



Request for Proposal (RFP)

For: Academic Consulting at ELT

Date: 21 – August - 2021

1 Overview of the British Council

1.1 The British Council builds connections, understanding and trust between people in the UK and other countries through arts and culture, education and the English language. We help young people to gain the skills, confidence and connections they are looking for to realise their potential and to participate in strong and inclusive communities. We support them to learn English, to get a high-quality education and to gain internationally recognised qualifications. Our work in arts and culture stimulates creative expression and exchange and nurtures creative enterprise.

1.2 We connect the best of the UK with the world and the best of the world with the UK. These connections lead to an understanding of each other's strengths and of the challenges and values that we share. This builds trust between people in the UK and other nations which endures even when official relations may be strained.

1.3 We work on the ground in more than 100 countries. In 2019-20 we connected with 80 million people directly and with 791 million people overall, including online and through our broadcasts and publications. Founded in 1934, we are a UK charity governed by Royal Charter and a UK public body. Further information can be viewed at www.britishcouncil.org.

2 Introduction and Background to the Project / Programme

2.1 The provider will be working on the provision of specialized services to support the implementation of the Education strategy in Mexico, especially the offer of English for Teaching in the public sector in accordance with the terms and conditions established in this document, annexes of contracts and the requirements contained in the Scope of Work established by the British.

2.3 The purpose and scope of this RFP and supporting documents is to explain in further detail the requirements of the British Council and the process for submitting a proposal in response to this RFP (“**Proposal**”).

3 Proposal Conditions and Contractual Requirements

This section of the RFP sets out the British Council's contracting requirements, general policy requirements, and the general conditions relating to this procurement process ("**Procurement Process**").

3.1 Contracting requirements

3.1.1 Contracting authority: the British Council which includes any other companies and organisations that control or are controlled by the British Council from time to time (see: <http://www.britishcouncil.org/organisation/structure/status>).

3.1.2 Delivery location for goods and/or services: virtual session or the British Council offices in **Calle Lope de Vega, número 316, Colonia Chapultepec Morales, Alcaldia Miguel Hidalgo, C.P. 11570, Ciudad de México, México** or in any other place determined by The British Council.

3.1.3 Duration: 1 year with an option for an extension for up to an additional 1 year.

3.1.4 Contractual terms: As set out at Annex 1 The terms and conditions of the contract will be related to the profiles according to which you have applied and have been approved. ("**Contract**"). By submitting a Proposal, you are agreeing to be bound by the terms of this RFP and the Contract without further negotiation or amendment. Once the Contract is awarded, there will be no changes allowed to the Contract (except in accordance with the provisions of the Contract). Any clarification questions in relation to any aspect of this Procurement Process and the associated documentation should be submitted in accordance with the process set out in paragraph 12 (*Clarification Requests*). Only changes which relate to the correction of ambiguity or manifest error in relation to the terms of the Contract will be considered and, if necessary, the British Council may, when issuing its response to clarification questions, reissue Annex 1 to reflect such changes. Any proposed amendments received from a potential supplier as part of its Proposal shall entitle the British Council to reject that Proposal and to disqualify that potential supplier from this Procurement Process.

3.2 General Policy Requirements

3.2.1 By submitting a Proposal, you confirm that you will, and that you will ensure that any consortium members and/or subcontractors will, comply with all applicable laws, codes of practice, statutory guidance and applicable British Council policies relevant to the goods and/or services being supplied. All relevant British Council policies that consultants are expected to comply with can be found on the British Council website (<https://www.britishcouncil.org/organisation/transparency/policies>).

3.3 General Proposal conditions ("Proposal Conditions**")**

3.3.1 Application of these Proposal Conditions – In participating in this Procurement Process and/or by submitting a Proposal it will be implied that you accept and will be bound by all the provisions of this RFP and its Annexes. Accordingly, Proposals should be made on the basis of and strictly in accordance with the requirements of this RFP.

3.3.2 Third party verifications – Your Proposal is submitted on the basis that you consent to the British Council carrying out all necessary actions to verify the information that you have provided, and the analysis of your Proposal being undertaken by one or more third parties commissioned by the British Council for such purposes.

3.3.3 Information provided to potential consultants – Information that is supplied as part of this Procurement Process is supplied in good faith. The information contained in the RFP and the supporting documents and in any related written or oral communication is believed to be correct at the time of issue. No liability (save for fraudulent misrepresentation) is accepted for its accuracy, adequacy or completeness and no warranty is given as such.

3.3.4 Potential consultants to make their own enquires – You are responsible for analysing and reviewing all information provided to you as part of this Procurement Process and for forming your own opinions and seeking advice as you consider appropriate. The clarification process set out in paragraph 12 should be used for any queries in relation to this Procurement Process.

3.3.5 Amendments to the RFP – At any time prior to the Response Deadline, the British Council may amend the RFP and if appropriate, the Response Deadline shall, at the discretion of the British Council, be extended.

3.3.6 Compliance of Proposal – Any goods and/or services offered should be on the basis of and strictly in accordance with the RFP (including, without limitation, any specification of the British Council's requirements, these Proposal Conditions and the Contract) and all other documents and any clarifications or updates issued by the British Council as part of this Procurement Process.

3.3.7 Compliance with the terms of the Contract – The successful supplier must comply with the Contract as set out in Annex 1 without any amendment (save as described in paragraph 3.1.4). .

3.3.8 Format of Proposal – Proposals must comprise the relevant documents as detailed by the British Council in Annex 2 (Consultant Response) completed in accordance with relevant all instructions. Any documents requested by the British Council must be completed in full. It is important that you read the RFP carefully before completing and submitting your Proposal.

3.3.9 Modifications to Proposals once submitted – You may modify your Proposal prior to the Response Deadline by giving written notice to the British Council. Any modification should be clear and submitted as a completely new Proposal in accordance with Annex 2 (Consultant Response) and these Proposal Conditions.

3.3.10 Disqualification – If you breach these Proposal Conditions, if there are any errors, omissions or material adverse changes relating to any information supplied by you at any stage in this Procurement Process, if any other circumstances set out in this RFP, and/or in any supporting documents, entitling the British Council to reject a Proposal apply and/or if you or your appointed advisers attempt:

- to inappropriately influence this Procurement Process or fix or set the price for goods or services;
- to enter into an arrangement with any other party that such party shall refrain from submitting a Proposal;
- to enter into any arrangement with any other party (other than another party that forms part of your consortium bid or is your proposed sub-contractor) as to the prices submitted;
- to collude in any other way;
- to engage in direct or indirect bribery or canvassing by you or your appointed advisers in relation to this Procurement Process; or
- to obtain information from any of the employees, agents or advisors of the British Council concerning this Procurement Process (other than as set out in these Proposal Conditions) or from another potential supplier or another Proposal,

the British Council shall be entitled to reject your Proposal in full and to disqualify you from this Procurement Process. Subject to paragraph 3.3.1 below, by participating in this Procurement Process you accept that the British Council shall have no liability to a disqualified potential supplier in these circumstances.

3.3.11 Proposal costs – You are responsible for obtaining all information necessary for preparation of your Proposal and for all costs and expenses incurred in preparation of the Proposal. Subject paragraph 3.3.15, you accept by your participation in this Procurement Process, including without limitation the submission of a Proposal, that you will not be entitled to claim from the British Council any costs, expenses or liabilities that you may incur in submitting a Proposal irrespective of whether or not your Proposal is successful.

3.3.12 Rights to cancel or vary this Procurement Process – Nothing in this Procurement Process will bind the British Council to enter into any contractual or other arrangement with you or any other potential consultant. It is intended that the remainder of this Procurement Process will take place in accordance with the provisions of this RFP, but the British Council reserves the right to terminate, amend or vary (to include, without limitation, in relation to any timescales or deadlines) this Procurement Process by notice in writing. Subject to paragraph 3.3.15, the British will have no liability for any losses, costs or expenses you incur as a result of such actions.

3.3.13 Consortium Members and sub-contractors – It is your responsibility to ensure that any staff, consortium members, sub-contractors and advisers abide by these Proposal Conditions and the requirements of this RFP.

3.3.14 Liability – Nothing in these Proposal Conditions is intended to exclude or limit the liability of the British Council in relation to fraud or in other circumstances where the British Council's liability may not be limited under any applicable law.

4 Confidentiality and Information Governance

4.1 All information supplied to you by the British Council, including this RFP and all other documents relating to this Procurement Process, either in writing or orally, must be treated in confidence and not disclosed to any third party (save to your professional advisers, consortium members and/or sub-contractors strictly for the purposes only of helping you to participate in this Procurement Process and/or prepare your Proposal) unless the information is already in the public domain or is required to be disclosed under any applicable laws.

4.2 You shall not disclose, copy or reproduce any of the information supplied to you as part of this Procurement Process other than for the purposes of preparing and submitting a Proposal. There must be no publicity by you regarding the Procurement Process or the future award of any contract unless the British Council has given express written consent to the relevant communication.

4.3 The British Council reserves the right to disclose all documents relating to this Procurement Process, including without limitation your Proposal, to any employee, third party agent, adviser or other third party involved in the Procurement Process in support of, and/or in collaboration with, the British Council. The British Council further reserves the right to publish the Contract once awarded and/or disclose information in connection with supplier performance under the Contract in accordance with any public sector transparency policies (as referred to below). By participating in this Procurement Process, you agree to such disclosure and/or publication by the British Council in accordance with such rights reserved by it under this paragraph.

4.4 The Freedom of Information Act 2000 ("FOIA"), EU General Data Protection Regulation (GDPR) 2015, the Environmental Information Regulations 2004 ("EIR"), and public sector transparency policies apply to the British Council (together the "**Disclosure Obligations**").

4.5 You should be aware of the British Council's obligations and responsibilities under the Disclosure Obligations to disclose information held by the British Council. Information provided by you in connection with this Procurement Process, or with any contract that may be awarded as a result of this exercise, may therefore have to be disclosed by the British Council under the Disclosure Obligations, unless the British Council decides that one of the statutory exemptions under the FOIA or the EIR applies.

5 Proposal Validity

5.1 Your Proposal must remain open for acceptance by the British Council for a period of 6 days from the Response Deadline. A Proposal not valid for this period may be rejected by the British Council.

6 Payment and Invoicing

6.1 The British Council will pay correctly addressed and undisputed invoices within 30 days in accordance with the requirements of the Contract. Consultants to the British Council must ensure

comparable payment provisions apply to the payment of their sub-contractors and the sub-contractors of their sub-contractors. General requirements for an invoice for the British Council include:

- A description of the good/services supplied is included.
- The British Council Purchase Order number is included.
- It is sent electronically via email in PDF format to gabriela.garcia@britishcouncil.org or alejandroperez@britishcouncil.org by post to:

The British Council, Corporate Services – **Lope de Vega, número 316, Colonia Chapultepec Morales, Alcaldía Miguel Hidalgo, C.P. 11570, Ciudad de México, México**

7 Specification

Roles purpose

To support the implementation of the Education strategy in Mexico, especially the English for Teaching public sector, to meet service expectations and meet British Council standards.

Volumes

- English for Education Systems (EES)
4 programmes a year with a target audience of an average of 1,200 English teachers.
- New Ways of Teaching (NWT)
Reaching an audience of 40,000 with a series of webinars delivered during the year with at least one session, row show in different States participating in at least two big conferences and the main ELT regional conference in Mexico and in the Region.

Locations

We operate sessions and programs in all the Mexican territory. Bear in mind some programs are delivery in virtual mode and others in face-to-face mode. British Council searches consultants located in different states.

Accountabilities:

- Behave according to British Council policies and behaviours.
- Ensure project meet the academic requirements needed.
- Meet British Council standards.
- Implementation of TfS methodology.

Main challenges:

- Adaptation of academic materials to teach in an online environment.
- Understanding of teacher's profile and needs to create personalized the online sessions.
- Awareness of Education public sector to adopt relevant content for the course.
- Teaching methodology for teaching English to HE teachers.
- Being accountable for all the activities related to the academic and administrative control of the project.
- Be the main point of contact between the British Council and course participants.
- Fulfill activities to measure the impact, quality and effectiveness of our projects (REF2)

The British Council develops and delivers education programs along the year in different modalities and with different partners. This represents an opportunity for the consultant to work on a single or on

simultaneous projects. This is determined based on the requirements of the project and the professional profile of the consultant. Therefore, it will not be possible to establish a continuous work cycle.

The British Council Mexico works through 3 legal entities to perform their operations in Mexico; a diplomatic entity, commercial entity and a taxed authorized to received donations entity. The select consultants will have a contract for each of the entities.

The requested profiles are:

Profile	Professional Background	Competences
Academic Consultant	<ul style="list-style-type: none"> * Education to first degree (licenciatura) * At least 3 years' relevant teaching experience * A recognised EFL teaching qualification (e.g. Delta, ICELT, TKT, TESOL by a recognised institution. Accepting these certificates is the prerogative of the British Council) There may be some exceptions, and each individual case will be evaluated on individual basis. * English language certification. Most international language certificates are accepted. The more recent the better. 	<ul style="list-style-type: none"> * Overall language proficiency equivalent to C1 minimum (According to the CEFR framework) * Clear diction including intelligibility * Linguistic accuracy <p>Administrative skills</p> <ul style="list-style-type: none"> * The aptitude to fulfil the administrative aspects of role, e.g. dependability, attention to detail, flexibility and conscientiousness * Access to broadband for communication and other online activities. * Availability to undertake assignments during a substantial proportion of contractual periods * Understanding and accepting the British Council process of compliance: <ol style="list-style-type: none"> 1) Child Protection and adults at risk training 2) Equality, Diversity and Integration policy training 3) Police checks 4) Attend training or pre-programme session and meetings at the established date (3-5 hours).
Global e-moderators	Be part of the list of global E-mods provided by the British Council in the UK.	Fulfill all competences and requirements established by the British Council in the UK to become part of the global E-mods list.
Speakers	<ul style="list-style-type: none"> * At least 3 years' relevant teaching experience * A recognised EFL teaching qualification (e.g. Delta, ICELT, TKT, TESOL by a recognised institution. Accepting these certificates is the prerogative of the British Council) There may be some exceptions, and each individual case will be evaluated on individual basis. * English language certification. Most international language certificates are accepted. The more recent the better. 	<ul style="list-style-type: none"> * Overall language proficiency equivalent to C1 minimum (According to the CEFR framework) * Clear diction including intelligibility * Linguistic accuracy
Translation, revision and editing of documents	<ul style="list-style-type: none"> * At least 3 years' relevant translation experience * Share evidence of the experience in translating, revising or editing texts * Add references from at least one publishing house * A recognised EFL teaching qualification - desirable * English language certification. Most international language certificates are accepted. The more recent the better. 	<ul style="list-style-type: none"> * Overall language proficiency equivalent to C1 minimum (According to the CEFR framework) * Clear diction including intelligibility * Linguistic accuracy * Have a mastery of vocabulary and grammar and a good command of the idiomatic methods to express things and the intended meaning precisely and accurately. * A good knowledge of the different dialects, punctuation, grammar, axioms, slang, variants, styles, jargon and its euphemisms.
Proof readers	* At least 3 years' relevant edition and proof reading experience	* Overall language proficiency equivalent to C1 minimum (According to the CEFR

	<ul style="list-style-type: none"> * Share evidence of the experience in proof reading * Add references from at least one publishing house * A recognised EFL teaching qualification - desirable * English language certification. Most international language certificates are accepted. The more recent the better. 	<p>framework</p> <ul style="list-style-type: none"> * Linguistic accuracy * Strong grammar skills and excellent spelling * Analytical, detail-oriented human eye. * Have a mastery of vocabulary and grammar and a good command of the idiomatic methods to express things and the intended meaning precisely and accurately. * A good knowledge of the different dialects, punctuation, grammar, axioms, slang, variants, styles, jargon and its euphemisms.
Relator	<ul style="list-style-type: none"> • School training in Pedagogy / or any field related to education • Degree completed - Master's or/and PhD (completed or in progress) • Professional experience in the area of pedagogy, research or related to education 	<ul style="list-style-type: none"> • Gather central ideas of what is being proposed at each roundtable • Ability to understand the academic concepts or topics. • Writing skills (ability to transfer participants' ideas and opinions to a document) • Generation of a document that contains all the information seen in roundtables • Digital skills (management of computer equipment, Microsoft Office packages)
Master of Ceremony	<ul style="list-style-type: none"> * At least 3 years' relevant teaching experience * A recognised EFL teaching qualification (e.g. Delta, ICELT, TKT, TESOL by a recognised institution. Accepting these certificates is the prerogative of the British Council) There may be some exceptions, and each individual case will be evaluated on individual basis. * English language certification. Most international language certificates are accepted. The more recent the better. 	<ul style="list-style-type: none"> * Participate as the official host of a ceremony, staged event, conference, convention, or similar performance. * Be the protocol officer during an official state function * Presents performers, speaks to the audience, entertains people, and generally keeps an event moving. * Introducing and thanking speakers, introducing the theme of the conference * To keep the agenda flowing smoothly * To create a sense of place and community, interacting with the audience * Conducting stately ceremonies
Event Moderator	<ul style="list-style-type: none"> * Education to first degree (licenciatura) * At least 3 years' relevant teaching experience * A recognised EFL teaching qualification (e.g. Delta, ICELT, TKT, TESOL by a recognised institution. Accepting these certificates is the prerogative of the British Council) There may be some exceptions, and each individual case will be evaluated on individual basis. * English language certification. Most international language certificates are accepted. The more recent the better. 	<ul style="list-style-type: none"> * Introducing and thanking speakers, introducing the theme of the conference, facilitating a panel discussion & interviewing guest. * Monitoring time of the session according to programme, * Managing Q&A from the audience. You will be able to see the full comments and filter the relevant question to the speaker. You will read the questions to the speaker in the space prepared for this. * Closing the session, thanking the audience and the speaker on behalf British Council. * There are some cases where the moderator can participate in round tables in academic events and not always there are sessions in English
Academic and Technology Supervisor	<p>Good command in English</p> <p>Should be currently enrolled in an Undergraduate Programme at min.</p> <p>At least 3 years' full time working experience.</p> <p>Strong sense of responsibility, strong sense of customer service, strong interpersonal communication skills, strong problem-solving skills and attention to details</p>	<ul style="list-style-type: none"> * Supervision of academic sessions. * Technical support during virtual session in accordance with the compliance criteria. * Understanding customer needs. * Responding to customer needs. * Obtaining and evaluating feedback.

8 Mandatory Requirements / Constraints

8.1 As part of your Proposal, you must confirm that you meet the mandatory requirements / constraints, if any, as set out in the British Council’s specification forming part of this RFP. Failure to comply with any mandatory requirements or constraints shall entitle the British Council to reject a Proposal.

9 Key background documents

9.1 Further relevant background documents / information may be provided to potential Consultants as an Annex to this RFP and/or by way of the issue of additional documents / links to additional information / documents. Please view list of Annexes at the end of this document.

10 Timescales

10.1 Subject to any changes notified to potential Consultants by the British Council in accordance with the Proposal Conditions, the intended timescales applicable to this Procurement Process are:

Activity	Date / time
RFP Issued to bidding consultants	9 October
Deadline for clarification questions (Clarification Deadline)	14 October
British Council to respond to clarification questions	15 October
Deadline for submission of Proposals by potential consultants (Response Deadline)	05 November
Final Decision	15 November
Contract concluded with winning supplier	15 November
Contract start date	19 November (only for Academic consultants) 30 November (for other services)

11 Instructions for Responding

11.1 The documents that must be submitted to form your Proposal are listed at Part 2 (Submission Checklist) of Annex 2 (Consultant Proposal) to this RFP. All documents required as part of your Proposal should be submitted to gabriela.garcia@britishcouncil.org and alejandroperez@britishcouncil.org by the Response Deadline, as set out in the Timescales section of this RFP.

11.2 The following requirements should be complied with when submitting your Proposal in response to this RFP:

- Please ensure that you send your submission in good time to prevent issues with technology – late Proposals may be rejected by the British Council.

- Do not submit any additional supporting documentation with your Proposal except where specifically requested to do so. PDF, JPG, PPT, Word and Excel formats can be used for any additional supporting documentation (other formats should not be used without the prior written approval of the British Council).
- All attachments/supporting documentation should be provided separately to your main Proposal document, clearly labelled and cross-referenced to the Proposal as relevant.
- If you submit a generic policy / document, you must indicate the page and paragraph reference that is relevant to a particular part of your Proposal.
- Unless otherwise stated as part of this RFP or its Annexes, all Proposals should be in the format of the relevant British Council requirement with your response to that requirement inserted underneath.
- Where supporting evidence is requested as 'or equivalent' you must demonstrate such equivalence as part of your Proposal.
- Any deliberate alteration of a British Council requirement as part of your Proposal will invalidate your Proposal to that requirement and for evaluation purposes you shall be deemed not to have responded to that particular requirement.
- Responses should be concise, unambiguous, and should directly address the requirement stated.
- Your Proposal to the RFP requirements and pricing will be incorporated into the Contract, as appropriate.

12 Clarification Requests

12.1 All clarification requests should be submitted to gabriela.garcia@britishcouncil.org and alejandro.perez@britishcouncil.org by the Clarification Deadline, as set out in the Timescales section of this RFP. The British Council is under no obligation to respond to clarification requests and will respond if the question is appropriate and received before the Clarification Deadline.

12.2 Any clarification requests should clearly reference the appropriate paragraph in the RFP documentation and, to the extent possible, should be aggregated rather than sent individually.

12.3 The British Council reserves the right to issue any clarification request made by you, and the response, to all potential consultants unless you expressly require it to be kept confidential at the time the request is made. If the British Council considers the contents of the request not to be confidential, it will inform you and you will have the opportunity to withdraw the clarification query prior to the British Council responding to all potential consultants.

12.4 The British Council may at any time request further information from potential consultants to verify or clarify any aspects of their Proposal or other information they may have provided. Should you not provide supplementary information or clarifications to the British Council by any deadline notified to you, your Proposal may be rejected in full and you may be disqualified from this Procurement Process.

13 Evaluation Criteria

13.1 You will have your Proposal evaluated as set out below:

Stage 1: Proposals will be checked to ensure that they have been completed correctly and all necessary information has been provided. Responses correctly completed with all relevant information being provided and all mandatory requirements as outlined in Section 8 met will proceed to Stage 2. Any Proposal not correctly completed in accordance with the requirements of this RFP and/or containing omissions may be rejected at this point. Where a Proposal is rejected at this point it will automatically be disqualified and will not be further evaluated.



Stage 2: If a bidder succeeds in passing Stages 1 of the evaluation, then it will have its Proposal evaluated in accordance with the evaluation methodology set out below.

13.2 Award Criteria – Responses from potential consultants will be assessed to determine the most advantageous proposal using the following criteria and weightings and will be assessed entirely on your response submitted:

Criteria	Weighting
Social Value	10%
Knowledge and Experience	35%
Teaching Skills	35%
Information and Communications Technology	20%

13.3 Scoring Model – Proposals will be subject to an initial review at the start of Stage 2 of the evaluation process. Any Proposals not meeting mandatory requirements or constraints (if any) will be rejected in full at this point and will not be assessed or scored further. Proposals not so rejected will be scored by an evaluation panel appointed by the British Council for all criteria other than Commercial using the following scoring model:

Points	Interpretation
10	Excellent – Overall the response demonstrates that the bidder meets all areas of the requirement and provides all of the areas evidence requested in the level of detail requested. This, therefore, is a detailed excellent response that meets all aspects of the requirement leaving no ambiguity as to whether the bidder can meet the requirement.

7	Good – Overall the response demonstrates that the bidder meets all areas of the requirement and provides all of the areas of evidence requested, but contains some trivial omissions in relation to the level of detail requested in terms of either the response or the evidence. This, therefore, is a good response that meets all aspects of the requirement with only a trivial level ambiguity due the bidders failure to provide all information at the level of detail requested.
5	Adequate – Overall the response demonstrates that the bidder meets all areas of the requirement, but not all of the areas of evidence requested have been provided. This, therefore, is an adequate response, but with some limited ambiguity as to whether the bidder can meet the requirement due to the bidder’s failure to provide all of the evidence requested.
3	Poor – The response does not demonstrate that the bidder meets the requirement in one or more areas. This, therefore, is a poor response with significant ambiguity as to whether the bidder can meet the requirement due to the failure by the bidder to show that it meets one or more areas of the requirement.
0	Unacceptable – The response is non-compliant with the requirements of the RFP and/or no response has been provided.

13.4 Commercial Evaluation – This section will be determined by the British Council, all applicants must accept the proposal, further information on this approach may be available in Annex 3 (Pricing Approach).

13.5 Moderation and application of weightings – The evaluation panel appointed for this Procurement Process will meet to agree and moderate scores for each award criteria. Final scores in terms of a percentage of the overall Proposal score will be obtained by applying the relevant weighting factors set out as part of the award criteria table above. The percentage scores for each award criteria will be amalgamated to give a percentage score out of 100.

13.6 The Winning Proposal(s) - A Framework Agreement will be awarded to the Proposal scoring the highest percentage score out of 100 when applying the above evaluation methodology, which is also supported by any required verification evidence (to include, without limitation, any updated information)] obtained by the Authority relating to any self-certification or other requirements referred to at any time in this Procurement Process.

List of Annexes forming part of this RFP (issued as separate documents):

Annex 1 – Terms and Conditions of Contract

Annex 2 – Consultant Proposal

Annex 3 – Pricing Approach

Annex 4 – Examples of Academic cases