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Global Water Partnership – Mediterranean (GWP – Med)
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MEDITERRANEAN INFORMATION OFFICE FOR ENVIRONMENT, CULTURE AND
SUSTAINABLE DEVELOPMENT – MIO ECSDE

ANNOUNCES THE PRESENT CALL FOR OFFERS
For the

***Technical support for the Water Quality Surveillance Monitoring and
Sampling Training in the Drin River Basin in Kosovo¹***

SUBMISSION OF OFFERS UNTILL 20th of June, 2017 at 17:00 h Athens Time

MAX AVAILABLE BUDGET: 6.000 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 the Water Quality Surveillance Monitoring and Sampling Training in the Drin River Basin in Kosovo.

The Surveillance Monitoring is planned to improve the understanding of the present baseline conditions of the Drin Basin and the major transboundary concerns or more specifically, to amend and improve the existing data and information of the current state of water resources, and fill the data and info gaps.

The objective of the assignment is to conduct a Second Campaign of the Surveillance Monitoring at selected surface and groundwater bodies, analyze the samples and prepare the report. The surveillance monitoring will comprise of parameters as provided in the attached ToR. The selected expert will carry out training on sampling methodologies for the representatives of national institutions. (up to four participants).

¹ www.thegef.org

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
Number of relevant Projects	25 points
CV of expert	25 points
Total expert days	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 Experts should submit an offer including the following:

- **Qualifications and Approach Note** (three pages maximum): explaining the approach, methodology and working plan to be followed for preparation of the Monitoring Report and Training Report, the composition of the team (in case the expert will engage an additional collaborator) and the qualifications and experience of the expert in relation to the requested services. The Note should indicate (in a Tasks Table) the expert 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. It is estimated a minimum of 20 expert working days needed to fulfil the service. Additional days will be considered an asset.
- **CV of the expert**

- **List of relevant projects** along with contact details for reference checking purposes (please indicate the e-mail addresses or fax numbers of contact persons).
- **Financial Offer**
- **Tax Residence certificate**, Tax Certificate/attestation

Deadline for submission of offers

SUBMISSION OF OFFERS - UNTILL: June 20th, 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 Consultant must be a national Expert** with extensive practical experience in providing technical expertise for water monitoring of physical-chemical, heavy metals, and priority substances parameters, and related reporting; relevant international working experience in the environmental/water quality field.
- The Expert should have extensive experience with water quality monitoring, including sampling, laboratory analysis and, following to EU related operational protocols, quality check and quality control, as well as experience in providing on the job training and capacity building activities.
- The expert should have extensive experience with regard to the implementation of WF Directive requirements related to water quality monitoring.
- **Adequate communication skills to conduct the assignment:** The **Expert** needs to demonstrate fluency in English and the National language of the Riparian of focus; alternatively, the Expert should indicate the mechanism that will be used to guarantee full understanding of national legislation, and communication.
- (ii) The qualified offers will be evaluated based on the following:
- **Approach, Methodology and Working Plan:** The offer should indicate the planned methodology, explaining the approach to be followed for each of the Tasks and working plan for the preparation of the Monitoring Report and Training Report. The training report should include: sampling of water quality, with emphasis on the parameters as provided into the annex of the ToR. The Approach Note should indicate (in a Tasks Table) the expert (experts in case an additional collaborator will be engaged by the expert) 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.

- **Number of relevant projects:** A record of successfully implemented projects of this kind in the last 10 years with minimum 1 project implemented internationally is required.
- **Composition, Expertise and Experience (years) of the expert:** The scope of work requires a skilled professional expert with previous experience in similar projects/ activities. The expert should possess excellent relevant technical and drafting skills.

The areas of expertise and experience that the expert is expected to cover, is listed below:

1. Conduct the complete field work, including:
 - a. Recording of field conditions;
 - b. Sampling of water at designated locations;
 - c. In situ determinations of basic-physicochemical parameters;
 - d. Samples pretreatment for storage, preservation and transportation to the laboratory.

2. Provide trainings on sampling, identification and data interpretation related to water quality, to the institutional authorities' representatives who will attend the expert during the monitoring period.
 - a. Training on sampling
The expert/trainer will present the sampling protocols of surface and groundwater, and the procedures for samples pretreatment, storage, and preservations. The expert will present the protocols for the *in situ* determinations of certain parameters. The expert should provide guidance on quality assurance practices for field procedures. The duration of the training is 1-2 days for sampling, which will take place during the monitoring campaign within July 2017.
 - b. Training Report
The expert/trainer should provide a brief Training Report within the period indicated to timeframe of the assignment.

3. Perform the Analysis of all requested/agreed parameters in the water samples in a certified/accredited laboratory (ISO standard has to be provided by each laboratory conducting the analyses), accompanied with analyses reports; Laboratories may select any analytical method of their choice for the purpose, provided that certain minimum performance criteria are met and demonstrated in accordance with the 2009/90/EC Directive laying down, pursuant to Directive 2000/60/EC of the European Parliament and of the Council, technical specifications for chemical analysis and monitoring of water status.

4. Prepare a Comprehensive Monitoring Report of the monitoring campaign, organized as follows:
 - i. Description of Monitoring sampling sites, including a record of field conditions;
 - ii. Description of sampling procedures and potential protocol deviations in each sampling site;
 - iii. Report demonstrating laboratory's quality of analytical results;
 - iv. Input analyses results in appropriate Data-Sheet provided by PMU, including:
 1. Physical-chemical parameters;
 2. Priority substances;

- 3. Heavy metals;
 - v. Quantitative information– water level (lakes, reservoirs and groundwater) on the day of sampling/analyses and flow conditions (riverine samples) if available;
 - vi. Summary of results from the analyses, including:
 - 1. Summary per parameters;
 - 2. Summary per location (classification, setting of quality class, if and where possible);
 - 3. Potable water or not (all water sources used/abstracted for drinking water purposes)
 - vii. All laboratory reports/results should be provided in Annex, as well as in datasheets provided by PMU.
 - viii. Brief interpretation and evaluation of results.
5. The Surveillance Monitoring campaign has to be completely carried out by the Expert, including travel and accommodation arrangements, provision of sampling and sample preservation equipment and consumables, complete laboratory services.
6. The logistical arrangements for the trainees following and participating in the sampling will be arranged and financed by the PMU, in coordination with the Expert/Trainer.
- **Total number of person-days: A minimum of 20 expert days are needed. Additional days will be considered an asset.**

Place & Time of Offers Submission

Interested Experts shall submit their offers electronically to: secretariat@gwpmed.org and vladimir.stavric@gwpmed.org

Offers submitted after the specified deadline shall not be taken into consideration and shall be returned as inadmissible, without being opened.

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

The Chairman of GWP-Med/MIO-ECSDE

Prof. Michael J. Scoullos