

Az. 23_SRGR_2023_CO06

Matrices for reviewing the suitability and assessment of service

Sexual and reproductive health and rights (SRHR) in German Development Cooperation

One team of consultants with expertise in evaluation of SRHR-interventions for a country case study in Togo

Reviewing suitability				
In order to assess the professional qualifications, the following requirements have to be met by the consultants and are to be proven by CV, certificates, publications and copy of the passport.				
Criterion	Type	Description	A-Criterion fulfilled	Remarks
K1.	A	Completed scientific university degree. <ul style="list-style-type: none"> The team leader and all other team members must have at least a bachelor's degree. To be demonstrated by submitting CVs and certificates.		
K2.	A	Work experience in the context of sexual and reproductive health (SRHR). <ul style="list-style-type: none"> At least one team member must have worked in at least three assignments in the context of SRHR in the last 10 years. To be demonstrated by submitting CVs.		
K3.	A	Work experience in conducting evaluations. <ul style="list-style-type: none"> The team leader must have conducted at least three evaluations in the last 10 years All other team members must have conducted at least one evaluation as a team member in the last 10 years. To be demonstrated by submitting CVs.		
K4.	A	Profound knowledge in qualitative data collection and analysis, with a focus on participatory methods, data collection with vulnerable groups as well as interviewing of sensitive topics such as sexual behavior. <ul style="list-style-type: none"> The team leader must have conducted data collection in a minimum of four relevant projects in the last 10 years. All other team member must have conducted data collection in a minimum of one relevant project in the last 10 years. 		

		To be demonstrated by submitting CVs and one exemplary publication, which shows the methodological approach used.		
K5.	A	Excellent command of English (written and oral). <ul style="list-style-type: none"> At least the team leader must fulfil this criterion. To be demonstrated by submitting CVs.		
K6.	A	Excellent command of French and of one local language. <ul style="list-style-type: none"> The team leader and all other team members must fulfil this criterion. To be demonstrated by submitting CVs.		
K7.	A	Current place of residence is Togo. <ul style="list-style-type: none"> The team leader and all other team members must fulfil this criterion. To be demonstrated by submitting CV including the postal address.		
K8.	A	Togolese citizenship or permanent residency in Togo. <ul style="list-style-type: none"> The team leader and all other team members have Togolese citizenship or permanent residency in Togo for at least the last 10 years. To be demonstrated by submitting a copy of the passport.		
K9.	A	Parity in gender representation and at least one consultant younger than 35 years <ul style="list-style-type: none"> The team as a whole must have at least parity in gender representation and must incorporate at least one consultant younger than 35 years. To be demonstrated by submitting a copy of the passport.		

Assessment of service									
						Expectations			
Criterion	Type	Description	Weightage (G)	Performance points assigned (Lp)	Lp x G	0 – 3 Points	4 – 7 Points	8 – 10 Points	Remarks
K10.	B	Outline: Please describe an approach to data collection in the context of sexual and reproductive rights in your country. Please describe the data collection techniques and methods you would use and outline interview partners you would consider. Please justify your approach by describing challenges and potential solutions for data collection in this field.	60			Reference of the approach to values and behavior in respect to sexual and reproductive health, adequate data collection techniques and methods and potential interview partners as well as challenges and solutions is hardly given or not given. The justification for the approach is not plausible.	Reference of the approach to values and behavior in respect to sexual and reproductive health, adequate data collection techniques and methods and potential interview partners as well as challenges and solutions is given satisfactorily. The justification for the approach is partly plausible.	Reference of the approach to values and behavior in respect to sexual and reproductive health, adequate data collection techniques and methods and potential interview partners as well as challenges and solutions is given in almost all or all aspects. The justification for the approach is fully plausible.	Max. 3 pages, front size 11
K11.	B	Verbal presentation of K10 in a virtual interview via WebEx by all team members.	40			Quality of content of the presentation as well as the quality of content and methodology of the contributions to the discussion is low or very low.	Quality of content of the presentation as well as the quality of content and methodology of the contributions to the discussion is satisfactory.	Quality of content of the presentation as well as the quality of content and methodology of the contributions to the discussion is good or very good.	Estimated date: between Sept. 4 -Sept. 8, 2023. Invitation dispatch expected between August 28, 2023 – Sept. 1, 2023. Duration: max. 30 minutes Language: English
Total performance points (L):									

For K10 at least 50% (meaning at least 300 of 600 points) must be achieved to be invited to the verbal presentation (K11). Tenders that attain less than 300 performance points will be excluded from the further procedure.

Assessment method:

The assessment is carried out according to the extended guideline method. The extended reference value method according to UfAB V v2.0 is used, by forming a quotient of performance (addition of performance points) and price for each tender. The key figure for the price-performance ratio (economic efficiency) is calculated as follows:

$$Z = L/P$$

Z = Key figure (of economic efficiency)

L = Total number of performance points (key performance indicator)

P = Total price (Euro) of the tender (price key figure)

Subsequently, all tenders within a 10 percent fluctuation range based on the leading tender (highest Z value) are selected. Finally, these pre-selected tenders are compared against the performance points L and the tender with the highest performance points is awarded. If there are tenders with the same number of points within the fluctuation range, the tender with the lower price will be accepted.