

# Request for Proposals

## Mid-Term Evaluation of Main Phase RECONOMY Program in Eastern Partnership & Western Balkans

### 1. About RECONOMY Program

RECONOMY is a program funded by the Swedish International Development Cooperation Agency (Sida) and implemented by Helvetas Swiss Intercooperation in collaboration with partners, in two regions - Eastern Partnership (Armenia, Azerbaijan, Georgia, Ukraine, Moldova), and Western Balkans (Kosovo, North Macedonia, Albania, Montenegro, Serbia, and Bosnia and Herzegovina).

The program was launched in 2020 with the Inception Phase that ended for the Eastern Partnership countries in December 2022 and in March 2023 for the Western Balkans. The Main Phase is foreseen for four years, which started in January 2023 and will last till the end of December 2026.

The main goal of RECONOMY is to enable women and youth, including the most disadvantaged and excluded, to benefit from economic opportunities by increasing their income and taking up decent and green jobs, inclusively and sustainably. To reach the main goal, RECONOMY works along three workstreams: services, competencies, and influences.

- When businesses embrace the new or better **services** facilitated by RECONOMY, it is expected that their investment and growth will increase as a result, making the private sector more competitive. These changes on the demand side, however, are insufficient.
- **Competencies** of the labor force are required, as is the ability to join companies or launch one's own economic endeavors. These come from inclusive, affordable, and demand-driven skills and intermediation services and support systems, leading to the employability and mobility of our target group.
- Further, businesses benefit from an enabling environment that is tailored to their industry or company, as it **influences** their productivity and spurs them to do business in a better way.

### 2. Requirements

#### 2.1 Technical Requirements

Technical Requirements should jointly consider:

- Terms of Reference - Mid-Term Evaluation of RECONOMY Program in EaP and WB

#### 2.2 General Terms and Conditions

By submitting the proposals, the applicants confirm acceptance of **HELVETAS General Terms and Conditions of Business**. Please refer to Annex 3.

#### 2.3 Language: ENGLISH

### 3. Eligibility for participation

#### 3.1 Eligible Applicants

Participation is open to all individual consultant(s) or consultancy companies with **proven experience in mid-term evaluation of development programs/projects.**

#### 3.2 Exclusion Criteria from participation

Applicants shall be excluded from taking part in the procurement procedure if they meet at least one of the Exclusion Criteria described in Annex 1.

Applicants must certify on honour in their Proposals that they are not in any of the situations described in Annex 1 - Exclusion Criteria. Please use the template provided in Annex 2.

### 4. Selection Criteria

The eligible consultant(s) / consultancy companies meeting the following criteria are invited to submit a proposal:

- At least 7 years of proven technical expertise and experience in conducting evaluations of regional development programs/projects, and market systems development programs/projects as per OECD/DAC's Quality Standards for Development Evaluation.
- At least 7 years of proven technical expertise and experience as the team leader in evaluating regional development programs/projects, and market systems development programs/projects as per OECD/DAC's Quality Standards for Development Evaluation.
- A track record of delivering at least three (mid-term) evaluation reports for regional development programs/projects, and market systems development programs/projects as per OECD/DAC's Quality Standards for Development Evaluation, during the last five years.
- Proven excellent analytical, report writing, and presentation skills (provide at least two samples of evaluation reports managed by the team leader during the last 5 years).
- Profound knowledge of transition economies and the context of the region(s).
- Experience in evaluating programs/projects funded by Sida is desirable.

### 5. Application Procedure

#### 5.1 Documents to be submitted:

Request for Proposals should include the following documents:

- Technical Proposal (as described in the ToR)
- Financial Proposal (as described in the ToR)
- Certification on Honour, (Annex 2)

#### 5.2 Submission of Proposals

Proposals should be delivered to [reconomyprocurement@helvetas.org](mailto:reconomyprocurement@helvetas.org), with the subject line "Mid-Term Evaluation Application - RECONOMY Program", by **3 October 2024**.

## 6. Evaluation

Proposals shall be evaluated on the basis of their completeness, compliance, and responsiveness to the Terms of Reference and other provisions of this Request for Proposals.

### 6.1 Awarding Criteria

Proposals shall be evaluated based on the **Best price – Quality ratio** criteria as follows:

- A. Technical Proposal - 70%
- B: Financial offer – 30%

### 6.2 Evaluation Grid

<b>A. Technical Proposal Evaluation Criteria</b>		<b>Max Points (70)</b>
A1	Proposed Methodology, Approach, and Implementation Plan for the completion of the assignment	25
A2	Proven technical expertise and experience of Team Leader and Key Professional Staff assigned to, in evaluating regional development programs, and market systems development (MSD) programs/projects as per OECD/DAC's Quality Standards for Development Evaluation. Proven excellent analytical, report writing, and presentation skills.	35
A3	Profound knowledge of transition economies and the context of the region(s). Experience in evaluating programs funded by Sida.	10
<b>B. Financial Proposal Evaluation Criteria</b>		<b>Max Points (30)</b>
B1	The financial proposal is well-aligned with the international rates	10
B2	To what extent the quality of the technical proposal corresponds to the financial proposal	20

## 7. Confidentiality

RECONOMY acknowledges that the information received from Applicants under this Request of Proposals may be of a confidential nature. RECONOMY shall use the same degree of care with Applicant's confidential information as it uses to protect its own confidential information.

## 8. Further Information

Any clarifications with respect to this Request for Proposals shall be sent to the email address presented herein above no later than 5 working days before the closing date for submissions.

The applicants can expect to receive information about the decision on their proposals no later than 18 October 2024.