

**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 35/2024/CP2.2 FOR OFFERS**  
**For the**

***Preparation and implementation of an online capacity building course  
for stakeholders from Mediterranean countries  
on dimensions of the Water-Energy-Food-Ecosystems Nexus***

**SUBMISSION OF OFFERS BY:** 29 October 2024, at 17:00h CET

**MAX AVAILABLE BUDGET:** USD 65.000,00 including VAT.

**AWARD CRITERION:** The most economically advantageous tender on the basis of best price / quality ratio.

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 and implementation of an online capacity building course for stakeholders from Mediterranean countries on dimensions of the Water-Energy-Food-Ecosystems Nexus in the framework of the GEF / UNEP-MAP MedProgramme Child Project 2.2 “Mediterranean Coastal Zones: Managing the Water-Food-Energy-Ecosystem NEXUS”.

The objective of the Assignment is the preparation, organisation and implementation of of an online capacity building course, consisting of 4 individual modules, on dimensions of the Water-Energy-Food-Ecosystems Nexus in the Mediterranean in a source-to-sea context.

The aim of the Assignment under the Call is to enhance the capacities of targeted policymakers and experts from key related institutions from the beneficiary countries, agencies, and local government units, in order to be able to better understand specific Nexus interlinkages and to be able to take an active role in promoting joint solutions with cross-sectoral benefits.

For a detailed description of the Assignment, please refer to the respective ToR.

## Procurement

The procurement will proceed having regard to:

- ✓ General principles of EU law on procurements.
- ✓ Internal Rules and Regulations of MIO-ECSDE/GWP-MED which can be found at <https://mio-ecsde.org/about-us/our-accountability> and at <https://www.gwp.org/en/About/who/Governance-Funding/>.
- ✓ The present CALL FOR OFFERS and its supporting documents.

## Offer Submission

Interested participants should submit their offer electronically including the following:

### Folder A containing the:

Technical Offer form (available in Annex 2)  
Solemn Self Declaration (available in Annex 1)

### Folder B (password protected) containing:

Financial offer (available in Annex 3)

**Please read carefully the section “How to submit an offer” of the present call, on how exactly you are required to submit your offer**

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.

The Contracting Authority may ask Participants to submit supporting documents concerning their offer (references, certificates, publications etc.)

The language of this procedure, the tender documents and the offers is English. Any documentation (certificates, etc) submitted in any other language should be accompanied by a translation in English, certified by a lawyer or public authority.

## Deadline for submission of offers

The **deadline** for submission of offers is set to be **29 October 2024, at 17:00h CET**.

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

The results of the present call for offers will be published at the GWP-Med Website <https://www.gwp.org/en/GWP-Mediterranean/>

## Clarifications

### 1. Clarifications on the published Call for Offers

Requests for clarifications should be submitted by email, the latest, seven (7) days before the closing date of this call for offers.

The answers / additional information will be published on the website of GWP-Med four (4) days before the closing date of this call for offers.

### 2. Clarifications during the (technical and financial) evaluation of offers

The Contracting Authority may, during the evaluation of offers, ask the Participants to provide clarifications on the documents submitted with their offers, within reasonable time.

Any clarifications and/or additional documents submitted by the Participants not in the context of a request for clarifications posed by the Contracting Authority are not taken into account for the evaluation of offers.

During the evaluation of offers the Contracting Authority, by applying the principles of equal treatment and of transparency, may request from participants, when the information or the documentation they are obliged to submit are or appear incomplete or wrong, including those in the Solemn self-declaration, to submit, to complement or to clarify the relevant information or documentation, within a time-frame of at least 10 calendar days, with a maximum of 20 calendar days from the date the participants receive the relevant request from the Contracting Authority.

## 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 1 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 participant (Natural or Legal Person or Entity) must:

- 1) Have annual turnover for the last three financial years, at least equivalent to the maximum amount of this call. As supporting documentation, the applicant must provide their official Financial Statements, stamped, and signed by the legal representative of the company.
- 2) Be enrolled in one of the official professional or trade registries at the country of registration.
- 3) Must present a minimum duration of operation of ten (10) years. Proof to be provided by the related chamber (date of registration).

**Failure to comply with the above ON/OFF requirements or to provide relevant proof with the application is considered ground for exclusion.**

### **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. This needs to be demonstrated in the Technical Offer to be submitted as part of the application. A template for the Technical Offer form is available as Annex 2.

The **Technical Offer** Form consists of the following sections:

- Section 1: Expertise and work experience
- Section 2: Approach and Methodology

#### **Regarding Section 1: Expertise and work experience:**

Participants in the call are required to have solid experience in developing and managing complex projects in the areas of capacity building/development activities on sustainable development dimensions. Participants are required to have a record of minimum 4 online capacity building courses over the last 5 years of comparable nature and degree of complexity to the current assignment, which were hosted in a user-friendly online platform accessible to at least 50 registered users, including features for interactions (e.g. messages, forums) knowledge management, coordination, monitoring and evaluation.

The scope of work requires an interdisciplinary team of skilled experts with previous experience in activities similar to those that this assignment entails. The required qualifications for all experts to be engaged in this assignment are presented 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.

Qualifications additional to the minimum requested per category will receive additional score under the evaluation process as described in the section Evaluation Process and Awarding Criterion. In addition, the Participant may propose -as they deem appropriate- additional experts covering other specific areas of expertise.

**Failure to provide the minimum required qualifications is considered ground for disqualification.**

**Table 1 – Required qualifications for the Team of Experts**

Expert #	Area of expertise	Qualifications
1	<b>Capacity Development Specialist (Team Leader)</b>	<ul style="list-style-type: none"> <li>• A minimum of 10 years of professional experience in the implementation of Capacity Building</li> </ul>

		<p>activities, including the design of Course modules and development of training manuals <b>(Required – Evaluated)</b>.</p> <ul style="list-style-type: none"> <li>• Coordination of a minimum of 5 Capacity Building activities directly related to the sustainable and integrated management of natural resources (e.g. water, land, energy, ecosystems) in the past 5 years. <b>(Required – Evaluated)</b>.</li> </ul>
2	<b>IWRM Capacity Building expert</b>	<ul style="list-style-type: none"> <li>• A minimum of a Master's degree (MSc or equivalent) in Civil or Environmental or Hydraulic Engineering, or Natural Resources Management, or a directly related field <b>(Required – ON / OFF)</b>.</li> <li>• Excellent oral and written communication skills in English <b>(Required – ON / OFF)</b>.</li> <li>• A minimum of 10 capacity building activities on IWRM or the sustainable management of natural resources implemented in the past 10 years <b>(Required – Evaluated)</b>.</li> <li>• A minimum of 8 years of professional experience focusing in the Mediterranean Region. <b>(Desired– Evaluated)</b>.</li> </ul>
3	<b>WEFE Nexus expert</b>	<ul style="list-style-type: none"> <li>• A minimum of a Master's degree (MSc or equivalent) in Civil or Environmental or Hydraulic Engineering, or Natural Resources Management, or a directly related field <b>(Required – ON / OFF)</b>.</li> <li>• Excellent oral and written communication skills in English <b>(Required – ON / OFF)</b>.</li> <li>• A minimum of 8 years of professional experience directly related to the WEFE Nexus. <b>(Required – Evaluated)</b>.</li> <li>• A minimum of 8 years of professional experience focusing in the Mediterranean Region. <b>(Desired– Evaluated)</b>.</li> </ul>
4	<b>Environment / Climate Change Expert</b>	<ul style="list-style-type: none"> <li>• A minimum of a Master's degree (MSc or equivalent) in Civil or Environmental Engineering, or Natural Resources Management, or a directly related field <b>(Required – ON / OFF)</b>.</li> <li>• Excellent oral and written communication skills in English <b>(Required – ON / OFF)</b>.</li> <li>• A minimum of 10 years of professional experience directly related to Climate change and/or Environmental protection. <b>(Required – Evaluated)</b>.</li> <li>• A minimum of 8 years of professional experience focusing in the Mediterranean Region. <b>(Desired– Evaluated)</b>.</li> </ul>
5	<b>Agriculture / irrigation Expert</b>	<ul style="list-style-type: none"> <li>• A minimum of a Master's degree (MSc or equivalent) in Agriculture or Environmental Engineering, or Natural Resources Management, or a directly related field <b>(Required – ON / OFF)</b>.</li> <li>• Excellent oral and written communication skills in English <b>(Required – ON / OFF)</b>.</li> </ul>

	<ul style="list-style-type: none"> <li>• A minimum of 10 years of professional experience directly related to agriculture and/or irrigation. <b>(Required – Evaluated).</b></li> <li>• A minimum of 8 years of professional experience focusing in the Mediterranean Region. <b>(Desired– Evaluated).</b></li> </ul>
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### Awarding Criterion and Evaluation process

The Award criterion is the most economically advantageous tender considering the best price / quality ratio.

Offers that meet the exclusion grounds and selection criteria will undergo further evaluation, focusing on the requirements outlined in the "Qualification and Experience" section, as follows:

(1) Criterion	(2) Weighting (w)	(3) Points of criterion (c)	(4) Score= (2) x (3)
<b>Section 1: Expertise and work experience</b>	<b>70% of total</b>		
Participants are required to have a record of minimum 4 online capacity building courses over the last 5 years of comparable nature and degree of complexity to the current assignment, which were hosted in a user-friendly online platform accessible to at least 50 registered users, including features for interactions (e.g. messages, forums) knowledge management, coordination, monitoring and evaluation. <b>(Required – Evaluated).</b>	15%		
<b>Expert #1 Capacity Development Specialist (Team Leader)</b>	15%		
<ul style="list-style-type: none"> <li>• A minimum of 10 years of professional experience in the implementation of Capacity Building activities, including the design of Course modules and development of training manuals <b>(Required – Evaluated).</b></li> </ul>	10%		
<ul style="list-style-type: none"> <li>• Coordination of a minimum of 5 Capacity Building activities directly related to the sustainable and integrated management of natural resources (e.g. water, land, energy, ecosystems) in the past 5 years. <b>(Required – Evaluated).</b></li> </ul>	5%		
<b>Expert #2 IWRM Capacity Building expert</b>	10%		
<ul style="list-style-type: none"> <li>• A minimum of a Master's degree (MSc or equivalent) in Civil or Environmental or Hydraulic Engineering, or Natural Resources Management, or a directly related field <b>(Required – ON / OFF).</b></li> </ul>	ON/OFF		
<ul style="list-style-type: none"> <li>• Excellent oral and written communication skills in English <b>(Required – ON / OFF).</b></li> </ul>	ON/OFF		
<ul style="list-style-type: none"> <li>• A minimum of 10 capacity building activities on IWRM or the sustainable management of natural</li> </ul>	7%		

resources implemented in the past 10 years <b>(Required – Evaluated).</b>			
• A minimum of 8 years of professional experience focusing in the Mediterranean Region. <b>(Desired– Evaluated).</b>	3%		
<b>Expert #3 WEFE Nexus expert</b>	<b>10%</b>		
• A minimum of a Master's degree (MSc or equivalent) in Civil or Environmental or Hydraulic Engineering, or Natural Resources Management, or a directly related field <b>(Required – ON / OFF).</b>	ON/OFF		
• Excellent oral and written communication skills in English <b>(Required – ON / OFF).</b>	ON/OFF		
• A minimum of 8 years of professional experience directly related to the WEFE Nexus. <b>(Required – Evaluated).</b>	7%		
• A minimum of 8 years of professional experience focusing in the Mediterranean Region. <b>(Desired– Evaluated).</b>	3%		
<b>Expert #4 Environment / Climate Change Expert</b>	<b>10%</b>		
• A minimum of a Master's degree (MSc or equivalent) in Civil or Environmental Engineering, or Natural Resources Management, or a directly related field <b>(Required – ON / OFF).</b>	ON/OFF		
• Excellent oral and written communication skills in English <b>(Required – ON / OFF).</b>	ON/OFF		
• A minimum of 10 years of professional experience directly related to Climate change and/or Environmental protection. <b>(Required – Evaluated).</b>	7%		
• A minimum of 8 years of professional experience focusing in the Mediterranean Region. <b>(Desired– Evaluated).</b>	3%		
<b>Expert #5 Agriculture / irrigation Expert</b>	<b>10%</b>		
• A minimum of a Master's degree (MSc or equivalent) in Agriculture or Environmental Engineering, or Natural Resources Management, or a directly related field <b>(Required – ON / OFF).</b>	ON/OFF		
• Excellent oral and written communication skills in English <b>(Required – ON / OFF).</b>	ON/OFF		
• A minimum of 10 years of professional experience directly related to agriculture and/or irrigation. <b>(Required – Evaluated).</b>	7%		
• A minimum of 8 years of professional experience focusing in the Mediterranean Region. <b>(Desired– Evaluated).</b>	3%		
<b>Section 2: Approach and Methodology</b>	<b>30% of total</b>		
The approach to the requested Assignment will include a detailed description of the methodology to achieve all objectives and tasks, deliver all outputs as described in	25%		

the Terms of Reference, and consider the appropriateness to local conditions. <b>(Required)</b> .			
Risks and Mitigation Measures: description of the potential risks associated with the implementation of the Assignment, which have the potential to hinder the successful achievement and timely completion of anticipated outcomes, as well as compromise their quality. This will also entail a description of the counteractive measures that will be implemented to mitigate these risks. <b>(Required)</b> .	5%		

**Failure to provide the minimum requirements in any of the above is considered ground for disqualification**

**Scoring** for each evaluated section will be made as following:

**Section 1 – Expertise and work experience:** 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 those required as a minimum. (100p Base +10p for extra criteria over base up to 50 additional points)

**Section 2 – Approach and Methodology:** score starts at 100 points and can reach 150 points depending on the length, detail, depth, and structure of the information provided.

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 80%, and the financial offer with 20%.

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

$$\Lambda_i = 0.8 * (B_i/B_{max}) + 0.2 * (K_{min}/K_i).$$

Where:

- Bmax: the max score received by the best of the technical offers received
- Bi: the score of the technical offer
- Kmin: The cost of the financial offer with the minimum price offered.
- Ki: The cost of the financial offer

The most advantageous offers is the one with the greater value of  $\Lambda$ .

In case of equality of overall scores, the winning 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 6 months.

## Contract Price, Deliverables and Schedule of Payment

The maximum fee for this assignment is 65.000,00USD. 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.

For a detailed description of Tasks, please refer to the ToR. Deadlines to be possibly adapted based on the actual dates that the workshops will take place.

Schedule of payments:

**Completion and delivery of deliverable 1:** 20% of total contract amount

**Completion and delivery of deliverables 2-7:** 40% of total contract amount

**Completion and delivery of deliverables 8-9:** 40% of total contract amount

GWP-Med may order additional services from the successful candidate to complement the task described in the ToR if specific needs arise that cannot be anticipated at this moment. In any case the value of any additional service requested cannot exceed 50% of the amount of the present call.

**The successful consultant must Provide before contract signature.**

- 1) **Certification of payment of Taxes,**
- 2) **Certification of payment of Social Insurance contributions.**

## 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 Participants 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 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.

## How to submit an Offer

**The submission of offers can will be done electronically via e-mail.**

Therefore, you are kindly requested to prepare and send an email to [procurement@gwpmmed.org](mailto:procurement@gwpmmed.org) writing in the email subject line: Call for Offers 35/2024/CP2.2 , before the above-mentioned closing date for submission of offers the following two folders:

1. A compressed folder (**Folder A**) (.zip or .rar) containing the technical offer, the Solemn Declaration and any other supporting documents
2. **A password-protected compressed folder(Folder B) (.zip or .rar)** containing only your financial offer. The password for opening the password protected folder with your financial offer should be sent to the same email address ONLY at the request of the contracting Authority which will send a follow up email to all participants that their technical offer has passed the technical evaluation.

**In case the password is sent together with the offer file, the offer will be rejected.**

**In case the financial offer is not password protected, the offer will be rejected.**

Offers submitted after the specified date and time shall not be taken into consideration.

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, Senior Programme Officer

Email: [tassos@gwpmed.org](mailto:tassos@gwpmed.org)

The present call for offers 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. Scoullas