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**BD-Dhaka: DCI — technical assistance to the Department of
Women Affairs for the food and livelihood security project**

2011/S 64-102728

Location: Asia — Bangladesh

Service procurement notice

Common procurement vocabulary (CPV):

Main object:

71356200 Technical assistance services

Additional object(s):

75130000 Supporting services for the government

1. **Publication reference:**

EuropeAid/131108/C/SER/BD.

Internet address(es):

General address of the contracting authority: <https://webgate.ec.europa.eu/europeaid/online-services/index.cfm?do=publi.welcome>

2. **Procedure:**

Restricted.

3. **Programme:**

DCI.

4. **Financing:**

Financing agreement.

5. **Contracting authority:**

European Union, represented by the European Commission, on behalf of and for the account of the beneficiary countries, Dhaka, BANGLADESH.

6. **Nature of contract:**

Fee-based.

7. **Contract description:**

A technical assistance team will assist the Department of Women Affairs (DWA) in the implementation of the food and livelihood security project (FLS). The main objective of FLS is to improve the food security and livelihoods of 50 000 ultra-poor female-headed households, and 30 000 ultra-poor marginal farmer and sharecropper households in the south-western part of Rajshahi Division. Services to be provided include:

- assist DWA in tasks related to planning, monitoring, reporting on project components, procurement, and financial management,
- facilitate coordination and liaison with all stakeholders at headquarters and field levels,
- assist in conducting baseline, impact and issue-based studies,
- build capacity of FLS project task force (PTF) staff and counterpart DWA staff.

8. **Numbers and titles of lots:**

The contract is divided into lots: No, 1 lot only.

9. **Budget:**

Maximum budget: 1 500 000 EUR.

10. **Scope for additional services:**

The contracting authority may, at its own discretion, extend the project in duration and/or scope, subject to the availability of funding, up to a maximum not exceeding the length and value of the initial contract. Any extension of the contract would be subject to satisfactory performance by the contractor.

Conditions of participation

11. **Eligibility:**

Participation is open to all legal persons (participating either individually or in a grouping (consortium) of candidates) 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 also item 29 below). Participation is also open to international organisations. The participation of natural persons is governed by the specific instruments applicable to the programme under which the contract is financed.

In addition Australia is granted reciprocal access to this project.

12. **Candidature:**

All eligible natural and legal persons (as per item 11 above) or groupings of such persons (consortia) may apply. A consortium may be a permanent, legally-established grouping or a grouping which has been constituted informally for a specific tender procedure. All members of a consortium (i.e., the leader and all other members) are jointly and severally liable to the contracting authority.

The participation of an ineligible natural or legal person (as per item 11) will result in the automatic exclusion of that person. In particular, if that ineligible person belongs to a consortium, the whole consortium will be excluded.

13. **Number of applications:**

No more than 1 application 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 an application). In the event that a natural or legal person submits more than 1 application, all applications in which that person has participated will be excluded.

14. **Shortlist alliances prohibited:**

Any tenders received from tenderers having a different composition than the ones on the application forms will be excluded from this restricted tender procedure, unless prior approval from the contracting authority has been obtained — see PRAG 2.4.3. Shortlisted candidates may not form alliances or subcontract to each other for the contract in question.

15. **Grounds for exclusion:**

As part of the application form, candidates must submit a signed declaration, included in the standard application form, to the effect that they are not in any of the exclusion situations listed in Section 2.3.3 of the 'Practical Guide to contract procedures for EU external actions'.

16. **Subcontracting:**

Subcontracting is not allowed.

17. **Number of candidates to be shortlisted:**

On the basis of the applications received, at least 4 and at most 8 candidates will be invited to submit detailed tenders for this contract. If the number of eligible candidates meeting the selection criteria is less than the minimum of 4, the contracting authority may invite the candidates who satisfy the criteria to submit a tender.

Provisional timetable

18. **Provisional date of invitation to tender:**
18.5.2011.
19. **Provisional commencement date of the contract:**
1.9.2011.
20. **Initial period of implementation of tasks:**
Duration in months: 32.

Selection and award criteria

21. **Selection criteria:**

Same criteria for legal and natural person.

The following selection criteria will be applied to candidates. In the case of applications submitted by a consortium, these selection criteria will be applied to the consortium as a whole:

1) Economic and financial capacity of candidate:

In the case of the applicant being a public body equivalent information should be provided:

1. the average annual turnover of the candidate must exceed 3 times the annualised maximum budget of the contract (i.e., the maximum budget stated in the procurement notice divided by the initial contract duration in years, where this exceeds 1 year); and
2. the averages of cash and cash equivalents at the beginning and end of year are positive; and
3. the average net cash from operating, investing and financing activities is positive.

2) Professional capacity of candidate:

1. at least 15 staff have worked for the applicant in fields related to this contract during the last 3 years (including this year); and
2. at least 10 % of all staff working for the candidate this year in fields related to this contract are permanent; and
3. fields of specialisation include at least capacity building of government institutions, livelihood development and food security.

3) Technical capacity of candidate:

1. the candidate has worked successfully on at least 2 projects, with a budget of at least that of this contract, in fields related to this contract, which were implemented at any moment during the 3 years preceding the submission deadline;
2. the candidate has worked in south Asia during the 3 years preceding the submission deadline.

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. Some examples of when it may not be considered appropriate by the contracting authority are when the tenderers rely in majority on the capacities of other entities or when they rely on key criteria. If the candidate relies on other entities it must in that case prove to the contracting authority that it will have at its disposal the resources necessary for performance of the contract, for example by producing an undertaking on the part of 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 and notably that of nationality, as the economic operator. 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 furnished when requested by the contracting authority.

If more than 8 eligible candidates meet the above selection criteria, the relative strengths and weaknesses of the applications of these candidates must be re-examined to identify the 8 best applications for the tender procedure. The only factors which will be taken into consideration during this re-examination are:
work experience in Bangladesh;
number of permanent staff working in fields related to this contract.

22. **Award criteria:**
Best value for money.

Application

23. **Deadline for receipt of applications:**
10.5.2011 (16:00), local time.
Any application received after this deadline will not be considered.
24. **Applications format and details to be provided:**
Applications must be submitted using the standard application form, the format and instructions of which must be strictly observed. The application form is available at the following Internet address: http://ec.europa.eu/europeaid/work/procedures/implementation/services/index_en.htm
Any additional documentation (brochure, letter, etc.) sent with an application will not be taken into consideration.
25. **How applications may be submitted:**
Applications must be submitted exclusively to the contracting authority in the following language — English:
— either by recorded delivery (official postal service) to:
Delegation of the European Union to Bangladesh, EuropeAid/131108/C/SER/BD, Plot 7, Road 84, Gulshan 2, 1212 Dhaka, BANGLADESH,
— or hand-delivered (including courier services) directly to the contracting authority in return for a signed and dated receipt to:
for the attention of: Delegation of the European Union to Bangladesh, EuropeAid/131108/C/SER/BD. Tel. +880 28824730.
Opening hours: 8:30–16:00.
As in abovementioned address.
The contract title and the publication reference (see item 1 above) must be clearly marked on the envelope containing the application and must always be mentioned in all subsequent correspondence with the contracting authority.
Applications submitted by any other means will not be considered.
26. **Alteration or withdrawal of applications:**
Candidates may alter or withdraw their applications by written notification prior to the deadline for submission of applications. No applications may be altered after this deadline.
Any such notification of alteration or withdrawal shall be prepared and submitted in accordance with item 25. The outer envelope (and the relevant inner envelope if used) must be marked 'Alteration' or 'Withdrawal' as appropriate.
27. **Operational language:**
All written communications for this tender procedure and contract must be in English.
28. **Date of publication of contract forecast notice:**
11.3.2011.
Notice number in OJ: [2011/S 49-079369](#).
29. **Legal basis:**
Regulation (EC) No 1905/2006 of the European Parliament and of the Council of 18.12.2006.
30. **Additional information**
31. **Date of dispatch of this notice:**
21.3.2011.