## Evaluation methodology and criteria

Only proposals received within the stipulated period will be accepted.

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.

After the eligibility (please refer to the Applicant's Self-Certification form) of the applicant is confirmed, the CSET examines all proposals against the following criteria:

|  |  |
| --- | --- |
| **Criteria** | **Weight** |
| Technical content and consistency with project description and IFAD’s Grant Policy. Considerations include:* Clarity of the methodology and coherence, logic and linkages between the project activities and components
* Relevance to IFAD projects in the selected countries with clear approaches to link up with IFAD programmes
* Prospective impacts of interventions on global and national policy processes
* Feasibility within the timeframe available
* Quality of plan of activities of Knowledge Management, innovativeness of activities and outputs proposed including delivery and disseminations of relevant knowledge generated during implementation
 | 35% |
| 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 call on whether the expected development benefits justify the costs. This implies that adequate metrics for measuring both are embedded in the proposals. Considerations include:* Level of own financing and co-financing;
* Clear budget tables with narrative explaining use of funds
 | 20% |
| Implementation capacity of the proposing organization (and of any associated implementation partner) to carry out the proposed activities and to account for funds should be demonstrated in the proposal documents. Other required experience and capacity of the proposing organization(s) include[[1]](#footnote-1):* Experience and technical capacity in working on disability inclusive approaches
* Pragmatic and strategic selection of target countries and presence or working experience in the targeted countries by grant recipient or partners within a consortium or identified national partners and involving multiple stakeholders.
* Experience in brokering knowledge across several geographical contexts and foster south-south capacity building
* Track record in financial management of grant resources and timely reporting on past project progresses and results
* Capacity of in-house staff and adequacy of the team proposed (based on CVs of team members and staff proposed).
 | 30% |
| Scaling up/sustainability* Scaling-up proposed pathways (methods)
* How is sustainability pursued/ensured?
* Partners identified for sustainability and for scaling-up
 | 15% |
| Total | **100%** |

The eligible proposals will be reviewed individually by at least three evaluators members of CSET. Each evaluator will review the submitted Design Document against the set evaluation criteria, and provide ratings and comments to justify the ratings. For each criterion, a score will be assigned. The application 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 award has not been decided and internally approved.

Evaluators are expected to adhere to the following key principles:

* Impartiality - recipients are rated with same criteria.
* Sufficient time provided to grant applicants (minimum 3 weeks after Call for Proposals)
* Transparency - relevant documents are disclosed equally to all recipients. Evaluation criteria specified in the solicitation document. Feedback is provided.
* Good balance of skills in the reviewer committee. Ensure that appropriate records and data are maintained. Criteria ranking clearly articulated.
* 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.

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 prior review before submission for final approval. In the event that only one applicant is considered eligible, a Direct Selection mechanism applies. In this case, the IFAD sponsor mobilizes the support of the Competitive Screening Evaluation Team to conduct a Review as per the evaluation criteria (specified above) to reach a conclusion on the value, merit and cost of the bid. The minutes of the meeting are prepared, submitted to the Division Director for agreement, and then made available to management for decision.

1. Please provide institutional track records. [↑](#footnote-ref-1)