

**Mid-Term Evaluation
Innovation Partnership Programme in Vietnam, phase II (IPP II)**

Questions and answers 24.2.2016

Question 1:

Is an expert who has been involved in IPP Phase I and the appraisal of IPP Phase II eligible?

Yes, he/she is eligible.

Question 2:

What is the definition for a national expert?

A minimum requirement is that at least one member of the team has fluency in Vietnamese.

Question 3:

Could you clarify if formulation of the IPP II is considered participation in the implementation of the Programme and if the experts who participated in the project "Planning of Innovation Partnership Programme Phase II- Towards Sustainable Innovation System" (ref. UH2012- 006487) are eligible to participate in this mid-term evaluation?

Experts participated in formulation and planning of the IPP II are eligible.

Question 4:

According to the Invitation to Tender, companies and experts who have participated in implementation of the IPP II are disqualified to tender. However, evaluation, review or appraisal of a project or programme subject of the evaluation is not considered as a conflict of interest.

Question: Is conduction of the IPP Baseline Study considered to be such part of the program implementation that companies and experts having participated in it are disqualified for this Mid-term evaluation?

Experts participated in the IPP II baseline study during the implementation are not eligible.

Question 5:

If there is a previous evaluation project where TL candidate and TM both worked, are these two experts allowed to use this reference once each, i.e. TL in his/her own CV and TM his/her own?

Yes, both can use this reference once.

Question 6:

If the Tenderer is a consortium, is it sufficient that only one of the consortium partners has the evaluation references required?

It is sufficient that the Lead Company has an evaluation reference.

Question 7:

Could you clarify the number of references evaluated in the team CV. The invitation to tender specifies that "only eight most relevant references of the expert shall be indicated". Does that mean that if we have 3 experts in the team, we can list $3 \times 8 = 24$ references under each evaluation criteria?

Under each evaluation criterion the maximum is eight references.

Question 8:

Should project references from all team members be provided in the same CV form?

Yes, the same CV form should be used.

Question 9:

In case two team members have been working on a same project focusing on different tasks, can the reference be provided once for both experts (twice in the CV form)?

Yes, both experts can use the reference once.

Question 10:

In case project references from all team members are to be provided in the same CV form, can there be 8 references for each team member under each evaluation criteria? E.g. in case of a team with 3 members, is 24 the maximum amount of references that can be provided under each evaluation criteria?

Under each evaluation criterion the maximum is eight references.

Question 11:

Is it possible to propose a team of 3 international and 1 local experts?

Yes, it is possible.

Question 12:

I would like to ask for the list of most relevant documents related to the design, implementation and review of Innovation Partnership Programme, phases I and II, including the most important strategy and policy documents that have guided the design of the programme. Could you please send links to these documents or attach them to an email if they are not published online?

The public documents are available in the archive of the Ministry for Foreign Affairs. The relevant documents will be sent to the winning tenderer.