

ESSENTIAL CRITERIA

Bidders are obliged to meet the basic criteria below:

- That the bidder has legitimate business /official premises, or that they are registered for trading and tax as appropriate. (tax registration certificate, authorization of signatures and trade register gazzete)
- Not being in any prohibited party or blacklist of government agencies. Providing a signed and stamped letter of confirmation of this article.
- Confirmation that the bidder complies with the attached Tender Terms, payment terms, Purchase Terms and Conditions, Anti-Bribery and Anti-Corruption Policy, Child Safeguarding Policy, Save the Children Anti-Human Trafficking and Modern Slavery Policy and IAPG Code of Conduct and PSEA Policy

CAPABILITY CRITERIA (60%)

The following criteria are considered very important in the evaluation of this tender.

- Bidder should propose a team with technical expertise and excellency in Business Administration, Economy, Entrepreneurship, Development, or any relevant field. The bidder should also demonstrate proven experience in designing and delivering entrepreneurship and business skills training. **(10%)**
- At least 2 official reference letters shall be provided from the firm that show the similar scope of service and amount within last 2 years **(10%)**
- Cover letter and CVs of team shall be submitted. Team composition should be gender-balanced (50% of team shall be women) **(10%)**
- Technical Proposal (max 5 pages) articulating the proposed approach and method for the assignment. Information regarding proposed curriculum adaptation and tool development strategy, training delivery plan, business advisory strategy, work plan and a proposed timeline must be included (see sample on Annex A for work plan/timeline). The Technical Proposal should demonstrate the bidder's knowledge of youth entrepreneurship and key industries in the project areas. **(15%)**
- An executive summary from a relevant past curriculum, in Turkish or English. Please also specify the total page length and purpose of the document from which the executive summary is drawn. **(10%)**

- The bidder shall be familiar with the Turkish context, and the wider system affecting refugee and migrant children and young people in Turkey, including legal, entrepreneurship, business and trade, labour market **(5%)**

COMMERCIAL CRITERIA (40%)

- Financial proposal including a detailed budget breakdown (currency unit: TRY). This should realistically and adequately present specific items such as curriculum adaptation and training delivery for a cycle of entrepreneurship training, frequencies and costs. **(40%)**