

**PROCUREMENT OF CONSULTANCY SERVICES FOR THE PREPARATION OF
THE NATIONAL TOURISM DEVELOPMENT PLAN (NTDP) 2023-2028**

Eligibility Check and Shortlisting Criteria and Rating (70% passing score)

1	APPLICABLE EXPERIENCE/ QUALIFICATION OF THE COMPANY	60%	
1.1	Years of Company/Firm (if venture, company/firm with the longest year of establishment will be considered)	20	
	Ten (10) or more years	20	
	Five to nine (5-9) years	15	
	Four (4) years and below	5	
1.2	Number of years of actual expert services in the last eight (8) years related to Tourism Planning, Economics, Statistics, Public/Business Administration, or in a field of direct relevance to the project	20	
	6-8 years of actual expert services	20	
	3-5 years of actual expert services	10	
	1-2 years of actual expert services	5	
1.3	Number of national plans, development plans, feasibility study, planning tools, strategies or M&E frameworks formulated for any international or national government agency or local government unit	20	
	Five (5) or more projects completed	20	
	Three to four (3-4) projects completed	15	
	Less than three (3) projects completed	5	
2	QUALIFICATION OF TEAM MEMBERS WHO MAY BE ASSIGNED TO THE JOB	25%	
2.1	Work experience of team members as consultant, facilitator, and/or trainer in the field of tourism planning, policy, tourism investment, marketing, and promotion; community and socio-economic impacts; tourism infrastructure and tourism transport policy and planning at a country level. (Accumulated points)	9	
	At least two (2) members have more than five (5) years of work experience as consultant, facilitator, and/or trainer in the field of tourism planning, policy, and community and socio-economic impacts	3	
	At least two (2) members have more than five (5) years of work experience as consultant, facilitator, and/or trainer in the field of tourism investment, marketing, and promotion	3	
	At least two (2) members have more than five (5) years of work experience as consultant, facilitator, and/or trainer in the field of tourism infrastructure and tourism transport policy	3	

2.2	Years of experience involved in national, regional, and/or local development (For the required four (4) key personnel)	10	
	Three (3) to four (4) key personnel have more than five (5) years of involvement in national, regional, or local	10	
	One (1) to two (2) key personnel have five (5) years of involvement in national, regional, or local development	5	
2.3	Workload of the team member	6	
	More than two (2) technical team members have been assigned as a full time consultant to handle the project	6	
	Two (2) technical team members have been assigned as a full time consultant to handle the project	3	
3	CURRENT WORKLOAD RELATIVE TO CAPACITY	15%	
3.4	Number of on-going consultancy projects	15	
	One to fifteen (1-15) ongoing project	15	
	Sixteen to thirty (16-30) ongoing projects	10	
	Thirty one to forty five (31-45) ongoing projects	5	
TOTAL		100%	

Rated by: _____