

Athens, 07/08/2019

**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**

***Development of the Drin Information System***

**SUBMISSION OF OFFERS BY: September 13<sup>th</sup>, 2019 at 17:00 h Athens Time**

**MAX AVAILABLE BUDGET: USD 60.000 including VAT.**

The 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 apart from travel costs.

### **Description of Service**

GWP-Med is announcing the present Call for Offers for the Development of the Drin Information System in the framework of the GEF supported Project “Enabling transboundary cooperation and integrated water resources management in the extended Drin River Basin” (**GEF Drin Project**).

The objective of the project is to *promote joint management of the shared water resources of the transboundary Drin River Basin, including coordination mechanisms among the various sub-basin joint commissions and committees*. Albania, North Macedonia, Kosovo and Montenegro are the Project beneficiaries.

The GEF Drin Project is structured around five components:

Component 1: Consolidating a common knowledge base

Component 2: Building the foundation for multi-country cooperation

Component 3: Institutional strengthening for Integrated River Basin Management (IRBM)

Component 4: Demonstration of technologies and practices for IWRM and ecosystem management

Component 5: Stakeholder Involvement, Gender Mainstreaming and Communication Strategies

The Project is implemented by the UNDP and executed by the Global Water Partnership (GWP) through GWP-Mediterranean (GWP-Med) in cooperation with the United Nations Economic Commission for Europe (UNECE); GWP-Med is responsible for the realization of the Project. The Drin Core Group is the Steering Committee (SC) of the Project.

## 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.

## Offer Submission

Interested Parties should submit an offer including the following:

- **List of implemented projects** to be submitted along with contact details for reference checking purposes (please indicate the e-mail addresses of contact persons; See template in the Annexes in the ToR)
- **Qualifications note**
- **CVs of the team members**
- **Financial offer** in a separate sealed envelope

## Deadline for submission of offers

The **deadline** for submission of offers is set to be **September 13<sup>th</sup>, 2019 at 17:00 h Athens Time**.

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

## Qualification and Experience

### Qualification Requirements

**The Consultant (a company)** shall have:

- experience in developing and managing complex projects preferably in all the following areas, geographical information systems (GIS), web-based information management systems, database design and water resources / watershed management.
- A record of successfully implemented projects of this kind in the last 10 years with minimum 1 GIS portal developed.

An interdisciplinary **Team** of skilled experts with previous experience in IT and data/information management projects is required. The team of experts has to demonstrate ability to closely cooperate with GWP-Med; in this regard, the consultant (a company) has to demonstrate ability to communicate in English.

**Expertise and Experience of the Team:** The areas of expertise and experience that the team of experts is expected to cover, are listed below: (NOTE: there is no limitation on the number of experts per area of expertise). Failure to provide relevant minimum expertise is considered a ground for disqualification. The minimum experience is considered to be 3 projects/assignments in the respective area of expertise in the last 5 years

- Working experience in design of spatial information systems, databases and web applications
- Working experience in software and hardware that should be used to carry out the assignment
- Working experience in geodetics (geometric transformations, projections, coordinate systems)
- Working experience in analyzing spatial data and doing statistical analysis

## Evaluation

### Evaluation criteria

Criteria - max. 100 points:

- *Number of relevant to the assignment implemented projects over the past 10 years (max points: 30).* If the development of a 1 GIS portal is not part of the projects implemented, then the proposal will be disqualified. A list of projects shall be submitted, stating the Project, the end clients, the budget of the Project and its duration, 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 his consent to MIO ECSDE, to contact the relevant clients for reference checking purposes.
- *Qualifications note (five pages maximum) (max points:30):* The Note will:
  - Explain the synthesis of the team as well as its qualifications and experience in relation to the requested services; the Note should indicate (in a Tasks Table) the experts that will be used for each of the tasks and provide a break-down of planned man-days per task and expert under each task. Failure to provide relevant expertise as indicated in the respective section under 4.6 of the ToR is considered as ground for disqualification.
  - Clearly describe the technology chosen by the developer.
- *Expertise and Experience of the team (proven through the CVs of experts).* Failure to provide relevant expertise as indicated in the respective section under 4.6 of the ToR is considered a ground for disqualification. (max points: 40)

### Award Criterion – Evaluation of Offers

#### Award criterion

The Award criterion is the most economically advantageous tender on the basis of best price / quality ratio.

Offers shall be evaluated as follows:

| Name of Firm / Participant:                                      |                   |                                      |                       |
|--|-------------------|--------------------------------------|-----------------------|
| (1) Criterion  | (2) weighting (w) | (3) points of criterion (c), 100-150 | (4) Score = (2) x (3) |
| <i>Qualifications note</i>                                       | 30%               |                                      |                       |
| <i>Expertise and Experience of the team</i>                      | 40%               |                                      |                       |
| <i>Number of relevant to the assignment implemented projects</i> | 30%               |                                      |                       |
| <b>UTO</b>   | 100%              |                                      |                       |

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

### **Evaluation of Technical Offers**

Scoring of each evaluation criteria varies within a range from 100 points up to 150 points (the latter awarded to the best qualified bidder for each criterion). Each evaluation criteria is evaluated autonomously, according to the respective technical offer submitted. The relative scoring of each evaluation criteria is the outcome of its scoring multiplied by its weighting. The overall score of the technical offer is the sum of the relative scoring of all the evaluation criteria.

The overall score of the technical offer is calculated on the basis of the following formula:

$$\text{UTO} = w1 \times c1 + w2 \times c2 + \dots$$

where  $w1 + w2 + \dots = 100$

**For the overall score which will determine the ranking of offers, technical evaluation will be weighted with 70%.**

### **Evaluation of the Financial Offer**

Each financial offer is evaluated on the basis of the following formula:

$$\text{UFO} = 100 \times \text{max amount} / \text{financial offer}$$

**For the overall score which will determine the ranking of offers, financial evaluation will be weighted with 30%.**

Offers which have been rejected as inadmissible or as not meeting the minimum requirements shall not be evaluated.

### **Identification of the most economically advantageous offer on the basis of best price / quality ratio**

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

$$U = \text{UTO} \times 70\% + \text{UFO} \times 30\%$$

Where U is the total scoring if each offer

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

|                                 |
|---------------------------------|
| <b>Duration of the Contract</b> |
|---------------------------------|

The overall duration of the contract will be maximum 6 months.

|   |
|---|
| <b>Contract Price, Deliverables and Schedule of Payment</b> |
|---|

The maximum fee for this assignment is 60,000 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.

All payments except the advance payment shall be upon reception and acceptance/verification of the deliverables, as laid out in the table below.

| Task                                  | Deliverables  | Deadline                          | Payments |
|---------------------------------------|---|-----------------------------------|----------|
| Contract Signing                      |   |                                   | 10%      |
| Inception                             | Inception status note   | Two weeks from contract signing   |          |
| Design DIS 1.0                        | A working prototype   | Five months from contract signing |          |
| Launch and presentation               | A demo at the GWP-Med premises or on Skype  | Five months from contract signing | 60%      |
| Installation and server configuration | DIS available on the Internet   | Six months from contract signing  |          |
| Prepare and deliver training          | Trained user admin, power users and encoders  | One month after installation      |          |
| Prepare documentation                 | <ul style="list-style-type: none"> <li>• Guide for Encoders</li> <li>• DIS Technical Reference</li> </ul> | One month after installation      | 30%      |
| Maintenance                           | Error corrections   | 2 years after installation        |          |

### Place & Time of Offers Submission

Interested Parties shall submit their – **List of implemented projects, Qualifications note, CVs of the team members** by email ( [secretariat@gwpmed.org](mailto:secretariat@gwpmed.org) or [dimitris@gwpmed.org](mailto:dimitris@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.

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

Mr. Dimitris Faloutsos | Tel: +30-210-3247267, -2103247490 |  
e-mail: [dimitris@gwpmed.org](mailto:dimitris@gwpmed.org)

The present call for quotations 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. Scoullou