

Questions & Answers | Mid-Term Evaluation of Main Phase RECONOMY Program in EaP and WB countries

Question 1: Are the 7 years of experience needed for the assignment, is it applicable to organisations as well as individuals? Our organisation will have 7 years of experience in January 2025, would we still be eligible to apply?

Answer: According to the selection criteria outlined in the Request for Proposal, 7 years of proven experience is required whether you are applying as an organization or an individual consultant(s). Applicants should have a minimum of 7 full years of experience to be eligible.

Question 2: As for the data collection methods required for the assignment, it can be seen that only desk review and interviews are listed. Just to double check, are focus group discussions and quantitative survey also expected?

Answer: The evaluators are free to propose methodology. The TEC will evaluate proposals as per criteria presented.

Question 3: Is data collection (i.e. interviews) required in all project countries? Or will only desk reviews suffice for some?

Answer: According to the proposed methodology that responds to the OECD DAC criteria. The sample and volume of the documents to be reviewed should allow for the objective evaluation of the program.

Question 4: May we ask for a list of stakeholders who were supported during this project, as well as the number of stakeholder per country? This would greatly support in designing the methodology as well as any travel which may be needed.

Answer: At the moment, we can share with you the number of stakeholder's per country (see below tables). Please be aware that the proposed number of interviews, based on the suggested approach, may be adjusted and negotiated as needed with the selected applicant.

WB Countries	No. of stakeholders
<i>Albania</i>	4
<i>Bosnia and Herzegovina</i>	6
<i>Montenegro</i>	3
<i>Kosovo</i>	5
<i>Serbia</i>	2
<i>North Macedonia</i>	3
<i>Stakeholders covering most of WB countries</i>	2

EaP Countries	No. of stakeholders
<i>Armenia</i>	11
<i>Georgia</i>	4
<i>Moldova</i>	3
<i>Ukraine</i>	2
<i>Stakeholders covering most of EaP countries</i>	2

Question 5: What is the maximum budget for this evaluation?

Answer: The Terms of Reference (TORs) specify that the assignment must be completed within a maximum of 30 working days, with 10 days allocated to the team leader and 20 days to the experts. The financial proposal should be structured as stipulated by the TORs.

As the daily fee rate is included in the evaluation criteria, it's important to set a fair and competitive rate for both the team leader and the experts, ensuring the fees are consistent with industry standards and the assignment's scope.

Question 6: Can you confirm that all fees and costs are to be presented in CHF in the financial proposal?

Answer: Fees should be submitted in CHF to allow for a fair comparison of the various proposals.

Please note that if you submit the financial proposal in EUR or USD, the procurement team will convert your rates to CHF based on the Oanda exchange rate on the day your financial proposal is submitted.