and a *Summary National Review Report*.

### **SCOPE OF SERVICES**

The assignment will include a desk review, stakeholder meetings and consultations across Palau (national government, state government and municipalities, NGOs and other actors). The consultations will also include the facilitation of a validation workshop to finalize the Palau's *Beijing+30 Comprehensive National Review Report* (National Report) as well as a *Summary National Review Report*.

In undertaking the assignment, the consultant is expected to apply a cultural and people centered principle in its approach to the inclusion of women's and other vulnerable groups voices and participation, as well as duty bearers' accountability and governance structures.

The consultant is expected to embody these principles and approaches in its role to:

- Liaise with the Palau Bureau of Domestic Affairs (Division of Gender) to agree the timeframes and methodology for developing the *National Report* including, key informants and stakeholders to consult; the consultation process, including use of the UN Women-developed global questionnaire; the draft report validation process, endorsement, sign-off and submission process.
- Liaise with the Palau Bureau of Domestic Affairs (Division of Gender) to develop a Terms of Reference and convene a peer review group to input to the report and submit it for sign off by the Ministry of State. The National Peer Review Group could include among others, CEDAW Committee and other national UN treaty reporting mechanisms; the Palau SDG Steering Committee consisting of government agencies and the civil society including the Council of Chief and traditional women leaders based on the Executive Order 683.
- Through desk review, collect, analyse and synthesise existing data on progress towards full implementation of the Beijing Platform for Action into the *National Beijing 30+ Report* draft report in line with the enclosed UN Women Guidance Note for Comprehensive National-level Reviews
- Support the administering of the global UN Women BPfA questionnaire to relevant government and civil society agencies and take lead to collate and synthesise questionnaire responses and input into the National Report.
- Develop draft *National Beijing 30+ Report* with all sections indicated in the enclosed 'Guidance Note for Comprehensive National Reviews'.
- Prepare program, logistics, workshop materials and activities for a two-day national multi-stakeholder consultation. This includes developing stakeholders/participants list, workshop budget, workshop program and all materials to be used in the workshop.
- Liaise with the National Peer Review Group, SPC HRSD Division, including the UN Women Fiji Multi-Country Office and development partners in Palau in developing the National Report (20-25 pages) and the Summary Report (3 pages) and for regional processes such as 15<sup>th</sup> Triennial Conference of Pacific Women and 8<sup>th</sup> Pacific Ministers for Women (July 22-26) aimed at reviewing the Pacific Platform for Action for Gender Equality
- Provide final National Report and Summary Report to national Peer Group to sign-off and present to the office of the President of Palau for sign-off and submission to the SPC HRSD Division by June 14th, 2024, as follows;
  - Section One: 1 – 2 pages Intro/Summary of Highlights, *showing the core elements of the country-level review process, main achievements, challenges and setbacks over the past 5 years, a maximum of two promising practices.*
  - Section Two: 10-15 pages Priorities, Achievements, Challenges and Setbacks, *with a focus on the on the last 5 years (i.e. 2020 – 2024) as well as new and emerging priorities for the future.* Provide information in the online survey.



- Section Three: 50 pages Progress across the 12 critical areas of the Beijing Platform for Action and relevant SDGs, with a focus on the last 5 years or the completion of the previous country report. The 12 critical areas of concern have been clustered into 6 overarching dimensions that highlight the alignment of the BPfA and the 2030 Agenda. Provide information for both the narrative and online survey.
- Section Four: 7 pages on State of national institutions and processes, outlining convening national processes and mechanisms linking those related to the implementation and monitoring of the Beijing Declaration and Platform for Action with those related to the 2030 Agenda for Sustainable Development.
- Section Five: 6 pages on Data and Statistics, highlighting progress on the availability of data disaggregated by sex and gender statistics, linking monitoring of implementation of the BD and PfA with gender responsive implementation of the 2030 Agenda for Sustainable Development
- Section Six: 1- 2 pages on Conclusion and Next steps, outlining forward-looking reflections on future challenges and priority actions needed to accelerate the implementation of the BPfA and the 2030 Agenda
- Total of at least 82 pages

In providing these services, the consultant will comply with all SPC policies and procedures including finance, procurement, and travel serviced through SPC approved vendors. Tasks to be undertaken to deliver these services include:

- Monitor the completion of tasks including the management of an approved workplan run sheet outlining outputs and timeframes, in consultation with Palau Bureau of Domestic Affairs (Division of Gender) and SPC HRSD Division.
- Liaison with the Palau Bureau of Domestic Affairs (Division of Gender) Director, to ensure the successful planning and delivery of the technical support.

With guidance from the Palau Bureau of Domestic Affairs (Division of Gender) and SPC HRSD Division team , provide oversight and advise to the Gender Equality Reporting Specialist to identify potential non state and state actors' participation and contribution to the review of Palau's implementation of the Beijing Declaration and Platform of Action and the 2 reports: *Beijing+30 Comprehensive National Review Report* (National Report) as well as a *Summary National Review Report*.

### C. Timelines

The proposed duration of the assignment is 33 working days from May 6, 2024, to June 30, 2024. Submission of Report to SPC HRSD Division and the Ministry of State by June 14th, 2024.

The consultant will commence work as soon as the contract is signed.

The work is estimated to take an estimated 33 working days, however, the PWL at SPC team will be guided by responses to this RFQ through received bids.

All bidders are expected to submit a quotation and work plan that outlines all deliverables and costings in accordance with the timeframes for the event.

#### **D. Reporting and contracting arrangements**

The consultant will report to the Bureau of Domestic Affairs (Division of Gender) Director for the duration of this assignment. The PWL Programme Officer from SPC HRSD will be SPC's focal contact for this assignment and will provide contract management, co-ordination and administration oversight.

The Bureau of Domestic Affairs will work closely with the consultant and provide logistical, administration and on the ground coordination support on this assignment.

Assigned SPC HRSD personnel in Nabua Campus, Suva, Fiji and the SPC Micronesia Regional Office in Pohnpei will provide additional gender technical support.

#### **E. Skills and qualifications**

- Relevant post graduate tertiary qualifications in social studies, gender analysis, gender mainstreaming, international development, M&E or related discipline.
- Demonstrated understanding of, and at least seven years' experience working in the field of gender equality, including work experience involving both statutory and non-statutory agencies and in Pacific Island countries.
- Strong understanding of Palau's gender commitments, progress in-country including of Pacific regional gender equality frameworks and commitments.
- Familiarity with UN gender equality and disability inclusive commitments and human right treaties, with previous reporting experience on such commitments an asset.
- Experience and/ or good understanding of working in Palau context.
- Strong understanding and experience of theoretical frameworks and approaches for gender analysis and gender mainstreaming in government.
- Strong report writing and inter-agency collaboration skills.
- Workshop design and facilitation skills.
- Ability to multi-task and work on multiple initiatives concurrently.
- Fluency in English; knowledge of Palauan governance and cultural settings, practices and norms an advantage.
- Excellent interpersonal and communication skills and ability to work effectively in a cross-cultural environment.

#### **F. Scope of Bid Price and Schedule of Payments**

The bid price must include the professional fees, taxes, management and operating costs. The contract price will be paid in lump sums based on the satisfactory delivery of milestones as outlined in the table below with supervisor confirmation or acceptance of the associated deliverables required before payment.

As part of solicitations, the consultant is expected to provide a confirmation of time required for the scope of services.

Bidder is requested to specify the preferred schedule of payments and terms acceptable, noting that generally, SPC will not enter into arrangement requiring a 100% advance payment.

**TABLE 1: Palau Gender Equality Reporting Specialist**

Milestone/deliverables	Deadline
<b>Milestone 1: Workplan and Consultation methodology Report</b> <ul style="list-style-type: none"> <li>- Consultation and reports development process, reports content outline, timeframes and action plan agreed inclusive of desk review assessment, key informant guides and data collection process.</li> <li>- Submission of approved workplan and consultations methodology report.</li> </ul>	May 6– 10, 2024
<b>Milestone 2: Questionnaire and Second draft National Report</b> <ul style="list-style-type: none"> <li>- Questionnaire for the content of national reports on Beijing +30 administered to at least 15 relevant state and non-state actors, data analysed and synthesized into second draft <i>National Report</i>.</li> <li>- Second draft National Report developed</li> </ul>	May 6 – 17, 2024
<b>Milestone 3: Consultations/ Validation for the content of national reports on Beijing +30 and First draft National Report</b> <ul style="list-style-type: none"> <li>- Facilitate/ lead and/ or participate in various interviews and consultations with a broad range of stakeholders Consultations to relevant state and non-state actors.</li> <li>- Relevant existing data collected, analysed, synthesized, and populated into a first draft <i>National Report</i>.</li> <li>- Draft report is reviewed by the SDG Steering Committee, EO 683.</li> <li>- Support the National Government of Palau in submission of the Beijing+30 Report</li> </ul>	May 20 – 31, 2024
<b>Milestone 4: Peer Review and Production of the final National Report (at 82- 90 pages) and Summary Report (1-2 pages).</b> <ul style="list-style-type: none"> <li>- Liaise with the National Peer Review Group and UN Women Fiji Office on review and feedback of draft reports</li> <li>- Develop and submit a finalised National Report and Summary Report</li> </ul>	June 3 – 14

## G. Annexes to the Terms of Reference

- Pacific Women Lead  
[Pacific Women Lead | Human Rights & Social Development \(spc.int\)](#)
- CSW/ Beijing +30 Preparations  
<https://www.unwomen.org/en/csw/csw69-2025/preparations>
- Beijing +30 – Guidance note for comprehensive national- level reviews  
[https://www.unwomen.org/sites/default/files/2023-11/beijing30\\_guidance\\_note\\_en.pdf](https://www.unwomen.org/sites/default/files/2023-11/beijing30_guidance_note_en.pdf)
- 2014- 2019 Palau National Review of Implementation of Beijing Declaration- 25<sup>th</sup> Anniversary of the 4<sup>th</sup> World Conference on Women  
<https://www.unwomen.org/sites/default/files/Headquarters/Attachments/Sections/CSW/64/National-reviews/Palau.pdf>

## Part 4: PROPOSAL EVALUATION MATRIX

### 4.1 Competency Requirements & Score Weight

The evaluation matrix below reflects the obtainable score specified for each evaluation criterion (technical requirement) which indicates the relative significance or weight of the items in the overall evaluation process.

Evaluation criteria	Score Weight (100%)	Points obtainable
<b>Mandatory requirements</b>		
<ul style="list-style-type: none"> <li>- A Cover Letter</li> <li>- Completed Technical Proposal</li> <li>- Completed Financial Proposal Form outlining all costs, in line with the milestones of this RFQ (refer to Section F).</li> <li>- Current resume with at least the names of two referees with contact details.</li> <li>- Copies of Business Registration and TIN Registration (if applicable)</li> </ul>	<b>Mandatory requirements.</b> Bidders will be disqualified if any of the requirements are not met	
<b>Technical requirements</b>		
<b>Technical requirement 1:</b> Relevant postgraduate tertiary qualifications in social studies, gender analysis, gender mainstreaming, international development, M&E or related discipline.	5%	50
<b>Technical requirement 2:</b> Demonstrated experience in the field of gender equality and development work in preferably in Palau country context and knowledge of local, national, sub-regional and Pacific wide gender architecture and frameworks.	20%	200
<b>Technical requirement 3:</b> Demonstrated experience in M&E including undertaking reviews and/or designs for development programs and policies in the Pacific and/or in gender equality.	15%	150
<b>Technical requirement 4:</b> Demonstrated experience of conducting consultations in the Pacific region. Extensive experience working in the Pacific, preferably in Pacific Small Island States, including demonstrated experience in conducting social science or social development research using participatory research methodologies.	10%	100
<b>Technical requirement 5:</b> Comprehensive knowledge and understanding of gender equality issues in the Pacific and familiarity with concepts associated with child protection, safeguarding, human rights, gender equality, disability and social inclusion, and culture.	15%	150
<b>Other:</b> Excellent report writing skills and ability to work to tight deadlines.	5%	50
<b>Total technical Requirement</b>	<b>70%</b>	<b>700</b>
<b>Financial Requirements</b>		
Pricing and payment terms	<b>30%</b>	<b>300</b>
<b>Total Score</b>	<b>100</b>	<b>1,000</b>