

Addendum NO. 1 To The Request for Proposal (RFP)

RFP Reference: BCC2026-047

Assignment: Business Continuity Management Program Development & Enhancement

Date of Issue: 14 October 2026

To: All Prospective firms

1. Amendment to Section 3 – Proposal Submission Deadline (Page 20)

The proposal submission deadline specified in Section 3 of the RFP (page 20) is hereby extended as follows:

- **Original deadline:** 13 October 2026
- **Revised deadline:** 25 October 2026

2. Amendment to Section 5 – Evaluation Criteria (Pages 23–28)

- The RFP is hereby supplemented by the preliminary compliance assessment (Pass/Fail) and weighted technical evaluation matrix set out in this Addendum.

Technical Proposal Evaluation Criteria and Scoring Methodology

Technical proposals will be evaluated through a two-stage process: (1) Preliminary Compliance Assessment (Pass/Fail) and (2) Weighted Technical Evaluation, as outlined below.

1. Preliminary Compliance Assessment (Pass/Fail)

Proposals will first be assessed for compliance with the mandatory requirements of the RFP.

No.	Compliance Criterion	Result
1	Compliance with the RFP submission deadline and submission instructions	Pass/Fail
2	Compliance with the required separation of technical and financial proposals	Pass/Fail
3	Compliance with eligibility and legal registration requirements	Pass/Fail

4	Submission of all mandatory forms, declarations, and supporting documents required by the RFP	Pass/Fail
5	Compliance with other mandatory requirements expressly specified in the RFP	Pass/Fail

Only proposals meeting the applicable mandatory requirements will proceed to the weighted technical evaluation. Any disqualification will be applied in accordance with the provisions of the RFP.

2. Weighted Technical Evaluation (100 Points)

Proposals passing the preliminary compliance assessment will be evaluated against the following technical criteria:

No.	Evaluation Criterion	Weight
1	Firm Experience and Relevant References	20 points
2	Approach and Methodology	25 points
3	Project Management, Work Plan, and Timeline	15 points
4	Key Personnel Qualifications and Experience	20 points
5	Resource Plan and Onsite/Remote Delivery Model	10 points
6	Understanding of the Scope, Deliverables, and Alignment with the ToR	10 points
	Total Technical Score	100 points

This Addendum forms an integral part of the RFP and shall be read together with the original solicitation documents. Except as expressly amended or supplemented by this Addendum, all other terms, conditions and requirements of the original RFP remain unchanged and in full force and effect.

Sincerely

Corporate Procurement Division/ASD

Islamic Development Bank