

**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	10	
	Four (4) years and below	5	
1.2	Number of man-months of actual expert services in the last five (5) years related to Tourism Planning, Economics, Statistics, Public/Business Administration, or in a field of direct relevance to the project	20	
	Twelve (12) or more man-months	20	
	Eight to eleven (8-11) man-months	10	
	Less than eight (8) man-months	5	
1.3	Number of national plans, development plans, feasibility study, planning tools, strategies or M&E frameworks formulated for any international / national government agency or local government unit	20	
	Five (5) or more projects completed	20	
	Three to four (3-4) projects completed	10	
	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 and/or trainer in handling in tourism planning, policy, and marketing; community and socio-economic impacts, tourism infrastructure, and tourist facility investment analysis and promotion tourism destination infrastructure and transport policy and planning at a country level.	10	
	All team members have more than ten (10) years of work experience as consultant and/or trainer	10	
	All team members have ten (10) years of work experience as consultant and/or trainer	7	
2.2	Years of experience involved in national, regional, and/or local development	10	
	All team members have more than ten (10) years of work experience as consultant and/or trainer	10	
	All team members have ten (10) years of work experience as consultant and/or trainer	7	

2.3	Workload of the team member	5	
	More than two (2) team members have been assigned as a full time consultant to handle the project	5	
	Two (2) team members have been assigned as a full time consultant to handle the project	3	
3	CURRENT WORKLOAD RELATIVE TO CAPACITY	15%	
3.1	Number of on-going consultancy projects	15	
	1 ongoing project	15	
	2 ongoing projects	10	
	3 ongoing projects	5	
	4 or more ongoing projects	0	
	TOTAL	100%	

Rated by: _____