

SUITABILITY AND MINIMUM REQUIREMENTS TRAINING, COACHING AND ASSESSMENTS

As referred to in sections 2.90 through 2.98 of the Dutch Procurement Act and Part IV of the European Single Procurement Document (ESPD))

INTRODUCTION

This document sets out the requirements imposed by the Contracting Authority for all Lots to determine whether a Candidate is eligible for admission to the DAS. To this end, Suitability Requirements are applied.

SUITABLE REQUIREMENTS:

1. Professional Experience

The Candidate must demonstrate that it can deploy learning and development professionals who meet all of the following minimum requirements:

- Proven relevant professional experience in one or more of the following domains:
 - Professional and personal development training;
 - Leadership, career or performance coaching;
 - Team development or collaboration programmes;
 - Behavioural, competency or development assessments;
 - Safety-related training or behavioural safety programmes.
- Proven experience in designing, delivering or facilitating training sessions, workshops, coaching trajectories or assessment processes for individuals or groups.
- Demonstrated understanding of adult learning principles, behavioural development or assessment methodologies relevant to the services provided.

2. Technical and Professional Competence

The Candidate must demonstrate competence in at least two of the following areas:

- Preparing or facilitating structured learning interventions (training, workshops, learning programmes);
- Conducting individual or group coaching sessions with clear objectives and professional boundaries;
- Administering or delivering assessments, such as competency assessments, development assessments, or structured interview-based evaluations;
- Preparing assessment reports, feedback sessions or development plans;
- Delivering safety, behavioural or awareness training in a manner consistent with recognised professional or sector-specific standards;
- Applying recognised methodologies, tools or frameworks within learning, coaching or assessment contexts.

3. Organisational Context Experience

The Candidate must demonstrate experience in at least one of the following contexts:

- Public or semi-public organisations;
- State-owned enterprises;
- Financial institutions, development finance institutions or comparable complex organisations;
- Organisations operating in an international or cross-border environment.

MINIMUM REQUIREMENTS

4. Language Skills

The Candidate must have:

- Professional working proficiency in English (spoken and written);
- Knowledge of Dutch is an advantage but not mandatory, unless explicitly required in a Specific Assignment.

5. Professional Integrity and Independence

The Candidate must confirm that:

- The financial professional will operate independently and in accordance with applicable professional standards;
- The assignment will be performed without creating an employment relationship, in compliance with applicable legislation including the Dutch DBA Act (Wet DBA);
- No conflicts of interest exist that could affect the proper performance of the Assignment.

The suitability requirements may be verified at a later stage, including as part of a specific assignment in Phase 2.

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