|  |  |  |
| --- | --- | --- |
| C:\Users\vlachogianni\Documents\My Dropbox\mio-brand\brand-soft-update\logomark\PNG\110DPI\cmyk\mio-ecsde-modernized.png | Mediterranean Information Office  **for Environment, Culture & Sustainable Development**  **The Mediterranean NGO Federation for Environment and development** | 12, Kyrristou str. 105 56, Athens, Greece  **T**: +30210-3247490 | 0030-210-3247267  **F**: 0030-210-3317127  **E**: info@mio-ecsde.org  **W**: www.mio-ecsde.org |

Athens 28 July 2021

**CALL FOR OFFERS 3-2021/MIO-ECSDE**

**“Replicating Marine Litter Prevention and Mitigation Measures in Mediterranean Marine Protected Areas”**

**SUBMISSION OF OFFERS BY: 30 August 2021 at 17:00 pm Greek Time**

**BUDGET CEILING: 34.000 EUROS divided by 2: 17.000 EUROS per replication action.** The amount includes all other costs, income taxes and any other amount payable or cost that may be required for the completion of the work/service.

**ASSESSMENT CRITERIA:** Most Economically Advantageous Offer based on quality/price ratio criteria.

**Description of Service**

In the context of the Interreg Med Plastic Busters MPAs project ([https:/plasticbustersmpas.interreg-med.eu](https://plasticbustersmpas.interreg-med.eu)), MIO-ECSDE is conducting this Call for Offers for the realization of **2 actions for** **“Replicating Marine Litter Prevention and Mitigation Measures in Mediterranean Marine Protected Areas”** **in coastal and marine protected areas of the following Interreg Med beneficiary countries: Albania, Croatia, France, Greece, Italy, Montenegro, Slovenia and Spain**.

These actions will be performed by different consultants or organizations in each country, which will be selected under the present procedure.

The details of the activity are defined in the terms of the present document and its annexes.

**Procurement procedure**

The procurement will proceed having regard to:

* General principles of EU law on procurements.
* Internal Rules and Regulations of MIO-ECSDE.
* The present CALL FOR OFFERS**.**
* Provisions of the Interreg Med Project

**Submission of Offers**

Interested parties should submit their offer including the following:

1. **Simplified Solemn Self Declaration** (available in Annex I)
2. **Proof for the selection and award criteria**
3. **Technical Offer** (Template provided in Annex II)
4. **Financial offer** (template provided in Annex III)

The Participants shall bear all costs associated with the preparation and submission of their offer. The Contracting Authority will in no case be responsible or liable for such costs, whatever the conduct or outcome of the procedure. The Contracting Authority will neither be responsible for, nor cover, any expenses or losses incurred by the participants for any site visits and inspections or any other aspect of their offer.

The language of this procedure, the tender documents and the offers is English. Any documentation (certificates, etc.) submitted in any other language should be accompanied by a translation in English.

**Deadline for submission of offers**

The **deadline** for submission of offers is set to be **30th of August 2021 at 17:00 h Athens Time**.

The successful candidate will be informed within 10 working days following the submission deadline.

**Awarding Criterion**

Award criterion is the Most Economically Advantageous offer with criterion quality/price ratio for offers satisfying the eligibility and selection criteria technical requirements, as these are described below.

**Eligibility Conditions – Participation Requirements**

Participation in the present call for offers is open, on equal terms, to any natural or legal person or entity who meet the legal, financial and technical conditions laid down in this Call where they possess adequate professional experience and capacity.

**Grounds for exclusion – disqualification (ON/OFF)**

Participants should verify by submitting a **Simplified Solemn Self-declaration** that they are not bankrupt or subject of proceeding for a declaration of bankruptcy, that they are in good standing, operate under no legal restrictions, are not under any liquidation procedure or the subject of proceedings for declaration of liquidation or any similar situation and that they have not been convicted for any one of the following legal offences: participation in a criminal organization, corruption, bribery, fraud, money laundering, terrorist, child labour and human trafficking.

Please refer to the **Solemn Self-Declaration provided in Annex I which should be filled in and signed as indicated.**

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

**Selection Criteria (Pass/Fail)**

Successful candidates must fulfil the selection criteria listed below:

|  |  |
| --- | --- |
| **Selection Criteria** | **PASS/FAIL** |
| A registered organization in the country or an individual expert or team of experts that possess(es) adequate professional experience and capacity. | PASS/FAIL |
| The proposed measure to be piloted is one of the 3 measures mentioned in the ToR. | PASS/FAIL |
| The proposed measure is implemented in one or more coastal and marine protected areas of: Albania, Croatia, France, Greece, Italy, Montenegro, Slovenia and Spain. | PASS/FAIL |
| The proposed measure has been identified and agreed upon as a priority measure in close collaboration with the Management Bodies of those areas – Letter from the competent Management Body attached. | PASS/FAIL |

**Failure to comply with the above requirements and provide relevant proof with the offer is considered ground for exclusion.**

**Qualification and Experience – Award Criteria**

The evaluation of qualified offers will be made as follows:

|  |  |
| --- | --- |
| **Qualifications and Experience** | **Points awarded** |
| Number of projects implemented and ongoing - references: A record of 2 successfully implemented similar projects in terms of nature and value in the last 5 years and ongoing. | *20 points (min)*  *30 points (max)*  *(2 points plus for each additional project with max 10 points plus)* |
| **Activity Description** |  |
| Quality and efficiency of the implementation: realistic and clearly defined project management and planning | 20 points (min)  30 points (max) |
| Impact: clear and realistic description of expected results, clear link to the proposed actions | 20 points (min)  30 points (max) |
| Excellence – Innovation – Maturity: degree of innovation, level of technical challenges, technical feasibility and risks, maturity of the proposed actions in terms of preparatory work already carried out | 20 points (min)  30 points (max) |
| **Implementing Team and Experience** |  |
| Expertise and Experience of the expert(s): at least 5 years of professional experience in one of the following fields: marine environment protection and management, marine litter management, waste management, management of marine protected areas | 20 points (min)  30 points (max)  *(2 points plus for each additional year of professional experience with max 10 points plus)* |
| **Total:** | **100 points (min)**  **150 points (max)** |

The score of each one of the offers received will be calculated with the following simple formula: Sx=Cx/Ex, where:

* Cx is the amount of the Financial Offer
* Ex is the total sum of the evaluation criteria points
* Sx is the final score rounded up to the first digit

The selected offer will be the one with the smaller Sx.

**Place & Time of Offers Submission**

Interested Parties shall submit their offer electronically by sending an email to [procurement@mio-ecsde.org](mailto:procurement@mio-ecsde.org) writing in the e-mail subject for the Call for Offers 3-2021/MIO-ECSDE.

The email should be sent before the submission deadline as set in this call and should contain **two password protected compressed files** (.zip or .rar) as follows:

**FILE 1**: containing the Simplified Solemn Self Declaration, proof for the selection and award criteria and the technical offer

**FILE 2**: containing ONLY the financial offer.

Offers submitted after the specified deadline shall not be taken into consideration and shall be returned as inadmissible, without being opened.

The Contracting Authority bears no liability whatsoever for any late delivery of offers or for the contents of its accompanying folders.

The password for opening the two password protected files should be send as follows:

**For FILE 1:** the password should be sent to the same email address one day after the closing date for offer submission. In case the password is sent together with the submission email, the offer will be rejected.

**For FILE 2**: the password for opening FILE 2 containing the financial offer should be send only upon request and notification send by the Contracting Authority, following the completion of the eligibility check and technical evaluation. In case the password is sent together with the submission email, or before it is requested by the Contracting Authority the offer will be rejected.

For any clarifications on the present call for offers please contact:

Ms Thomais Vlachogianni, e-mail: [vlachogianni@mio-ecsde.org](mailto:vlachogianni@mio-ecsde.org)

**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. 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 MIO-ECSDE, in the following cases:

1. due to the irregularity of the procurement procedure
2. 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 MIO-ECSDE
3. if due to force majeure, the contract cannot be properly executed
4. if the tender selected is deemed not economically advantageous
5. in case of expiry of the bids
6. in case the needs of MIO-ECSDE and / or of the beneficiary (-ies) of the project have changed
7. in case the circumstances have changed resulting in the inability to deliver the contract / project (eg local community reactions, inability to fund, etc.).
8. 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, 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. 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 MIO-ECSDE.

5. Under no circumstances shall 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.

**Objections**

Objections against any act of the Contracting Authority can be submitted within five (5) days from the notification of the Contracting Authority’s act.

An objection to the call for offers can be submitted within a period that extends up to half the period from the publication of the call in the Contacting Authority’s website and the final date of submission of offers. For the calculation of this period’s deadline, the dates of the publication of the call and the submission of the offers are considered. Objections are submitted in written, by courier, by fax or by email.

Objections are submitted to the Contracting Authority, which shall decide within ten (10) days from the notification of the objection. In the event of an objection to the call for offers, the Contracting Authority shall decide in any case before the closing date for the submission of offers. In case the Contracting Authority has not answered within the above deadline, the rejection of the objection is presumed.

The present call for quotations is posted on the website of MIO-ECSDE ([www.mio-ecsde.org](http://www.mio-ecsde.org)) and on eprocurement.gov.gr central procurement site.

The Chairman of MIO-ECSDE

Prof. Michael J. Scoullos

**Annexes:**

* 1. **Simplified Solemn Self Declaration**
  2. **Offer Form**
  3. **Table for the Financial Offer**
  4. **Terms of Reference**

**Annex I: Simplified Solemn Self Declaration**

**Solemn Self-Declaration Establishing the Eligibility and Qualifications of the Participant**

**Tender Information Form**

**Part I: Information concerning the call for offers**

Date: [insert date (as day, month and year] of Offer Submission]

Call for Offers:

Page \_\_\_\_\_\_\_\_of \_\_\_\_\_\_\_\_ pages

**Part II: Information concerning the participant**

**А: INFORMATION ABOUT THE PARTICIPANT**

|  |  |
| --- | --- |
| ***Identification:*** | ***Answer:*** |
| Name: |  |
| VAT-number, if applicable:  If no VAT-number is applicable, please indicate another national identification number, if required and applicable |  |
| Postal address: |  |
| Contact person or persons  Telephone:  E-mail:  Internet address (web address) (*if applicable*): |  |
| If applicable, is the economic operator registered on an official list of approved economic operators or does it have an equivalent certificate (e.g. under a national (pre)qualification system)? | **[ ]** Yes [ ]No [ ]Not applicable |
|  |  |
| ***Form of participation:*** | ***Answer:*** |
| Is the economic operator participating in the call for offers together with others [[1]](#footnote-1)? | [ ] Yes [ ]No |

|  |  |
| --- | --- |
| **Actual or intended country Country/ies of Registration/Operation:** | ***[insert actual or intended Country of Registration]*** |
| **Year of Registration:** | **[insert Participant’s year of registration]** |
| **Countries of Operation** | **[insert Participant’s countries of operation]** |
| No. of staff in each Country | **[insert Participant’s No OF STAFF IN EACH COUNTRY OF operation]** |

**B: INFORMATION ABOUT REPRESENTATIVES OF THE ECONOMIC OPERATOR**

*Where applicable, please indicate the name(s) and address(es) of the person(s) empowered to represent the economic operator for the purposes of this procurement procedure:*

|  |  |
| --- | --- |
| ***Representation, if any:*** | ***Answer:*** |
| Full name;  accompanied by the date and place of birth, if required: | [.............][.............] |
| Position/Acting in the capacity of: | [ ..................**]** |
| Postal address: | [ ..................**]** |
| Telephone: | [ ..................**]** |
| E-mail: | [ ..................**]** |
| If needed, please provide detailed information on the representation (its forms, extent, purpose ...): | [ ..................**]** |

**Part III: Exclusion grounds**

**А: GROUNDS RELATING TO CRIMINAL CONVICTIONS**

|  |  |
| --- | --- |
| ***Grounds relating to criminal convictions under national provisions regarding***  *(a) Participation in a criminal organization*  *(b) Corruption*  *(c) Fraud*  *(d) Terrorist offences or offences linked to terrorist activities*  *(e) Money laundering or terrorist financing*  *(f) child labour and other forms of trafficking in human beings* | ***Answer:*** |
| Has **the economic operator** itself or any **person** who is a member of its administrative, management or supervisory body or has powers of representation, decision or control therein been the subject of **a conviction** by final judgment for one of the reasons listed above, by a conviction rendered at the most five years ago or in which an exclusion period set out directly in the conviction continues to be applicable? | [ ] Yes [ ] No  *If the relevant documentation is available electronically, please indicate: (web address, issuing authority or body, precise reference of the documentation):*  *[ ................ ][ .................. ][ ..................****]*** [[2]](#footnote-2) |
| **If yes**, please indicate [[3]](#footnote-3):  (a) Date of conviction, specify which of points 1 to 6 is concerned and the reason(s) for the conviction,  (b) Identify who has been convicted [ **]**;  (c) **Insofar as established directly in the conviction:** | (a) Date: [ ], point(s): [ ], reason(s): [ ]  (b) [......**]**  (c) Length of the period of exclusion [................... ] and the point(s) concerned [ 1  *If the relevant documentation is available electronically, please indicate: (web address, issuing authority or body, precise reference of the documentation):*  [ ................ ][ .................. ][ ..................**]** [[4]](#footnote-4) |
| In case of convictions, has the economic operator taken measures to demonstrate its reliability despite the existence of a relevant ground for exclusion [[5]](#footnote-5) ('Self-Cleaning')? | [ ] Yes [ ] No |
| **If yes**, please describe the measures taken[[6]](#footnote-6) : | [ ................ ] |

**B: GROUNDS RELATING TO THE PAYMENT OF TAXES OR SOCIAL SECURITY CONTRIBUTIONS**

|  |  |  |
| --- | --- | --- |
| ***Payment of taxes or social security contributions:*** | ***Answer:*** | |
| Has the economic operator met all **its obligations** **relating to the payment of taxes or social security contributions**, both in the country in which it is established and in Greece if other than the country of establishment? | [ ] Yes [ ] No | |
| **If not,** please indicate: а) Country concerned;  b) what is the amount concerned; c) How has this breach of obligations been established: 1) through a judicial or administrative **decision**:  Is this decision final and binding?   * Please indicate the date of conviction or decision. * In case of conviction, **insofar as established directly therein**, the length of the period of exclusion**:**   2) by **other means**? Please specify:  d) has the economic operator fulfilled its obligations by paying or entering into a binding arrangement with a view to paying the taxes or social security contributions due, including, where applicable, any interest accrued or fines? | **Taxes** | **Social contributions** |
| (a) [ ................. **]**  (b) [ ................. **]**  (c1) [ ]Yes [ ] No  - [ ] Yes [ ]No  - [ ................. **]**  - [ ................. **]**  (c2) [ ................. **]**  (d) [ ] Yes [ ] No  If yes, please provide details:  [ ..................**]** | (a) [ ..................**]**  (b) [ ..................**]**  (c1) [ ]Yes [ ]No  - [ ] Yes [ ] No  - [ ................. **]**  - [ ................. **]**  (c2) [ ................. **]**   1. ] Yes [ ]No   If yes, please provide details:  [ ..................**]** |

**C: OTHER GROUNDS OF EXCLUSION**

|  |  |
| --- | --- |
| **Is the economic operator in removed or suspended vendor list of the UN or other such lists of the EU, or associated with, any company or individual appearing on the 1267/1989 list of the UN Security Council or ineligibility list?** | **☐ YES or ☐ NO** |

**Part IV: Concluding statements**

*The undersigned formally declare that the information stated above is accurate and correct and that it has been set out in full awareness of the consequences of serious misrepresentation.*

*The undersigned formally declare to be able, upon request and without delay, to provide the certificates and other forms of documentary evidence referred to, in the call for offers*

*The undersigned formally consent to MIO-ECSDE gaining access to the end clients of projects indicating technical ability, professional ability and past performance, for reference checking purposes*.

Date, place and , where required or necessary, signature (s): [……]

**Annex II: OFFER FORM**

**SECTION 1: ORGANIZATION/EXPERT INFORMATION**

|  |
| --- |
| **Applicant Organization/Expert Name**  *Write the name of the organization as stated in the legal registration certificate.* |
| **Physical Address**  *Where your office is located, if different from mailing address below. Please include the country in which your office is located.* |
| **Mailing Address** *(if different from the above)* |
| **Email Address** |
| **Name of Project Lead**  *Provide the name for the person responsible for correspondence with MIO-ECSDE regarding this project.* |
| **Position in Organization** *(if applicable)* |
| **Email Contact of Project Lead**  *Provide an email address. MIO-ECSDE will use this email address to communicate with you.* |
| **Telephone (include country code)**  *Provide a number for the office and for a mobile phone of the project lead contact, if available.* |
| **Website Address** (*if any*) |
| **Organization Type** *(if applicable)* |

**SECTION 2: ACTIVITY DESCRIPTION**

|  |
| --- |
| **Activity Title** |
| **Activity Description** *(Max 250-300 words)*  *Describe the main objectives of the activity, the Relevance to the Plastic Busters MPAs project and specifically to the Terms of Reference of the present call. Explain how this activity contributes to the priorities of the Management Plan of the proposed area.* |
| **Activity Implementation Approach** *(Max 250-300 words)*  *Describe the proposed strategy and lines of action of the activity in response to the Terms of Reference, including a summary of the mains lines of action, the implementation steps, the implementing team, the target groups.* |
| **Activity Impact** *(Max 250-300 words)*  *Provide a clear and realistic description of the expected results and how these can improve the current marine litter status in the pilot area.* |
| ***Excellence – Innovation - Maturity*** *(Max 250-300 words)*  *Describe the degree of innovation of the proposed activity, the technical challenges (if any), the technical feasibility and risks and explain how you intend to minimize the risk; describe the level of maturity of the proposed actions in terms of preparatory work already carried out* |
| ***Contact with PAs Management Bodies*** *(150 - 300 words)*  *Describe the working relations of the applicant with the Management Body of the pilot Protected Area. A letter of support from the Management Body of the pilot Protected Area or its inclusion in the implementing team is obligatory.* |

**SECTION 3: IMPLEMENTING TEAM & EXPERIENCE**

*List all partners/experts that will be directly involved in implementing this activity with a key role and responsibility. For each one, describe their anticipated role.*

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Name of Organisation/Expert** | **Nationality** | **Role** |
| **Partner/Expert 1** |  |  |  |
| **Partner/Expert 2** |  |  |  |
| *Etc (if applicable otherwise delete)* |  |  |  |

*List the projects or activities of similar nature performed during the past five (5) years:*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name of Project/Activity** | **Total value** | **Period of Contract** | **Starting Date** | **Client/Contracting Authority and place** | **Current status**  **(completed, on-going, stalled, etc.)** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

**ATTACH THE CVs OF THE MAIN EXPERTS THAT WILL BE INVOLVED IN THE**

**IMPLEMENTATION OF THE ACTIVITY**

* Having read and understood the Terms of Reference, I undertake the responsibility of organizing the activity in the event of its approval.

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Annex III: Table for the Financial Offer**

|  |  |  |
| --- | --- | --- |
| **Expenses Category** | **Expense Description** | **Total amount in Euro** |
| Labor costs |  |  |
| Professional services |  |  |
| Supplies |  |  |
| Equipment |  |  |
| Travel costs |  |  |
| Other |  |  |
| **TOTAL max (17.000 euro)** |  |  |

**Annex IV: Terms of Reference**

**TERMS OF REFERENCE**

**“Replicating Marine Litter Prevention and Mitigation Measures in**

**Mediterranean Marine Protected Areas”**

**In the framework of:**

**The Interreg Med Plastic Busters MPAs project**

****

**July 2021**

1. **The framework**

The marine litter prevention and mitigation measures will be replicated within the framework of the Plastic Busters MPAs project.

Plastic Busters MPAs (<https://plasticbustersmpas.interreg-med.eu>) is a 4-year-long Interreg Med funded project and aims to contribute to maintain biodiversity and preserve natural ecosystems in pelagic and coastal MPAs, by defining and implementing a harmonized approach against marine litter. The project entails actions addressing the whole management cycle of marine litter, from monitoring and assessment to prevention and mitigation.

The project has set-up and implemented 9 marine litter demonstration projects in pilot coastal and marine protected areas (MPAs). These demos showcase MPA-relevant marine litter measures and the lessons learned have been captured in a set of comprehensive guidelines to support replication of actions in other Mediterranean coastal and marine protected areas.

1. **Marine litter prevention and mitigation measures to be replicated**

During the testing phase of the Plastic Busters MPAs project, the following measures were identified as priority measures and were successfully piloted in several Mediterranean MPAs:

* Setting up a reusable cup delivery system for beach bars
* Establishing a derelict fishing gear management scheme and promoting co-responsibility to tackle fisheries & aquaculture related litter
* Developing a SUPs-free snack bars/HORECAs network

The proposed measure to be replicated should be one of the aforementioned measures. It should be setup and implemented in one of the coastal and marine protected areas of the following Interreg Med beneficiary countries: Albania, Croatia, France, Greece, Italy, Montenegro, Slovenia and Spain.

The proposed measure should ideally be included in the Management Plan of the proposed coastal and marine protected areas and should be implemented in close collaboration with the Management Bodies of those areas. The proposed measure will be implemented in line with the guidelines that have been developed by the Plastic Busters MPAs project in order to ensure a coordinated and harmonized approach. The guidelines will be shared with the successful applicant within early September 2021.

1. **Time Frame**

The measure has to be setup by **mid-September 2021** and successfully completed by the **25th of** **October 2021**.

1. Notably as part of a group, consortium, joint venture or similar. [↑](#footnote-ref-1)
2. Please repeat as many times as needed. [↑](#footnote-ref-2)
3. Please repeat as many times as needed. [↑](#footnote-ref-3)
4. Please repeat as many times as needed. [↑](#footnote-ref-4)
5. In accordance with national provisions implementing Article 57(6) of Directive 2014/24/EU. [↑](#footnote-ref-5)
6. Taking into account the character of the crimes committed (punctual, repeated, systematic ... ), the explanation should show the adequacy of the measures to taken. [↑](#footnote-ref-6)