

### **Annex 1: Selection Criteria**

	<b>SELECTION CRITERIA</b>	<b>MAXIMUM POINTS</b>
<b>1</b>	<b>Academic Qualification (Highest level attained)</b>	<b>10</b>
	a. Degree in Supply Chain Management, Business Administration, Business Management, Project Management, Accounting or Chartered Institute of Procurement and Supply (CIPS) qualifications or Certified Professional in Supply Management qualifications or other relevant qualification.	<b>10</b>
	• Degree or related degree in the abovementioned qualifications	10
	• Degree not in a related field	0
<b>2</b>	<b>General Experience (Each criterion)</b>	<b>30</b>
	a. Minimum of three (3) years' experience in conducting procurement in the public sector and/or working in a project environment such as those with funding from International Development Partners (IDPs) such as the Inter-American Development Bank (IDB).	<b>15</b>
	• 3 or more years' experience in procurement in the public sector	15
	• 1-2 years' experience in procurement in the public sector	10
	• Less than 1 year' experience in procurement in the public sector	0
	b. Minimum of three (3) years' experience in preparation of procurement documents: Procurement Plans, Bidding Documents, evaluating quotations, bids, proposals, negotiating contracts, contract implementation and record keeping.	<b>15</b>
	• 3 or more years' experience in procurement in the public sector	15
	• 1-2 years' experience in procurement in the public sector	10
	• Less than 1 year' experience in procurement in the public sector	0
<b>3</b>	<b>Specific Experience (Each criterion)</b>	<b>45</b>
	a. Minimum of three (3) years' experience in contract negotiation techniques, contract terms and pricing strategies.	<b>15</b>
	• 3 or more years' experience in contract negotiation techniques, contract terms and pricing strategies.	15
	• 1-2 years' experience in contract negotiation techniques, contract terms and pricing strategies.	10
	• Less than 1 year' experience in contract negotiation techniques, contract terms and pricing strategies.	0
	b. Minimum of three (3) years' experience in UWI financial policies and procedures.	<b>15</b>
	• 3 or more years' experience in UWI financial policies and procedures.	15
	• 1-2 years' experience in UWI financial policies and procedures.	10
	• Less than 1 year' experience in UWI financial policies and procedures.	0
	c. Minimum of three (3) years' experience in the Inter-American Development Bank's policies and procedures.	15
	• 3 or more years' experience in IDB financial policies and procedures.	15
	• 1-2 years' experience in IDB financial policies and procedures.	10

	<ul style="list-style-type: none"> <li>Less than 1 year' experience in IDB financial policies and procedures.</li> </ul>	0
<b>4</b>	<b>Adequacy of the Assignment (Each criterion)</b>	<b>15</b>
	a. Ensures accurate physical and electronic filing of documents in accordance with the Executing Agency Policies	5
	b. Proficient in MS suite and MS Project, Share Point, or other productivity software tools	5
	c. Ability to manage the use of web conferencing platforms such as Zoom, Webex, Microsoft Team, etc.	5
	<b>Total Points Attainable</b>	<b>100</b>