

SERVICE CONTRACT NOTICE

Social Development Centers (SDCs) Performance Criteria

Lebanon

1. Reference

AID9574.12.10/SERV.7/7.20

2. Procedure

Simplified

3. Programme title

The National Programme for Local Socioeconomic Development (AID 9574)

4. Financing

The project is financed by the Italian Government through the Italian Agency for Development Cooperation (AICS), in accordance with the rules of decree (agreement between the Italian Republic represented by the Embassy of Italy and the Lebanese Republic represented by the Ministry of Social Affairs concerning the National Programme for Local Socioeconomic Development)no. 6583 dated 13.10.2011(AID9574), budget line: 21

5. Contracting authority

Lebanon- Ministry of Social Affairs

CONTRACT SPECIFICATION

6. Nature of contract

Global price

7. Contract description

The Ministry of Social Affairs assumes appropriate to improve the SDCs services within a reform-based plan to develop the institutional framework of the social development centers (SDCs). The plan aims at delivering high-quality integrated primary social and health services, and promoting local development. Thus, it will lead to better response to the local needs and build the trust of the communities towards the SDCs of MoSA.

The "National Programme for Local Socioeconomic Development" is working towards strengthening the SDCs capacities by implementing results-based interventions that will contribute to the SDCs scaling-up. The main activities are Web-based networks to link the SDCs with MoSA, SDCs Geolocalization, and social service-providers-mapping.

For the improvement of the SDCs, MoSA considers that it is necessary to set up a performance criteria for the SDC, including engineering standards guidelines taking into consideration the SDC role and the emerging needs at local level.

Accordingly, the subject of this contract is the provision of social and public health consultancy to

f.y

develop the performance criteria that will be adopted by MoSA and implemented in some SDCs before being extended to all SDCs of MoSA in different Lebanese areas.

8. Number and titles of lots

One lot only

9. Maximum budget

The maximum total available budget is LBP 100,000,000 VAT excluded.

CONDITIONS OF PARTICIPATION

10. Eligibility

Participation is open to all legal persons [participating either individually or in a grouping (consortium) of tenderers] which are established in a Member State of the European Union or in a country or territory of the regions covered and/or authorised by the specific instruments applicable to the programme under which the contract is financed(see item 23 below).Participation of natural persons is directly governed by the specific instruments applicable to the programme under which the contract is financed.

11. Number of tenders

No more than one tender can be submitted by a natural or legal person whatever the form of participation(as an individual legal entity or as leader or member of a consortium submitting a tender). In the event that a natural or legal person submits more than one tender, all tenders in which that person has participated will be excluded.

12. Grounds for exclusion

As part of the tender, tenderers must submit a signed declaration, included in the tender form, to the effect that they are not in any of the exclusion situations listed in Section 2.6.10.1. of the practical guide.

Tenderer included in the lists of EU restrictive measures (see Section 2.4. of the PRAG) at the moment of the award decision cannot be awarded the contract.

13. Sub-contracting

Subcontracting is not allowed.

PROVISIONAL TIMETABLE

14. Provisional commencement date of the contract

Starting from the contract signature.

15. Implementation period of the tasks

100 days within Five Months.

SELECTION AND AWARD CRITERIA

16. Selection criteria

The following selection criteria will be applied to the tenderers. In the case of tenders submitted by a consortium, these selection criteria will be applied to the consortium as a whole, if not specified otherwise. The selection criteria will not be applied to natural persons and single-member companies when they are sub-contractors.

1) Economic and financial capacity of the tenderer (based on item 3 of the tender form). In case of tenderer being a public body, equivalent information should be provided. The reference period which will be taken into account will be the last three financial years for which accounts have been closed.

- The average annual turnover of the candidate must exceed 40,000,000 LBP for the last three years for which accounts have been closed.

2) Professional capacity of the tenderer (based on items 4 of the tender form).

The reference period which will be taken into account will be the last three years preceding the submission deadline.

- At least 3 staff must work for the tenderer.

3) Technical capacity of tenderer (based on items 5 and 6 of the tender form). The reference period which will be taken into account will be the last three years preceding the submission deadline.

- the tenderer has provided similar services in this field under at least 3 contracts.

Previous experience which would have led to breach of contract and termination by a contracting authority shall not be used as reference. This is also applicable concerning the previous experience of experts required under a fee-based service contract.

An economic operator may, where appropriate and for a particular contract, rely on the capacities of other entities, regardless of the legal nature of the links which it has with them. It must in that case prove to the contracting authority that it will have at its disposal the resources necessary for the performance of the contract by producing a commitment by those entities to place those resources at its disposal. Such entities, for instance the parent company of the economic operator, must respect the same rules of eligibility - notably that of nationality - and must comply with the selection criteria for which the economic operator relies on them. Furthermore, the data for this third entity for the relevant selection criterion should be included in the tender in a separate document. Proof of the capacity will also have to be provided when requested by the contracting authority. With regard to technical and professional criteria, an economic operator may only rely on the capacities of other entities where the latter will perform the services for which these capacities are required. With regard to economic and financial criteria the entities upon whose capacity the tenderer relies become jointly and severally liable for the performance of the contract.

17. Award criteria

Best price-quality ratio.

TENDERING

18. Deadline for receipt of tenders

The deadline for receipt of tenders is specified in point 8 of the instruction to tenderers.

19. Tender format and details to be provided

Tenders must be submitted using the standard tender form for simplified procedures, the format and instructions of which must be strictly observed. The tender form is available from the following internet address :<http://ec.europa.eu/europeaid/prag/annexes.do?group=B>, under the zip file called Simplified Tender dossier.

The tender must be accompanied by a declaration on honour on exclusion and selection criteria using the template available from the following Internet address:

<http://ec.europa.eu/europeaid/prag/annexes.do?chapterTitleCode=A>

Any additional documentation (brochure, letter, etc.) sent with a tender will not be taken into consideration.

20. How tenders may be submitted

Tenders must be submitted in English exclusively to the contracting authority, using the means specified in point 8 of the instructions to tenderers. Tenders submitted by any other means will not be considered.

By submitting a tender tenderers accept to receive notification of the outcome of the procedure by electronic means.

21. Alteration or withdrawal of tenders

Tenderers may alter or withdraw their tenders by written notification prior to the deadline for submission of tenders. No tender may be altered after this deadline.

Any such notification of alteration or withdrawal shall be prepared and submitted in accordance with point 9 of the instructions to tenderers. The outer envelope (and the relevant inner envelope if used) must be marked 'Alteration' or 'Withdrawal' as appropriate.

22. Operational language

All written communications for this tender procedure and contract must be in English.

23. Legal basis

Decree no. 6583 dated 13.10.2011(AID9574) (agreement between the Italian Republic represented by the Embassy of Italy and the Lebanese Republic represented by the Ministry of Social Affairs concerning the National Programme for Local Socioeconomic Development).

24. Additional information

Financial data to be provided by the candidate in the standard application form must be expressed in Lebanese Pounds.

The opening hours of MoSA is from 8:00 AM to 3.30 PM.