

Athens 18 November 2020

**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**

**CALL FOR OFFERS
FOR THE PROVISION OF**

**A. AUDIT SERVICES FOR THE FINANCIAL STATEMENTS OF GWP-MED FOR THE
PERIOD 1/1/2020 to 31/12/2022 (3 financial years)**

**B. AUDIT SERVICES FOR VERIFICATION OF FINANCIAL REPORTS OF SPECIFIC GWP-
MED PROJECTS FOR THE PERIOD 2020-2022**

SUBMISSION OF OFFERS BY: 4TH of December 2020

MAX AVAILABLE BUDGET: 26.300 € plus VAT divided per Part A and Part B as follows:

PART A.

15.300 € plus VAT for all 3 years in total

PART B.

B.1.: 3.000 € plus VAT in total for Audit of 2 financial Reports for the NEXUS projects for the years 2020 and 2021

B.2.: 8.000 € plus VAT in total for Audit of 3 financial Reports for the SIDA I & II projects for the years 2020, 2021 and 2022

These amounts includes all costs, income taxes and any other amount payable or cost that may be required for the completion of the services.

Description of Work/Service

In the context of its annual program activities, GWP-Med is announcing the present Call for Offers for the provision of **AUDIT SERVICES:**

A. for its Annual Financial Statements for the periods 1/1 – 31/12/2020, 1/1-31/12/2021, 1/1-31/12/2022 (3 years – 3 Financial Statements).

Expected Annual Turnover for the year ending 31 December 2020:

Euro 3,5 to 4,2 mil

Expected Annual Turnover for the years ending 31/12/2021 and 31/12/2022: Euro 4 mil

The details for the requested audit services are defined in ANNEX I of the present document.

B. for the Financial Reports of specific Project as described below:

1. **ADA-NEXUS Project** - 8337-00/2016 entitled "*Promoting Sustainable Management of Natural Resources in South East Europe, through the use of the Nexus approach*" for **2 Annual Financial Reports for the years 2020 and 2021 (two reports)**.

Total Project Budget for the two years 2020 and 2021: Euro 1,2 mil

The details for the requested audit services is provided in ANNEX 2 as "Guidelines for Expenditure Verifications of projects (co-)financed by the Austrian Development Agency (ADA)".

2. **SIDA I & II Projects** entitled: "*Implementation of UfM Water Agenda-Making Water Cooperation Happen in Middle East & North Africa – MENA Water Matchmaker 2*" for **3 Annual Financial Reports for the years 2020, 2021 and 2022**. Project SIDA I will contribute with expenses to be certified only for the first report for the year 2020.

Project Budget for the year 2020 for SIDA 1 and SIDA 2: Euro 0,8 mil

Project Budget for the years 2021 and 2022 for SIDA 2: Euro 1,5 mil

The details for the service is provided in ANNEX 3 as guidelines provided by the Donors SIDA and UfM.

Applicants may submit their offers for both Parts Part A and Part B or they may submit an offer for only one of the two Parts either for Part A or for Part B.

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

The Most Advantageous Offer with award criterion the lowest price.

Deadline for submission of offers

The deadline for submission of offers is set to be **Friday 4th of December 2020**.

The successful applicant will be informed within 2 working days following the submission deadline.

Place & Time of Offers Submission

Interested Parties shall submit their offers - either for both Parts or for only one of for Part A or for Part B - in a 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.

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.

Due to the COVID -19 restrictions currently applied and as the circumstances are exceptional offers can also be submitted by e-mail in a pdf file send to the following email: alexis.filias@gwpmmed.org by the above set deadline.

Grounds for exclusion – disqualification (ON/OFF)

Participants to this call for offers shall be excluded from the procurement process:

- a) If they have been convicted of one of the following legal offences: Participation in a criminal organization; Corruption; Bribery; Fraud; Money laundering, Terrorist; Child labour and human trafficking;
- b) if they are included in the UNDP List 1267/1989 or the UN Ineligibility List;
- c) if they have not fulfilled their obligations relating to the payment of social security contributions;
- d) If they have not fulfilled their obligations relating to the payment of taxes and dues.

Please refer to the Solemn Self-Declaration Statement in Annex 5 which should be filled in, signed and submitted with the as indicated.

Failure to comply with the requirements included in the Self Declaration is considered ground for exclusion.

Selection Criteria (Pass/Fail)

1. The interested applicant - audit companies must have a professional license and be members of the Body of Certified Public Accountants (SOEL) established by article 1 of p.d. 226/1992 (A '120).
2. Previous experience in certifying financial statements of civil non-profit societies in the last 3 years and /or projects financed by international organizations. To demonstrate experience participants are requested to submit a table of related audits performed in the last 3 years (at least 5 related audits).

Non-compliance with the minimum requirements is considered ground for disqualification and offer rejection.

Documents to be submitted

1. Copy of professional license and registration in SOEL
2. Indicative table of customers / programs certified.
3. Tables with Financial Offer as given in Annex 4
4. Simplified Self Declaration signed as given in Annex 5

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 bidders 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 Bidders / Participants any compensation for expenses or other positive or consequential damages that may have been incurred by their participation in the proceedings.

For any clarification on the present call for offers please address:

Mr. Alexis Filias | e-mail: alexis.filias@gwpmed.org

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

The Chairman

Prof. Michael J. Scullos

