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1. TERMS OF REFERENCE FOR INDEPENDENT PANEL OF RESEARCHERS

1.1 Scope of Work and Mandate of the Independent Panel of Researchers

The overarching reason for the use of Independent Panel of Researchers is to provide the Commission an evidence base on the challenges and impact of South Africa's IGFR system, assess policy-relevant research and scientific knowledge developed within the Commission. In carrying out its mandate, the experts will bring independent and external perspectives to the FFC research portfolio and work. These inputs will be provided in the form of reports, presentations and notes for discussion at workshops and meetings.

The major contributions of the Independent Panel of Researchers include, among others:

- Undertake research on behalf of the Commission and fill identified knowledge gaps to assist the Commission execute its mandate
- Compile data sets, and undertake financial or econometric modelling on behalf of the Commission
- Advise on the quality, limitations and appropriate uses of research carried out by, or on behalf of, the Commission
- Act as an independent "peer reviewer" and provide high level peer review of the research outputs at key points in the Commission's research cycle.
- Undertake quality control functions of the various FFC outputs that will be generated from time to time;
- Assess the quality of components of output completed at various research stages;
- Provide advisory input according to their particular areas of expertise; and
- Provide on an ad hoc basis guidance and advisory input to the researchers where needed in areas related to their specialty;

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- Provide skills transfer and guidance to research staff.

1.2. Qualifications and Expertise of the Independent Panel of Researchers

The panel members will be selected on the basis of their professional ability and eligibility to do the work indicated in Section 1 above, and fulfilling supply chain compliance procedures. Panel members must be willing to work independently or do collaborative work (where multidisciplinary research is required). Being in the Commission's panel of experts does not guarantee that there will be work allocated to the experts. The Independent Panel of Researchers must have at least one or more of the following:

- Possess relevant post-graduate university qualifications and have assumed important responsibilities in their area of expertise
- Be nationally, internationally or regionally recognized in their area of expertise, and a strong track record in evidence-based analysis and research in their area of expertise
- Have practical international, national or local government experience on issues related to IGFR,
- Experience with peer reviewing – academic work, reports, policy documents, etc. and commitment to maintaining the integrity and confidentiality of the peer review process
- Experience in policy development and economic modelling
- Demonstrable links to a broad spectrum of relevant scientific organisations concerned with IGFR issues.

Furthermore experts must possess at least 5-10 years of professional experience in their area of specialisation which may include some of the following: economics, public finance, econometrics, modelling, engineering, actuarial science, energy, law, urban planning, demographics or disciplines such as education, health, etc.

1.3. Time Frame and Compensation

The Independent Panel of Researchers will serve for a period of three (3) years and the period may be renewed once, by a further two (2) years. Payment will be based on the achievement of pre-determined milestones and submitted reports, and will be in line with scales published by DPSA.

1.4. Service Provider Evaluation Criteria and Process

- a. The technical proposal will be scored out of 100 points, **with a minimum threshold of 70 points required**. Service Providers that do not meet the technical threshold score will be disqualified.

- b. Where a submission is submitted by a team, then a maximum of three individual CVs for key personnel nominated in the bid will be evaluated in accordance with the criteria. This will include a team leader and team members, where the individuals must be responsible for 70% of the work of the team.
- c. Each request for a technical proposal will be evaluated on each of the requirements specified in that RFP.

	Evaluation Criteria	Scoring Criteria	Indicator	Max points
1	Personnel experience: (a). Bidders seeking to serve on the panel of experts will be evaluated on the experience and expertise. The bidding individual is required to possess a minimum of 5 - 10 years of local and international experience/exposure in the identified area/ areas of bidding in paragraph listed in sub-section 6.1.	5 = Excellent 4 = V. Good 3 = Good 2 = Average 1 = Poor	5= > 9 years 4= > 7 – 9 years 3= >5 – 7 years 2= >3 – 5 years 1= >1-3 years	35
2	Proven track record of relevant / related projects in the past. The service provider will be required to provide or reference similar work conducted.	5 = Excellent 4 = V. Good 3 = Good 2 = Average 1 = Poor	5= >13 projects 4= >10-12 projects 3= >7-9 projects 2= >4-6 projects 1= >1-3 projects	35
3	Qualifications: Minimum qualifications of the bidding individual should be a Masters' degree in the field related to the identified area(s) for bidding.	5 =Excellent 4 = V. Good 3 = Good 2 = Average 1 = Poor	5= Post-Doctorate 4= Doctorate 3= Masters 2= Honours Degree 1= Bachelor's Degree	20

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4	Service Provider's years of work and ability to provide logistical and administrative support.	5 = Excellent 4 = V. Good 3 = Good 2 = Average 1 = Poor	5= > 9 years 4= > 7 – 9 years 3= >5 – 7 years 2= >3 – 5 years 1= >1-3 years	10