## Evaluation methodology and criteria for the review of the bids and the award

To select the proposal, IFAD will establish a Competitive Screening Evaluation Team (CSET). The CSET is chaired by a senior staff from a division other than the sponsoring one and must include technical staff and a procurement specialist, who is responsible for monitoring that the competitive selection process is conducted in line with the relevant IFAD procedures. Country Directors (CDs), Country Programme Managers (CPMs) and staff from the Regional Hubs and Country Offices should be involved where applicable and relevant. If the call is open to private sector applicants as well, a private sector specialist should be involved in the competitive selection process.

 After the eligibility of the applicant is confirmed,[[1]](#footnote-1) the Team examines all proposals against the following criteria:

**Technical (50%)**

Alignment to the corresponding Priority Area

Consistency of the proposal with the issues and opportunities identified in the Concept Note

Clarity and pertinence of the linkages between the identified issues and opportunities, and the objectives proposed to tackle them, the components and activities proposed to achieve the objectives, and the outputs and outcomes expected to be obtained as a result of implementing the activities

Practical utility of expected outputs and outcomes in benefit of IFAD target population

Innovations to be tested and developed

KM products to be prepared, concrete usefulness of these products and activities proposed to promote their uptake

Linkages to investment projects

**Financial (25%)**

 Value for money, which does not necessarily mean going for the cheapest option, but making sure that IFAD gets the desired technical quality at the best price. This requires a judgment on whether the expected development benefits justify the costs.

 Budget:

Consistency with the proposed activities, outputs and outcomes; adequate balance among components; overheads within the limits set by FMD;

Co-financing to be mobilized

**Institutional (25%)**

 Experience of proponent and implementation partners in the priority area and in the specific theme, and in the regions/countries where the grant would be implemented. This experience should be presented in the institutional profile to be submitted jointly with the Grant Design Document (GDD) proposal

 Implementation capacity, both technical and for financial management

1. **Other Criteria to be included by IFAD Sponsoring Division (SD)**

If the SD includes additional criteria, the relative weight of the three main domains (technical, financial, institutional) should be slightly and proportionally reduced in order to release a portion of the score/rating to be applied to the additional criteria. In any case, the additional criteria should not exceed the 25% of the total.

Each member of the CSET will review the submitted GDD against the set evaluation criteria, and provide ratings and comments to justify them. The proposal receiving the highest total score will be selected.

No discussion will take place with the applicant on the substance of the proposals as long as the decision has not been made and approved by IFAD.

In the case of calls by invitation, CSET members should also evaluate and make an opinion on the selection of invitees carried out by the SD: it should be clear why the selected recipients were invited and what was the selection criteria to invite them and not others; this criteria should be clearly identified and documented in the minutes of the CSET meeting.

 In order to guarantee fairness and transparency, all proposals should be evaluated applying the following principles:

* **Impartiality**: Recipients must be rated using the same criteria.
* **Transparency**: Relevant documents must be disclosed equally to all recipients. Evaluation criteria must be clearly specified in the invitation letter. Feedback must be provided, if required, within a set deadline.
* **Rigour**: Quantitative ratings should be rigorously applied by each member of the CSET. Appropriate records and data of the whole process must be maintained. Applicants should note that, once selected, IFAD may require further refinements of the proposal throughout the internal review process that the selected proposal will be subjected to further scrutiny prior to submission for final approval.
1. At this stage, eligibility is confirmed by the Chair of the CSET on the basis of the answers provided to Bidders' self-certification. [↑](#footnote-ref-1)