



Date: October 31, 2019

Ref.: Final External Evaluation of the Southeast Europe (SEE) Regional Programme on Strengthening the Capacity of Anti-corruption Authorities and Civil Society to Combat Corruption and Contribute to the UNCAC Review Process

Chair of the RAI Secretariat Evaluation Committee for 2019 prepared the Evaluation report for the above stated vacancy (hereinafter the “the Report”)

EVALUATION REPORT

concerning the Tender Announcement for Consultancy on Final External Evaluation for the “Regional Programme on Strengthening the Capacity of Anti-corruption Authorities and Civil Society to Combat Corruption and Contribute to the UNCAC Review Process”. Based on the conducted evaluation, it is proposed that the Contract is offered to consultancy team represented by Ms. Suzanne Mulcahy and Ms. Coralie Pring (hereinafter “Applicant 3”).

EXPLANATION

Tender Announcement was published on RAI website and social media profiles on September 25, 2019 with deadline for applications on October 20, 2019.

Applications to this announcement were to be submitted by potential applicants via email to vacancy@rai-see.org.

1. Timetable

	DATE	TIME	VENUE
Procurement Notice Announcement	25.09.2019	N/A	Website, social media, emails
Deadline for submission of applications	20.10.2019	23:59 (CET)	
Applications evaluation session	28.10.2019	13:30 (CET)	RAI Secretariat premises/ closed session Via email



2. Evaluation

Applications were evaluated using a cumulative analysis method, taking into consideration the combination of the technical proposal outlining methodology, approach and implementation plan in line with the tentative deadlines; CVs of the key team members on the assignment; and expertise of the applicants in regards to the evidence of previous work on similar matters with references. Details on evaluation criteria are laid down in the attached Tender Announcement.

During the technical evaluation of received applications, it has been noted that:

- Number of received applications is five (5);
- Number of applications that comply with the formal requirements of the Call is three (3), as follows:

N o.	Name	Summary details	Expertise with references	CVs	Tech. proposal	Availability	Fin. proposal	Stat. of Exclusion	Remark
1	Applicant 1	✓	✓	✓	✓	✓	✓	✓	
2	Applicant 2	✓	✓	✓	✓	✓	✓	✓	
3	Applicant 3	✓	✓	✓	✓	✓	✓	✓	
4	Applicant 4	X	X	✓	✓	X	✓	X	Application incomplete
5	Applicant 5								Application received after deadline

The technical evaluation is as follows:

Applicant	Technical Evaluation – (70%)					Average Score
	Member 1	Member 2	Member 3	Member 4	Member 5	
	/70%	/70%	/70%	/70%	/70%	/70%
Applicant 1	30	35	30	35	35	33
Applicant 2	25	33	30	20	33	28,2
Applicant 3	63	61	70	66	61	64,2

The financial evaluation was based on the following formula: $S = F_{min} / F * 30$.

S – score received on financial evaluation;

F_{min} – the lowest financial offer out of all the submitted offers qualified over the technical evaluation round;

F – financial offer under the consideration.



The evaluation of the financial proposals is as follows:

Financial Evaluation – 30%			
Applicant	Technical Average Score	Financial Evaluation	Total Score
	/70%	/30%	/100%
Applicant 1	33	30	63
Applicant 2	28,2	29,1	57,3
Applicant 3	64,2	25,6	89,8

3. Conclusion

In accordance with the results of technical and financial evaluation above, the Evaluation Committee recommends that the Contract is offered to Applicant 3 - Consultancy team represented by Ms. Suzanne Mulcahy and Ms. Coralie Pring.

Signatures

	Name	Signature
Chair	Jasna Panjeta, Chief Program and Communications Officer	
Member	Irma Podzic Halilovic, Finance and Admin Officer	
Member	Aneta Arnaudovska, Anti-corruption Expert	
Member	Iva Komsic, Programme Officer	
Member	Viktorija Nesterovaite, UNODC	

Evaluation report is hereby

Approved Not approved

Vladan Joksimovic, Head of Secretariat

Date: