

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 CALL FOR OFFERS

For the

*Preparation of an Assessment on the Water-Energy-Food-Ecosystems
Nexus in Albania*

DEADLINE EXTENDED: SUBMISSION OF OFFERS BY: **23 October** ~~19 October~~ 2020, at 17:00h CET

MAX AVAILABLE BUDGET: EUR 48,000 including VAT.

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 Preparation of an Assessment on the Water-Energy-Food-Ecosystems Nexus in Albania, in the framework of the ADA-supported Project “Promoting the Sustainable Management of Natural Resources in Southeastern Europe, through the use of Nexus approach”, implemented by GWP-Med in partnership with the UNECE.

The objective of the project is to introduce the Nexus approach and catalyse action for its adoption and implementation in SEE at the national and transboundary basin levels.

The aim of the Assignment under the Call is the preparation of an Assessment on the Nexus in Albania, identifying and analysing key cross-sectoral interlinkages as well as concrete lines of action to capture synergies and address trade-offs.

For a detailed description of the Assignment, please refer to the respective ToR (available in Annex 1).

Procurement

The procurement will proceed having regard to:

- ✓ General principles of EU law on procurements.
- ✓ Internal Rules and Regulations of MIO-ECSDE/GWP-MED.
- ✓ The present CALL FOR OFFERS and its supporting documents.

Offer Submission

Interested Companies should submit an offer including the following:

1. **Technical Offer form** (available in Annex 2)
 - **List of implemented projects**
 - **Approach and implementation plan**
 - **Expertise of Natural or Legal Person or Entity**
 - **Personnel – Team Composition**
2. **Solemn Self Declaration** (available in Annex 3)
3. **Financial offer** in a separate sealed envelope.

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.

Deadline for submission of offers

The **deadline** for submission of offers is set to be **23 October 19 October 2020, at 17:00h CET**.

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

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 3** 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 candidates:

- Must be enrolled in one of the official professional or trade registers kept in their country of registration.
- Must have a record of minimum 3 projects over the last 10 years of comparable nature and degree of complexity related or relevant to those required for this Contract.
- Their annual turnover for the last two financial years must be at least equivalent to the maximum amount of this call.
- The proposed expert team should have the minimum required qualifications for all experts as presented in Table 1.

Qualification and Experience

Participants in the call are required to have solid experience in developing and managing complex projects in the field related to the tasks described in the ToR. Participants are required to have a record of minimum 3 projects over the last 10 years of comparable nature and degree of complexity

A list of projects shall be submitted, stating the Project (or portion that was solely executed by the consultant), the end clients, Contract value of the Project (or portion that was solely executed by the consultant) and its duration, description of activities undertaken along with contact details for reference checking purposes (please indicate the e-mail addresses of contact persons). In so listing the end clients, the Participant is giving a consent to the Contracting Authority, to contact the relevant clients for reference checking purposes.

The scope of work requires an interdisciplinary team of skilled experts with previous experience in activities similar to those that this project entails. Team members should possess excellent relevant technical and drafting skills in English, in order to successfully implement the assignment. In this context, the team of experts should be able to respond to the requirements of a number of mandatory areas of expertise described in Table 1 below (The inclusion of experts so as the team responds to every area of expertise defined in the table below is mandatory. If the qualifications of an expert cover the requirements of more than one area of expertise, that expert can be also proposed for these other areas. Failure to provide relevant expertise for any of the proposed areas is considered a ground for disqualification).

In addition, the Consultant may propose -as they deem appropriate- additional experts covering other specific areas of expertise, e.g. stakeholders' participation and consultation; gender analysis and mainstreaming etc.

The required and desired qualifications for all experts are presented in Table 1. **Failure to provide the minimum required qualifications is considered ground for disqualification.** Qualifications additional to the minimum requested per category will receive additional score under the evaluation process as described in the section Evaluation of Technical offers. Desired qualifications will be awarded additional points as indicated in section Evaluation.

TABLE 1.

| Expert # | Areas of expertise | Qualifications |
|----------|---|--|
| 1. | Water Resources Management expert (Team Leader) | <ul style="list-style-type: none"> ○ At least MSc degree or equivalent in water resources management, or environmental engineering/management, or a directly related field. ○ Minimum 10 years of professional experience in the field of water resources management (Required). ○ Minimum 2 assignments relevant to the development or assessment of strategies or plans related to water resources management (Required). ○ Experience in the water resources management sector in Albania (Desirable) |
| 2. | Energy Policy expert | <ul style="list-style-type: none"> ○ At least University degree in the field of Engineering or Energy Policy or a directly related field. ○ Minimum 7 years of professional experience in the field of energy policy (Required). ○ Minimum 2 assignments relevant to the assessment of energy policies, plans or projects (Required). ○ Experience relevant to the Electricity Sector in Albania (Desirable) |
| 3. | Agriculture or Forestry expert | <ul style="list-style-type: none"> ○ At least University degree in the field of Agriculture, or Rural Development, or Forestry or a directly related field. ○ Minimum 7 years of professional experience in the field of Agriculture, or Rural Development, or Forestry policies (Required). ○ Minimum 2 assignments relevant to the assessment of policies, plans or projects related to Agriculture, or Rural Development, or Forestry (Required). ○ Experience relevant to the related Sectors in Albania (Desirable) |
| 4. | Environmental expert | <ul style="list-style-type: none"> ○ At least University degree in the field of Environmental Management or Engineering, or Biology or a directly related field. ○ Minimum 7 years of professional experience in the field of environmental policy (Required). ○ Minimum 2 assignments relevant to the assessment of environmental policies, plans or projects (Required). ○ Experience relevant to environmental policies in Albania (Desirable) |

NOTES:

- There is no limitation on the number of experts per area of expertise, but only the key experts per area of expertise will be evaluated according to the detailed evaluation / scoring. Thus, please indicate key expert for each area of expertise.
- If the qualifications of an expert cover the requirements of more than one area of expertise, that expert can be also proposed for these other areas.

- Failure to cover all areas of expertise is considered grounds for disqualification.

The Technical Offer Form, attached hereto in Annex 2, shall be in conformity to the Project Description in the TOR (Annex 1) of the present Call for Offers and the documents as described under Section 1-3 in Annex 2.

The Technical Offer Form consists of 3 separate sections that form the basis of the offer’s technical evaluation namely:

SECTION 1: APPROACH AND METHODOLOGY

SECTION 2: EXPERTISE OF NATURAL OR LEGAL PERSON OR ENTITY

SECTION 3: PERSONNEL – TEAM COMPOSITION

Evaluation process

Offers qualified in terms of exclusion grounds and selection criteria will be further evaluated on the basis of the requirements presented under section “Qualification and Experience”, as follows:

| (1) Criterion | (2) Weighting (w) | (3) Points of criterion (c) | (4) Score = (2) x (3) |
|--|---------------------|-----------------------------|--------------------------|
| Section 1: Approach and Methodology | 20% total | | |
| Approach to the Service/Work Required | 15% | | |
| Risks / Mitigation Measures | 5% | | |
| Section 2: Expertise of Natural or Legal person or Entity | 40% total | | |
| Brief Description of Participant | 10% | | |
| Track Record and Experiences | 30% | | |
| Section 3: Personnel / Team composition | 40% total | | |
| Qualifications of Experts – Refer Table 1 | 10% for each expert | | |

Scoring for each evaluated section will be made as following:

Section 1 – Approach and Methodology: For Section 1, score starts at 100 points and can reach 150 points depending on the length, detail, depth and structure of the information provided.

Section 2 – Expertise of Natural or Legal Person or Entity: For Section 2 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 the 3 required as a minimum.

Section 3 - Personnel / Team composition: Scoring for each one of the experts will be made as follows and on meeting the qualifications as indicated in Table 1.

Scoring starts at 100 points when all minimum required qualifications are met and can reach a max of 150 points by adding 20 points for each one of the desired qualifications (if presented) and 2 points for the required qualifications in excess to the minimum requested and up to 10 points per required qualification.

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 70%, and the financial offer with 30%.

The final listing of the most advantageous offers will be made on the basis of the following formula:

$$\Lambda_i = 0,7 * (B_i/B_{max}) + 0,3 * (K_{min}/K_i).$$

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.

K_i: The cost of the financial offer

The most advantageous offers is the one with the greater value of Λ .

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

Duration of the Contract

The overall duration of the contract will be maximum 9 months.

Contract Price, Deliverables and Schedule of Payment

The maximum fee for this assignment is 48,000 EUR. 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.

All payments except the advance payment shall be upon reception and acceptance/verification of the deliverables, as laid out in the table below. For a detailed description of Tasks, please refer to the ToR. Deadlines to be possibly adapted based on the actual date of the signature of the contract.

| Task | Deliverables | Deadline | Payments |
|------------------|--|-------------------------------|----------|
| Contract Signing | | | 20% |
| 1 | Inception Report | 3 weeks after contract signed | |
| 2 | - Consolidated overview of current status and trends in the Nexus sectors - Identification of key policy/thematic areas | 5 weeks after contract signed | |
| 3 | - Brief overview of strategic and decision-making frameworks in the policy/thematic areas of priority and assessment of how cross-sectoral interlinkages are addressed | 7 weeks after contract signed | |

| | | | |
|---|--|--------------------------------|-----|
| 4 | <ul style="list-style-type: none"> - List of key interlinkages in the policy/thematic areas of priority, identifying key barriers or gaps for coordinated cross-sectoral action - Presentations in the National Consultation Meeting and the Thematic Group on Water Resources | 10 weeks after contract signed | 20% |
| 5 | <ul style="list-style-type: none"> - Analysis of top priority interlinkages, vis-a-vis the related provisions of the National Sectoral Programme on Water, including list of proposed measures (see Task 5 above for details) | End of February 2021 | |
| 6 | <ul style="list-style-type: none"> - Overview of national and international financing schemes and instruments and of IFIs' strategies and priorities - Short-list of concrete Nexus interventions exhibiting strong cross-sectoral relevance and benefits | End of March 2021 | 30% |
| 7 | <ul style="list-style-type: none"> - Presentation of final draft of findings at the 2nd National Consultation Meeting and the Thematic Group on Water Resources | End of March 2021 | |
| 8 | <ul style="list-style-type: none"> - Drafting of final Assessment Report, as well as technical summary, layman's summary and factsheet of the key findings of the Assessment. | End of May 2021 | 30% |

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 bidders 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 Bidders / 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.

Place & Time of Offers Submission

Interested Parties shall submit their (1) **Technical Offer form**, and (2) **Solemn Declaration** by email (secretariat@gwpmed.org or tassos@gwpmed.org), and **the Financial Offer in a separately sealed envelope**, on their own responsibility, either in person or through a specially authorized representative, or by sending it by registered prepaid post with delivery receipt, at the premises of GWP-Med/MIO-ECSDE

Address: 12 Kyrristou str, 10556 Athens, Greece (Tel: +30-2103247267, -3247490) on the condition that offers shall reach GWP-Med/MIO-ECSDE's premises by the indicated in the call submission deadline.

Offers submitted after the specified date or offers that have been duly posted but have not reached the designated place in good time, shall not be taken into consideration and shall be returned as inadmissible, without being opened.

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:

Mr. Tassos Krommydas | Tel: +30-2103247267, -2103247490 |
e-mail: tassos@gwpmed.org

The present call for quotations is posted on the website of GWP-Med (www.gwp-med.org).

The Chairman of GWP-Med/MIO-ECSDE

Prof. Michael J. Scoullas