

Call for Tender

Capitalization of the 9-years project

“Rural Development Program along the Palestinian Heritage Trail”

Annex 1 Application Procedures

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1. ELIGIBILITY and RULES of ORIGIN

AFD funding has been fully untied since January 1, 2002. AFD finances all works contracts, equipment, supplies, intellectual services and other services, regardless of the nationality of the contractor (nor that of its suppliers or subcontractors), except in the event of an international embargo. This decision concerns not only the "Countries so-called Less Advanced "(LDCs), in application of the Recommendation of the Development Assistance Committee (DAC) of the Organization for Economic Co-operation and Development (OECD) of April 20, 2001 on untying, but also all of the other foreign countries where AFD operates.

2. ADMISSIBILITY CRITERIA

Only applications fulfilling the following criteria of admissibility will be evaluated:

- the deadline for the submission of applications has been respected;
- the application is complete;
- the candidate has signed the Declaration on honor on exclusion criteria;
- the maximum budget is not exceeded.

3. SELECTION CRITERIA

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 unless specified otherwise. The selection criteria will not be applied to natural persons and single-member companies when they are sub-contractors.

Professional and technical capacity of candidate:

- A BA or a Master's degree in international cooperation and solidarity sectors, tourism, or related subjects.
- Experience in capitalization or similar work.
- Experience in conducting and analyzing interviews.
- Good knowledge of French and Palestinian cooperation.

1. AWARD CRITERIA

The applications will be evaluated in two separated phases:

1. In the first phase the evaluation committee will evaluate the technical offer using the following quality criteria:

- Quality of the proposed concept note. (40 pts)
- Assigned staff with academic certification and or minimum 3 prior experiences in capitalization (30pts)

- Assigned staff with demonstrated strong analytical skills and abilities to conduct interviews/Focus groups (15 pts)
- Assigned staff with certificated/demonstrated skills in spoken and written Arabic, English and French. (15pts)

Any application falling short of the technical threshold of 75 out of 100 points is automatically rejected.

2. In the second phase, the financial proposal will be evaluated. The financial offer will be noted on 20 scores. The application with the lowest total price receives 20 financial score.

For the final score of the offer, the best price-quality ratio is established by weighing technical quality against price using the following:

- Technical quality: 60%
- Price: 40%

4. APPLICATION FORMAT AND DETAILS TO BE PROVIDED

Applications must be submitted using the standard application form annex to the call for Tender (Annex 2 and Annex 3) the format and instructions of which must be strictly observed.

5. HOW APPLICATIONS MAY BE SUBMITTED

Applications must be submitted in English exclusively and send by email to this email address:

tenders.afd@gmail.com

Applications submitted by any other means will not be considered.

By submitting an application candidates accept to receive notification of the outcome of the procedure by electronic means.

6. OPERATIONAL LANGUAGE

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

The intermediary and final report will be submitted in English too.

The tools (methodological guidebook, infographic...) will be submitted in Arabic, English and French.

7. APPLICATION PROCESS TIMETABLE

	DATE
Deadline for submitting application	07 th December 2021
Completion date for evaluating technical offers	20 th December 2021
Notification of award	5 th January 2022
Contract signature	11 th January 2022
Start date	11 th January 2022
Submission draft 1 of the video scenario	End of February 2022
Submission of final drafts of the video scenario	20 th February 2022
Submission draft 1 (other deliverables)	1 st April 2022
Submission of final drafts (other deliverables)	5 th of May 2022

8. CONTACT DETAILS

Palestinian Heritage Trail- PH Trail

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