Appendix 2

EVALUATION SHEET FOR EXPRESSIONS OF INTEREST
Loan No.3033-IND: Supporting Human Capital Development in Meghalaya

EVALUATION CRITERIA		Max. Weight	Rating	Score
I. Management Competence		**150**		
a	Quality Control and Assurance	50		
b	Project Management Coordination	50		
c	Approach and Methodology	50		
II. Technical Competence		**300**		
A	Firm's specialisation in same area of training (BFSI domain/ MFI based training etc.)	100		
B	Firm's established linkages / formal association with BFSI associations or groups training/ certification/ assessments/ industry relations	100		
C	Firm's experience in course and curriculum finalisation as per industry standards and placement linked program operationalization	100		
D	CVs of Key Experts			
1	Team Leader	150		
2	Senior Market linkage Expert	75		
3	Senior Trainer	100		
4	M&E and MIS lead	75		
III. Geographic Competence		**150**		
A	Firm's country experience in minimum two states/ one national program	50		
B	Firm's regional experience in NE region or specific to state Meghalaya	50		
C	Permanent presence / local offices (one registered office in India)	50		
TOTAL		**1000**		

Rating: Excellent: 100% Very Good: 90 ☐☐99% Above Average: 80 ☐ 89% Average: 70 ☐ 79% Below Average: 1 ☐ 69% Non-complying: 0%,
Score: Maximum Weight x Rating / 100

Sub-Criteria

Proposed criteria		Proposed sub criteria
1.Management Competence		
1.a	Quality Control and Assurance	Clearly defined quality management practices & processes
		- Designated quality auditor in place
		- Well defined processes/SOP in place
		- Quality Assurance framework in place
		ISO certification/ other relevant certifications for standardization and recognition (like ASQ/ CMMI level 5 etc.)
		Complaints redressal policies
1.b	Project Management Coordination	Partnerships with identified sector specific leading training organizations/ other relevant stakeholders related to skill development in India (like SSCs/ state missions/ programs etc.)
		Strategies for selection and retention of proposed key experts and back up plans in case of replacement include the training of trainers and master trainers training.
		Process monitoring and reporting structure based on MIS
1.c	Approach & Methodology	Key aspects of the approach towards handling the assignment
		Is aligned to project objectives
		Provides clarity on how the outcomes will be achieved
		Addresses all components of SoW
		Provides satisfactory and feasible solutions on handling the assignment
		Reveals a good understanding of risks and proposes risk mitigation strategies
		Reflects understanding of the niche requirements of the region
		Methodology outlined is practical and do-able
		Proposes viable model/s to ensure expected results
		Is clear & concise
2. Technical Competence		
2.a	Firm's specialization in same area of training (BFSI domain/ MFI based training etc.)	Two projects in BFSI domain/ MFI based trainings (may include SHG or collective based trainings for financial inclusion)
		Exposure to best practices in setting up and managing technical institutes/ centres / offices related to BFSI training programs etc.
2.b	Firm's established linkages / formal association with BFSI associations or groups training/ certification/ assessments/ industry relations	Experience of engaging with industry associations within India (formal associations with industry bodies/ forums to capture the demand, influence placements and policy support)
		Partnerships/ existing relationships with placement agencies/ industry relevant org/ banks/MFIs etc. – related to placement
		Strong placement wing and good industry connect in terms of team responsible for linkages and placement

2.c	Firm's experience in course and curriculum finalization as per industry standards and placement linked program operationalization	Experience of development of industry endorsed curriculum and instructional material in skill development in BFSI domain as per demand of industries/ sector related to the program
		Training need analysis, base line survey, detailed project reports and similar studies/ training programs for office bearers etc.
		Training infrastructure establishment system
		Total number of students trained till date under various skills development programs
		Experience of establishing the processes and systems for skill development support and reporting within the organization and to other stakeholders
2.d	CV of Key expert for evaluation	
	CV 1	Qualification
	CV2	Experience
	CV …….n	Regional Experience (for all the CVs proposed)
3. Geographic Competence		
3.a	Firm's country experience in minimum two states/ one national program in skill development program relevant to BFSI	Experience of working in Skill Development Missions/ interventions/ programs/ initiatives in states and nation for last 5 years in minimum of two states or one national level program This could be government funded grants/ loan/ CSR funded/ donor or foundation funded etc.
3.b	Firm's regional experience in NE region or specific to state of Meghalaya	Experience of working in NE region or Meghalaya state specific in Skill Development/ Social/ Labour/ related industries for training themes with dedicated team
3.c	Permanent presence / local offices (one registered office in India)	Registered offices in India – 1 offices/ chapters registered in India with a minimum staff of 50 members

Details of CV evaluation (Total weight: 100%)

The number of points to be assigned to each of the above positions shall be determined considering the following three sub-criteria and relevant percentage weights:

1) General qualifications (general education, training, and experience): [20%]

2) Adequacy for the Assignment (relevant education, training, experience in the sector/similar assignments): [70%]

3) Relevant experience in the region (working level fluency in local language(s)/knowledge of local culture or administrative system, government organization, etc.): [10%]