

**Global Water Partnership – Mediterranean (GWP – Med)**  
**Legally and lawfully represented by the non-profit society**  
**MEDITERRANEAN INFORMATION OFFICE FOR ENVIRONMENT, CULTURE AND SUSTAINABLE**  
**DEVELOPMENT – MIO ECSDE**

ANNOUNCES THE PRESENT 24/2023/AF Floods  
CALL FOR OFFERS  
For the provision of works for the

[Development of Sector Flood Risk management policies in the Drin Basin](#)  
In the framework of  
“The Integrated Climate-Resilient Transboundary Flood Risk Management in the  
Drin River Basin in the Western Balkans” (Drin FRM Project)

**SUBMISSION OF OFFERS BY:** 11 May 2023, at 17:00h CET

**MAX AVAILABLE BUDGET:** USD **87.500 including VAT**

**AWARD CRITERION:** The Most Economically Advantageous offer with criterion the lowest price.

This amount includes all other costs, income taxes, VAT and any other amount payable or cost that may be required for the completion of the work/service, including travel-related costs.

### **Description of the Assignment**

GWP-Med is announcing the present Call for Offers for the Development of Sector Flood Risk management policies in the Drin Basin In the framework of “The Integrated Climate-Resilient Transboundary Flood Risk Management in the Drin River Basin in the Western Balkans” (Drin FRM Project)

*The Integrated Climate-Resilient Transboundary Flood Risk Management in the Drin River Basin in the Western Balkans” (Drin FRM Project, 2019-2024)* is executed by the UNDP Istanbul Regional Hub (IRH). For the delivery of specific regional activities, the IRH has engaged the Global Water Partnership Organization (GWP) as a Responsible Party for the Project’s Outcome 2.

The objective of the project is to assist the riparian countries in the implementation of an integrated climate-resilient river basin flood risk management approach to improve their existing capacity to manage flood risk at regional, national and local levels and to enhance resilience of vulnerable communities in the Drin River Basin (DRB) to climate-change induced floods.

This assignment is part of Outcome 2: *“Improved institutional arrangements, legislative and policy framework for FRM, and development of climate change adaptation and flood risk management strategy and plans at the basin, sub-basin, national and subnational levels”*- Activity/ Output 2.1 – Drin River Basin FRM Policy Framework and improved long-term cooperation on flood risk management.

Sector Flood Risk management policies in the Drin Basin will focus on Agriculture and Energy (Hydropower) sectors as one of the most important ones for the strengthening of the Integrated flood risk management of the Drin Basin. New climate resilient policies will necessarily build on and integrate the outputs of the AF project and the GEF Drin project (among others).

For a detailed description of the Assignment, please refer to the respective ToR.

## Procurement

The procurement will proceed having regard to:

- ✓ General principles of EU law on procurements.
- ✓ Internal Rules and Regulations of MIO-ECSDE/GWP-MED which can be found at <https://mio-ecsde.org/about-us/our-accountability> and <https://www.gwp.org/en/About/who/Governance-Funding/> .
- ✓ The present CALL FOR OFFERS and its supporting documents.

## Offer Submission

Interested participants should submit their offer electronically including the following:

**Folder A** containing the:

1. **Technical Offer** (Annex 3)
2. **Solemn Self Declaration** (Annex 1)

**Folder B (password protected)** containing:

**Financial offer** (Annex 2)

**Please read carefully the section “How to submit an offer” of the present call, on how exactly you are required to submit your offer**

Offers must be submitted for the entire Assignment.

Offers for part of the Assignment will not be accepted.

The Participants shall bear all costs associated with the preparation and submission of their offer.

The Contracting Authority will in no case be responsible or liable for such costs, whatever the conduct or outcome of the procedure.

The Contracting Authority will neither be responsible for, nor cover, any expenses or losses incurred by the participants for any site visits and inspections or any other aspect of their offer.

The Contracting Authority may ask Participants to submit supporting documents concerning their offer ( references, certificates, publications etc.)

The language of this procedure, the tender documents and the offers is English. Any documentation (certificates, etc) submitted in any other language should be accompanied by a translation in English, certified by a lawyer or public authority.

## Deadline for submission of offers

The **deadline** for submission of offers is set to be **11 May 2023, at 17:00h CET**.

The successful participant will be informed within 10 working days following the submission deadline.

The results of the present call for offers will be published at the GWP-Med Website <https://www.gwp.org/en/GWP-Mediterranean/>

## Clarifications

### 1. Clarifications on the published Call for Offers

Requests for clarifications should be submitted by email, the latest, seven (7) days before the closing date of this call for offers.

The answers / additional information will be published on the website of GWP-Med four (4) days before the closing date of this call for offers.

### 2. Clarifications during the (technical and financial) evaluation of offers

The Contracting Authority may, during the evaluation of offers, ask the Participants to provide clarifications on the documents submitted with their offers, within reasonable time.

Any clarifications and/or additional documents submitted by the Participants not in the context of a request for clarifications posed by the Contracting Authority are not taken into account for the evaluation of offers.

During the evaluation of offers the Contracting Authority, by applying the principles of equal treatment and of transparency, may request from participants, when the information or the documentation they are obliged to submit are or appear incomplete or wrong, including those in the Solemn self-declaration, to submit, to complement or to clarify the relevant information or documentation, within a time-frame of at least 10 calendar days, with a maximum of 20 calendar days from the date the participants receive the relevant request from the Contracting Authority.

## Eligibility Conditions – Participation Requirements

Participation in the present call for offers is open, on equal terms, to any natural or legal person or entity who meet the legal, financial and technical conditions laid down in this Call where they possess adequate professional experience and capacity.

## Grounds for exclusion – disqualification (ON/OFF)

Participants should verify by submitting a **solemn declaration** (annexed to the present Call) that they are not bankrupt or subject of proceeding for a declaration of bankruptcy, that they are in good standing, operate under no legal restrictions, are not under any liquidation procedure or the subject of proceedings for declaration of liquidation or any similar situation and that they have not been convicted for any one of the following legal offences: participation in a criminal organization, corruption, bribery, fraud, money laundering, terrorist, child labour and human trafficking.

Please refer to the **Solemn Self-Declaration Statement in Annex 1 which should be filled in and signed as indicated. Failure to comply with the requirements included in the Self Declaration is considered ground for exclusion.**

## Selection Criteria (Pass/Fail)

Successful participants must:

- provide proof of their average annual turnover for the last three (3) fiscal years being at least equivalent to the maximum amount of this Call. The applicant should provide the Financial Statements (Income Statement and Balance Sheet) of the last three years duly certified by a Public Accountant, and with authentication of receiving by the Government's Internal Revenue Authority. Include any indication of credit rating, industry rating, etc.
- be enrolled in one of the official professional or trade register kept in their country of registration.
- present a minimum duration of operation of ten (10) years. Proof to be provided by the related chamber (date of registration).

**Failure to provide the minimum required qualifications is considered ground for disqualification.**

## Awarding Criterion and Evaluation Process

The Award criterion is the most economically advantageous tender based on best price / quality ratio. The participants shall pass through two stages of evaluation, the first stage is their evaluation according to the On/Off disqualification and selection criteria.

Offers qualified in terms of exclusion grounds and selection criteria will be further evaluated on the basis of the requirements presented under section "Award Criteria", as follows:

(1) Criterion	(2) Weighting (w)	(3) Points of criterion (c)	(4) Score= (2) x (3)
<b>Section 1: Expertise and work experience</b>	<b>70 % of total</b>		
Participants are required to have a record of minimum 3 projects over the last 10 years of comparable nature and degree of complexity (e.g., development of flood risk polices, management plans and/or strategies at national and/or basin scale).	20%		
Key expert 1: Team Leader – Flood risk management expert	<b>30%</b>		
University degree (BSc or equivalent) in relevant field (Environmental Law,	3%		

Water resources management, Natural resource management, Environmental management, Hydrology, Hydro engineering, Civil or Environmental engineering, and/or related fields or similar) (in case of a more general first University degree discipline, Master or equivalent degree closely related to the scope of the work)- <b>required</b> .			
At least 15 years of demonstrable relevant working experience in similar tasks and studies and a proven track record of management experience in projects with multidisciplinary teams related to flood risk/water management <b>-required</b> .	10%		
At least 7 years of experience in flood related policy development with minimum three projects implemented with the scope on FRM policy analyses/development in last 10 years (preferably in sectors of Agriculture and Energy) <b>-required</b>	10 %		
Minimum two years of experience in working with the Drin riparian countries on water/flood related issues- <b>desired</b>	2 %		
Fluency in both written and spoken English - <b>required</b>	2%		
Experience of 1 project in involving stakeholders in the integrated water and flood risk management process – at least one year <b>-desired</b>	3 %		
Key expert 2: Renewable energy sources expert (with extended experience in policy analysis/development)	<b>20 %</b>		
University degree (BSc or equivalent) in Renewable Energy, Energy engineering, Engineering, Physics, Energetics, Water resource management, Natural resource	3 %		

management, Environmental engineering, or equivalent - <b>required</b>			
At least 5 years of demonstrable experience and a proven track record related to analyses and development of renewable energy sector- <b>required.</b>	7%		
Experience in development of the energy policies (at least 1 in last 10 years) – <b>required.</b>	2%		
Fluency in both written and spoken English - <b>required.</b>	2%		
Experience of 1 project in working in the region of the project is highly desirable and is an asset- <b>desired.</b>	2%		
Experience of 1 project in flood risk management – <b>desired</b>	2%		
Knowledge of one of the three Drin riparian languages - <b>desired</b>	2%		
<b>Key expert 3: Agricultural (land use) expert (with extended experience in policy analysis/development)</b>	20 %		
University degree (BSc or equivalent) in Agriculture, Forestry, Water resource management, Natural resource management, Environmental management, or equivalent - <b>required.</b>	3%		
At least 5 years of demonstrable experience and a proven track record related to analyses and development of agriculture or land use sector- <b>required.</b>	7%		
Experience in development of the Agricultural policies (at least 1 in last 10 years) – <b>required.</b>	2%		
Fluency in both written and spoken English - <b>required</b>	2%		
Experience of 1 project in working in the region of the project is highly desirable and is an asset- <b>desired</b>	2%		

Experience of 1 project in flood risk management – <b>desired</b>	2%		
Knowledge of one of the three Drin riparian languages - <b>desired</b>	2%		
<b>Section 2: Approach and Methodology</b>	30 % of total		
Approach to the requested Assignment: detailed description of the methodology how the Participant will achieve all objectives and tasks and deliver all outputs as described in the Terms of Reference of the assignment, keeping in mind the appropriateness to local conditions.	10 %		
Climate change expertise and local expertise (knowledge of the three Drin riparian languages: North Macedonian, Albanian, Montenegrin (Serbian, Bosnian, Croatian) is presented - required.	20 %		

Scoring for each evaluation criteria starts from 100 points (when minimum requirements are met) up until maximum 150 points (100p Base +10p for extra criteria over base up to 50 additional points) .

For Criterion – Expertise and work experience: For Section 1 score starts at 100 points (when minimum requirements are met) and can reach 150 points depending on the description of the participant and the number of projects implemented in excess of those required as a minimum. (100p Base +10p for extra criteria over base up to 50 additional points)

For Criterion – Approach and Methodology: For Section 2, score starts at 100 points and can reach 150 points depending on the length, detail, depth, and structure of the information provided.

Each Section/evaluation criterion is evaluated autonomously.

The final scoring of each evaluation criterion is the outcome of its scoring multiplied by the corresponding weighting factor.

The overall score of the technical offer is the sum of the final scoring of all the Sections/evaluation criteria.

The overall score of the technical offer is calculated on the basis of the following formula:  $B_i = w_1 \times c_1 + w_2 \times c_2 + \dots$ . For the overall score which will determine the ranking of offers, technical evaluation will be weighted with 80%, and the financial offer with 20%.

The final listing of the most advantageous offers will be made on the basis of the following formula:  $A_i = 0.8 * (B_i/B_{max}) + 0.2 * (K_{min}/K_i)$ .

Where:

$B_{max}$ : the max score received by the best of the technical offers received

$B_i$ : the score of the technical offer

$K_{min}$ : The cost of the financial offer with the minimum price offered.



Ki: The cost of the financial offer

The most advantageous offers is the one with the greater value of  $\Lambda$ .

In case of equality of overall scores, the winning proposal is the one whose corresponding technical proposal received the highest rating.

### Duration of the Contract

The overall duration of the contract will be for twelve months.

### Contract Price, Deliverables and Schedule of Payment

The maximum fee for this assignment is 87.500 USD. This amount includes all other costs, income taxes and any other amount payable or cost that may be required for the completion of the work/service, including VAT.

For a detailed description of Tasks, please refer to the ToR. Deadlines to be possibly adapted based on the actual dates that the works will take place.

Deliverable	Verification	Payment	Scheduled
D0. Draft Inception report with policy review findings, methodology and data collection and consultation plan	Accepted by GWP-Med Project Manager	Tranche 1 (20%)	June 2023
D1. Final Inception report with policy review findings, methodology and data collection and consultation plan D2. Technical study on climate change impacts on the energy (hydropower) in flood prone areas of the Drin Basin D3. Technical study on climate change impacts on the agriculture in flood prone areas of the Drin Basin D4: Draft Outline of the two sectoral policies	Accepted by GWP-Med Project Manager	Tranche 2 (40 %)	October 2023
D5. Climate change resilient sector FRM policy on agriculture in the Drin Basin D6. Climate change resilient sector FRM policy on hydropower policy in the Drin Basin	Accepted by GWP-Med Project Manager	Tranche 3 – Final Payment (40 %)	May 2024

GWP-Med may order additional services from the successful candidate to complement the task described in the ToR if specific needs arise that cannot be anticipated at this moment. In any case the value of any additional service requested cannot exceed 50% of the amount of the present call.

## **Termination / cancelation / repetition / reformulation of the procurement procedure**

Termination of a procurement procedure, partial cancellation and repetition of a procedure, reformulation of procedure results.

1. GWP-Med/MIO-ECSDE may, by a reasoned decision, and after the opinion of the competent body, cancel the procurement procedure by annulling the respective Call, either due to failure to submit a tender or the rejection of all tenders or the exclusion of all Participants in accordance with the terms and conditions of the Call.
2. Cancellation of the procurement procedure may take place by a reasoned decision of the GWP-Med/MIO-ECSDE, in the following cases:
  - i. due to the irregularity of the procurement procedure
  - ii. if the financial and technical parameters related to the award process have changed substantially and the execution of the contractual object is no longer of interest to GWP-Med/MIO-ECSDE
  - iii. if due to force majeure, the contract cannot be properly executed
  - iv. if the tender selected is deemed not economically advantageous
  - v. in case of expiry of the bids
  - vi. in case the needs of GWP-Med/MIO-ECSDE and / or of the beneficiary (-ies) of the project have changed
  - vii. in case the circumstances have changed resulting in the inability to deliver the contract / project (eg local community reactions, inability to fund, etc.).
  - viii. in case of other imperative reasons of public interest such as for purposes of public health or environmental protection.
3. If errors or omissions are found at any stage of the award procedure, the GWP-Med/MIO-ECSDE may, after the opinion of the competent body, either cancel the proceedings partially or reshape the outcome accordingly or decide to repeat the procedure from the point where the error occurred. or omission.
4. GWP-Med/MIO-ECSDE also reserves the right, after the opinion of the competent body, to decide, in addition to the cancellation of the procurement procedure or the annulment of the Call, the repetition of any phase of the concluding procedure, as well, with or without modifying its terms or recourse to the negotiation process, provided it is in conformity with the Internal Rules and Regulations of GWP-MED /MIO-ECSDE.
5. Under no circumstances shall GWP-MED /MIO-ECSDE be obliged to pay to Participants any compensation for expenses or other positive or consequential damages that may have been incurred by their participation in the proceedings.

## **Objections**

Objections against any act of the Contracting Authority can be submitted within five (5) days from the notification of the Contracting Authority's act.

An objection to the call for offers can be submitted within a period that extends up to half the period from the publication of the call in the Contracting Authority's website and the final date of submission of offers. For the calculation of this period's deadline, the dates of the publication of the call and the submission of the offers are considered. Objections are submitted in written, by courier, by fax or by email.

Objections are submitted to the Contracting Authority, which shall decide within ten (10) days from the notification of the objection. In the event of an objection to the call for offers, the Contracting Authority shall decide in any case before the closing date for the submission of offers. In case the Contracting Authority has not answered within the above deadline, the rejection of the objection is presumed.

### **How to submit an offer**

**The submission of offers can will be done electronically via e-mail.**

Therefore, you are kindly requested to prepare and send to [procurement@gwpmed.org](mailto:procurement@gwpmed.org) an email writing in the email subject line: Call for Offers 24/2023/AF Floods, before the above-mentioned closing date for submission of offers the following two folders:

1. A compressed folder (**Folder A**) (.zip or .rar) containing the Technical offer, the Solemn Declaration and any other supporting documents
2. A **password-protected** compressed folder (**Folder B**) (.zip or .rar) containing only your financial offer. The password for opening the password protected folder with your financial offer should be sent to the same email address ONLY at the request of the contracting Authority which will send a follow up email to all participants that their technical offer has passed the technical evaluation.

**In case the password is sent together with the offer file, the offer will be rejected.**

**In case the financial offer is not password protected, the offer will be rejected.**

Offers submitted after the specified date and time shall not be taken into consideration.

The Contracting Authority bears no liability whatsoever for any late delivery of offers or for the contents of its accompanying folders.

For any clarifications on the present call for offers please contact:

Novak Cadjenovic, GWP-Med Senior Programme Officer, who is serving as Project Coordinator for the AF FRM GWP-Managed component.

e-mail: [novak.cadjenovic@gwpmed.org](mailto:novak.cadjenovic@gwpmed.org)

The present call for offers is posted on the website of GWP-Med ([www.gwp-med.org](http://www.gwp-med.org)).

The Chairman of GWP-Med/MIO-ECSDE

Prof. Michael J. Scoullas