

Athens, 27 August 2018

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

Surveillance Monitoring Programme for the Ohrid Lake Watershed

SUBMISSION OF OFFERS BY: September 14th, 2018 at 17:00h Athens Time

MAX AVAILABLE BUDGET: USD 50,000 including VAT.

The amount includes all other costs, collection and analysis of samples, travel costs, income taxes and any other amount payable or cost that may be required for the completion of the work/service.

Description of Service

GWP-Med is announcing the present Call for Offers for the provision of services for the surveillance monitoring in the framework of the development of the Lake Ohrid Basin Management Plan, that is an activity conducted in the framework of the Global Environment Facility supported Project “Enabling transboundary cooperation and integrated water resources management in the extended Drin River Basin” (GEF Drin Project).

The objective of this assignment is to provide comprehensive monitoring of hydrological, chemical and hydrobiological characteristics of the water bodies in the Ohrid Lake watershed, and provide input to better understanding of the ecological status of the water bodies and the hydrological regimes, in line with the requirements of the EU Water Framework Directive.

Procurement procedure

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:

- **Methodology and Approach Note** (three pages maximum except for the annexes; the tables indicating the methodologies can be annexed) explaining the planned methodology and approach to be followed for each of the Tasks described in the ToR, including what sampling and analysis methodology will be used (reference to the methodology for each parameter should be enough).
- **Qualifications Note:** explaining the composition 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 listed in the ToR and provide a break-down of planned man-days per task and expert under each task.
- **CVs** of the team members.
- **List of implemented projects** to be submitted along with contact details for reference checking purposes (please indicate the e-mail addresses or fax numbers of contact persons).
- **Financial Offer** in a separate sealed envelope.
- Official registration certificate, VAT number registration and legal status form.

Deadline for submission of offers

The **deadline** for submission of offers is set to be September 14th, **2018**.

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

Qualifications and Requirements

- (i) Failure to provide the following is considered a ground for disqualification.
- **The successful Consultant must be a Company/Institute/Institution or Consortium** with experience in environmental monitoring (collection and analysis of environmental samples). Offers from individual experts will not be accepted.
 - **The successful Consultant** should have the necessary expertise in terms of technical equipment and laboratories accredited in the analysis of samples for the parameters listed in Appendix 2. Alternatively, the successful Consultant should demonstrate/prove that technical equipment and laboratories accredited in the analysis of samples for the parameters listed in Appendix 2 will be used for the delivery of the tasks under this assignment.
 - **Adequate communication skills to conduct the assignment:** The successful Consultant need to demonstrate fluency in English and the languages of two Lake Ohrid littoral countries; alternatively, the Consultant should indicate the mechanism that will be used to guarantee understanding (in terms of language) of national legislation, and communication with local institutions and authorities.

(ii) The qualified offers will be evaluated based on the following (higher values in / better quality of each of the following will receive higher score):

- **Methodology and Approach:** The offer should explain the planned methodology and approach to be followed for each of the Tasks, including what sampling and analysis methodology will be used (reference to the methodology for each parameter should be enough). The Approach Note should indicate (in a Tasks Table) the experts that will be used for each of the tasks listed above. The composition of the team and the qualifications and experience of the experts in relation to the requested services should be also briefly presented.
- **Number of projects implemented:** A record of successfully implemented projects of this kind in the last 10 years is required. Experience in performing monitoring in the framework of the EU WFD will be considered an asset.
- **Composition and qualification of Team of experts:** The scope of work requires a team of experts to possess technical skills related to environmental monitoring in order to successfully implement the assignment. The table summarizing the key qualification requirements of the team members for each of the areas/sub-areas of expertise is given in the ToR; a team of experts able to respond to all areas of expertise defined in that table is mandatory (NOTE: there is no limitation on the number of experts per area of expertise).

Awarding Criterion

Best score as per the Evaluation Criteria in the CfO.

The evaluation of qualified offers will be made as follows:

Evaluation Criteria	Points (max)
Methodology and Approach	20 points
Number of relevant Projects implemented in the last 10 years	40 points
Composition and qualification of Team of experts	40 points
Total:	100 points

The score of each one of the offers received will be calculate with the following simple formula: $Sx=Cx/Ex$, where:

Cx is the amount of the Financial Offer

Ex is the total sum of the evaluation criteria points

Sx is the final score round it up to the first digit.

The selected offer will be the one with the smaller Sx

Place & Time of Offers Submission

Interested Experts shall submit their offers in a sealed envelope, **containing the Financial Offer in a separately sealed folder**, 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.

A memory stick containing the contents of the submission (**excluding the Financial Offer part**) in electronic form should be submitted as well. Offers submitted after the specified deadline 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.

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

Mr. Dimitris Faloutsos | Tel: +30-6948827451, -2103247490 (ext 300) |

e-mail: dimitris@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