

Athens, 31 August 2017

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

**Training on laboratory analyses of water samples
with emphasis on priority substances**

SUBMISSION OF OFFERS UNTILL 14th September, 2017 at 17:00 h Athens Time

MAX AVAILABLE BUDGET: 15.000 USD 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.

Description of Service

In framework of **GEF/UNDP/GWP-Med Project “Enabling Transboundary Cooperation and Integrated Water Resources Management in the Extended Drin River Basin”** Project, Component 1 “Contributing to the Consolidation of a Common Knowledge Base Extending to the Total of the Drin Basin”, GWP-Med is announcing the present Call for Offers for **Training on laboratory analyses of water samples with emphasis on priority substances.**

The training should cover sampling, samples management (storage, maintenance, preservation etc.) in the laboratory, laboratory analyses and methodologies, with hands-on experience for the trainees.

The trainees will be a group of professionals (8-10) from national institutions in the Drin Riparian Countries.

The training should be carried out fully in accordance with EU Water Framework Directive (EU WFD 2000/60/EC) and pertaining guidelines and standards.

The training should be carried out in November 2017.

The details for the work/service are defined in the Terms of Reference that accompanies the present document.

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.

Awarding Criterion

Best score as per the Evaluation Criteria in The ToR/CfO.

The evaluation of qualified offers will be made as follows:

Evaluation Criteria	Points (max)
Approach and Methodology	25 points
Plan and Schedule of the Training	25 points
CVs of experts	25 points
Certifications & References	25 points
Total:	100 points

The score of each one of the offers received will be calculated 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 .

Offer Submission

Interested Parties should submit an offer including the following:

- **Qualifications and Approach Note** (three pages maximum): explaining the approach and methodology to be followed for execution of the Training, proposed plan and schedule of the Training, the composition of the team and the qualifications and experience of the experts in relation to the requested services/topics. The Note should indicate (in a Tasks Table) the experts that will be used for each of the tasks and training listed above and provide a breakdown of planned person-days per task and expert under each task.
- **CVs of the team members / trainers.**
- **List of implemented and ongoing projects** - references.
- **Financial Offer.**
- **Official registration certificate**, VAT number registration and legal status form.

Deadline for submission of offers

SUBMISSION OF OFFERS UNTILL: September 14th, 2017 at 17:00 h Athens Time

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

Qualification and Requirements and Criteria

- (i) Failure to provide the following is considered a ground for disqualification.
- **The successful Offeror must be a registered Laboratory / Institution / Research-Scientific and/or Educational Organization**
 - **Extensive experience** in water quality and implementation of EU Water Framework Directive.
 - **Certification** for water quality analyses, with special emphasis on priority substances according to WFD.
 - **Adequate communication skills to conduct the assignment:** The Laboratory/Institution need to demonstrate fluency in English. Knowledge of some of the languages of the Riparians will be considered an asset.
- (ii) The qualified offers will be evaluated based on the following:
- **Approach and Methodology:** The Offeror should indicate the planned methodology, explaining the approach to be followed and methodology of the Training. The Approach Note should indicate (in a Tasks Table) the experts that will be used for each of the tasks listed above and provide a break-down of planned person-days per task and expert under each task/training topic. Here also the composition of the team and the qualifications and experience of the experts in relation to the requested services should be briefly presented.
 - **Plan and Schedule of the Training:** Detailed explanation on the topics to be covered, analyses presented and the timetable of the training.
 - **Composition, Expertise and Experience (years) of Team of experts:** The scope of work requires an **interdisciplinary team** of skilled professionals with previous experience in water quality assessment and analyses.
 - **Number of projects implemented and ongoing - references:** A record of successfully implemented projects of this kind in the last 10 years and ongoing.
 - Location/seat of the Laboratory/Organization will be taken into account for logistical and cost considerations and limitations.

Place & Time of Offers Submission

Interested Parties shall submit their offers in electronic form via email or by regular post, containing the Financial Offer, to GWP-Med/MIO-ECSDE

Address: 12 Kyristou 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 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 clarification on the present call for offers please contact:

Mr. Dimitris Faloutsos or Mr. Vladimir Stavric | Tel: +30-210-3247267, -2103247490
| e-mail: dimitris@gwpmed.org and vladimir.stavric@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