

PROJECT: LEARNING NEEDS ASSESSMENT CONSULTANCY SERVICES

Bidder: _____

A.	QUALIFICATION OF CONSULTANT	40%	
I.	Bidder has at least 5 years prior work experience in the field of training development and/or tourism industry	20	
II.	Bidder has at least 3 years demonstrated knowledge and experience in conducting needs assessments and skills in facilitating stakeholder/working group consultations.	20	
B.	QUALIFICATION OF PERSONNEL WHO MAY BE ASSIGNED TO THE JOB	20%	
I.	Assigned personnel have experience working on needs assessments and facilitation of workshops and group consultations.	20	
C.	PLAN OF APPROACH AND METHODOLOGY	40%	
I.	Bidder has provided previously conducted Training Needs Activities	20	
II.	Bidder has provided previously Training Needs Reports	20	
	Total	100	
	Passing Rate	70	

Prepared by:

C. Maria

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