

CALL FOR EXPRESSION OF INTEREST
FOR A SIMPLIFIED
PROCEDURE FORSEEN BY SECTION 2.6.4 OF THE “PRACTICAL GUIDE
FOR PROCUREMENT AND GRANTS FOR EUROPEAN UNION EXTERNAL ACTIONS” FOR
**MONITORING AND EVALUATION SERVICES FOR
DELPAZ MANICA AND TETE SUB-PROGRAMME,**

FINANCED BY THE EUROPEAN UNION AND IMPLEMENTED BY THE ITALIAN AGENCY
FOR DEVELOPMENT COOPERATION (AICS) – MAPUTO REGIONAL OFFICE

Mozambique

Reference:	CIG Z3D3DCC378
Programme:	Sub-Programme for the Provinces of Manica and Tete of “DELPAZ - Local Development for the Consolidation of Peace in Mozambique” (FED/2020/419-614 and FED/2022/431-433)
Contracting Authority:	Italian Agency for Development Cooperation (AICS) – Maputo Regional Office
Period:	8 months
Budget:	The maximum price of the tender is EUR 80.000 (excluding VAT).

1. Background

- The Italian Agency for Development Cooperation (AICS) – Maputo Regional Office (AICS Maputo) is currently implementing as executing agency (under indirect management modality) the **DELPAZ Manica and Tete Sub-Programme**, financed by the European Union. This sub-programme is part of the DELPAZ initiative, implemented in the provinces of Manica, Tete and Sofala, in collaboration with the Austrian Development Agency (ADA) and the United Nations Capital Development Fund (UNCDF).
- The overall objective of DELPAZ is “to contribute towards the consolidation of peace at the subnational levels in Mozambique” with focus on the conflict-affected districts.
- AICS Maputo, through a Programme Management Unit (PMU) and its partners, is implementing a local economic development activity that will contribute to peace and reconciliation at local levels through socially inclusive livelihood improvements and community development in eight (8) conflict affected districts in Manica (**Gondola, Bárue, Macossa, Guro and Tambara**) and Tete Provinces (**Moatize, Tsangano and Doa**).
- The expected output of AICS action in Manica and Tete Province are: 2.1) Enhanced public investment and service provision in selected districts and rural municipalities; 2.3) Increased adoption of climate smart and productivity enhancing agriculture technologies and practices by conflict affected communities, 2.3) Enhanced market integration and off-farm economic activities of conflict affected communities.

2. Purpose

- AICS Maputo intends to set-up a list of eligible and qualified service providers to be invited based on the applicable EU-PRAG procedures to submit their best offer for the “Monitoring and evaluation services for DELPAZ Manica and Tete Sub-programme”, financed by the EU and implemented by the Italian Agency for Development Cooperation (AICS) – Maputo Regional Office.

3. Services

- The day-to-day technical and financial implementation monitoring of the Action will be a continuous process and part of the responsibility of AICS PMU in collaboration with the provincial and district governments, as well as grantees and contractors.
- In addition, DELPAZ programme has established, under UNCDF’s responsibility, a global results-based monitoring and evaluation system aiming at monitoring inputs and outputs and evaluating the outcomes, harmonised among different DELPAZ implementing partners.
- AICS is seeking technical assistance in ensuring the collection and validation, also through digital tools, of monitoring data of output indicators relevant to the subprogramme area of work in the Provinces of Manica and Tete, in line with the M&E DELPAZ Manual (*jointly agreed methodology and indicators*) established for the programme. Reports shall be laid out in compliance with what is established in the manual.
- Mid-term evaluations will be carried out for problem solving and learning purposes. The final evaluations will be carried out for accountability and learning purposes at various levels. The results of mentioned evaluations will be shared with the European Union prior to the commencement of the EU evaluation mid-term and final evaluation mission.
- The experts are bound by a declaration of impartiality and confidentiality to be signed before starting the contract. If any applicant believes there might be a situation of conflict of interests in relation to one or more applicants, the applicant must inform the contracting authority immediately. In addition, strict confidentiality is required from the expert involved in the implementation of the assignments.

4. Eligibility

- Participation to the expression of interests is open on equal terms to all natural and legal persons (participating either individually or in a grouping – consortium – of candidates) which are established in one of the Member States of the European Union, ACP States or in a country or territory authorised by the ACP-EC Partnership Agreement under which the contract is financed. Participation is also open to international organisations.

For UK candidates: Please be aware that following the entry into force of the EU-UK Withdrawal Agreement* on 1 February 2020 and in particular Articles 127(6), 137 and 138, the references to natural or legal persons residing or established in a Member State of the European Union and to goods originating from an eligible country, as defined under Regulation (EU) No 236/2014** and Annex IV of the ACP-EU Partnership Agreement***, are to be understood as including natural or legal persons residing or established in, and to goods originating in, the United Kingdom ****. Those persons and goods are therefore eligible under this call.

* Agreement on the withdrawal of the United Kingdom of Great Britain and Northern Ireland from the European Union and the European Atomic Energy Community.

** Regulation (EU) No 236/2014 of the European Parliament and of the Council of 11 March 2014 laying down common rules and procedures for the implementation of the Union's instruments for financing external action.

*** Annex IV to the ACP-EU Partnership Agreement, as revised by Decision 1/2014 of the ACP-EU Council of Ministers (OJ L196/40, 3.7.2014).

**** Including the Overseas Countries and Territories having special relations with the United Kingdom, as laid down in Part Four and Annex II of the TFEU

- Eligible service providers will be excluded from participation in procurement procedures if:
 - a) they are bankrupt or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are the subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations;
 - b) they, or persons having powers of representation, decision making or control over them, have been convicted of an offence concerning their professional conduct by a judgment of a competent authority of an EU Member State or other countries covered by the European Development Fund (EDF) which has the force of res judicata (i.e. against which no appeal is possible);
 - c) they have been guilty of grave professional misconduct proven by any means which the Contracting Authority can justify, including by decisions of the European Investment Bank and international organizations;
 - d) they are not in compliance with their obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they are established or with those of the country of the Contracting Authority or those of the country where the contract is to be performed;
 - e) they, or persons having powers of representation, decision making or control over them, have been the subject of a judgment which has the force of res judicata for fraud, corruption, involvement in a criminal organization, money laundering or any other illegal activity, where such an illegal activity is detrimental to the EU's financial interests;
 - f) they are currently subject to an administrative penalty referred to in Article 103(1) of the Financial Regulation (for budget-funded programmes)/Article 99 of the Financial Regulation (for 10th EDF-funded programmes).

- Interested service providers must submit a signed declaration, included in the forms, to the effect that they are not in any of the exclusion situations listed in Section 2.6.10.1. of the practical guide.

- Service providers 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.

5. Qualification requirements

1. Economic and financial capacity

In the last three financial years for which accounts have been closed, service providers must meet the following economic and financial criterion:

- The average annual turnover for the past 3 financial years preceding the date of publication of this notice for which accounts have been closed/audited must exceed 30,000 EUR;

2. **Professional capacity**

In the last six years preceding the date of publication of this notice, service providers must demonstrate skills and availability of technical experts:

- in developing monitoring and evaluation systems, including devising theory of change, results models, and frameworks;
- in M&E of development programs in the sectors of agriculture, rural development, food and nutrition security, economic development, climate resilience, peace, and similar areas;
- in developing and managing database, geo-reference database solutions and development of web-based information system.

3. **Technical capacity**

In the last six years preceding the date of publication of this notice, service providers must demonstrate of having:

- provided services under at least two contracts of similar nature and comparable budget, in the framework of international projects carried out in synergy with international actors (i.e. EU, International Governmental Agencies, UN Agencies and Programmes, private multinationals, international foundations, international NGOs) in the field of M&E;
- proven experience in designing, developing, and supporting implementation of computerized and web-based M&E system.

The Contracting Authority reserves the right to invite to tendering for the simplified procedure, the candidates who meet the general, financial, professional, and technical capacity. Additional selection criteria might be added at the time of the invitation to tender.

6. **How to express interest**

- Interested service providers shall express their interest by submitting the following documents (no additional documents are requested at this stage):
 - I. Dated and signed Legally Binding Statement (Annex A)
 - II. Dated and signed Expression of interest (Annex B)
 - III. Personal Data Protection (Annex C)
 - IV. Scanned copy of a valid identification document (for natural persons) or registration document (for legal persons)
 - V. Presentations/brochures/material of similar services carried out (*optional*).
- Documents in English language must be submitted in PDF format (not editable) by email, to the following email address: maputo@aics.gov.it
- The deadline for the submission is 31/01/2024 (23h:59 Maputo time) as evidenced by the date and time of receipt of the email as recorded in the system of the recipient. The subject of the email must bear the following reference: “**CIG Z3D3DCC378 – DELPAZ Manica and Tete Sub-Programme – M&E**”.

- It is encouraged to express the interest well before the deadline date, since heavy internet traffic or connection problems could lead to difficulties in submission. The Contracting Authority cannot be held responsible for any delay due to such difficulties.

7. Additional information

- The Contracting Authority will first evaluate the following:
 - a. Compliance with the submission deadline. If the deadline has not been met, the Expression of Interest will automatically be rejected;
 - b. Eligibility as per paragraph 4 of this document;
 - c. Qualification requirements as per paragraph 5 of this document.
- Eligible applicants meeting the relevant qualification requirements will then be inserted in a list following the order of submission. The list does not represent any classification and the related insertion does not imply any rights for the eligible service providers to be invited and/or contracted.
- Among eligible applicants meeting the relevant qualification requirements, the Contracting Authority can shortlist a maximum of five (5) applicants, that can be invited to tender on the basis of the EU-PRAG (<https://wikis.ec.europa.eu/display/ExactExternalWiki/ePRAG>).
- If submitting your reply to the Expression of Interest involves the recording and processing of personal data (such as names, contact details and CVs), it will be processed solely for the purposes of the management and monitoring of the tender and of the contract by the data controller without prejudice to possible transmission to the bodies in charge of monitoring or inspection tasks in application of EU law. Details concerning processing of your personal data are available on the privacy statement attached (Annex C).
- The Contracting Authority reserves the right to revoke the call for expression of interest for any reasons, discretionally evaluated.
- This notice constitutes solely an invitation to express interest and does not entail the Contracting Authority assuming any obligation towards any candidate. The Contracting Authority reserves the right not to follow up on the procedure in question.
- The Procedure Supervisor is Mrs Giulia Zingaro.
- For any further information please contact AICS Maputo at the following email: maputo@aics.gov.it.

Maputo, 08/01/2024