



This project is
funded by the
European Union

Call for Offers

Consultancy Service for the Compost Industry in Palestine

For the

Project: "Greening the Palestinian Economy"

Contract No: NEAR/TS -2016/382-751

Prepared by:

**Agricultural Development Association "PARC" and
Associazione Italiana Donne Per Lo Sviluppo Onlus "AIDOS"**

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Call for Offers – Consultancy Service

I. INTRODUCTION

This call for Consultancy Service comes in the framework of the project “Greening the Palestinian Economy” which is co-funded by the European Union implemented by the Agricultural Development Association (PARC), Palestine and its partner Associazione Italiana Donne Per Lo Sviluppo Onlus “AIDOS”.

II. PROJECT’S RESUME

II.1 Overall Objective

Leveraging the composting industry in Palestine as a green and affordable alternative to farmers, and a driver for the Palestinian economy.

II.2 Specific objective

To strengthen the capacities of 4 Community Based Organisations (CBOs) including 2 cooperatives in the West Bank (WB), 1 cooperative and 1 private company in the Gaza Strip (GS) running composting facilities with different levels of experience, production and selling powers, by forming a composting coalition with standardized, highly competitive products and sustainable business relations that will increase their market share, with a special focus on women and small-scale farmers.

II.3 Expected Results

Through the implementation of the above-mentioned project, the following results are expected:

1. Awareness of the Palestinian society about solid waste recycling and reuse organic agriculture, and green energy promoted raised.
2. Existing composting facilities upgraded.
3. Market Share of Palestinian compost increased.

II.4 Planned Activities

- 1) Training sessions for school students, women groups and farmer groups.
- 2) Urban gardening and green points.
- 3) Establishment and quality control of composting facilities and women’s urban gardens.
- 4) Evaluation of the existing composting units.
- 5) Engineering and redesigning of 4 composting units.
- 6) Awareness and Capacity building.

II.5 Target groups & Locations

II.5.1 Target Groups

The proposed project has four main target groups:

a. Primary Target Groups:

- Thanabia cooperative for agriculture services – Tulkarem governorate (WB)
- Dura cooperative Association for the development of irrigated and protected crops– Hebron governorate cooperatives (WB)
- Palestinian Environmental Friends Association (PEFA)- Rafah -GS
- AKNAN company- GS
- School students.
- Women-run households
- Farmers

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b. Secondary Target Group

- Local universities
- Palestinian standards institute- PSI.
- Ministry of Agriculture-MoA.
- Ministry of Education-MoE.
- Ministry of local governance-MoLG.
- Ministry of National Economy-MoLE.
- Environment Quality Authority- EQA.
- Nurseries and municipalities.

II.5.2 Targeted Locations

1- West Bank

- Dura Village- Hebron Governorate
A Palestinian town located eleven kilometers southwest of Hebron in the Hebron Governorate in the southern West Bank. According to the Palestinian Central Bureau of Statistics, the town had a population of over 28,268.
- Dhinapa Village- Tulkarem Governorate
Dhinnaba is a large village in the Tulkarem governorate remarkable for its multitude of brightly coloured houses lining the main streets. Its strong agricultural focus is evident from the well-kept greenhouses and the fields of crops surrounding the village. Dhinnaba is spacious, with big roads and a well-developed infrastructure.

2- Gaza Strip

- Rafah City
A Palestinian city and refugee camp in the southern Gaza Strip. It is the district capital of the Rafah Governorate, located 30 kilometers (19 mile) south of Gaza City. Rafah's population of 152,950 (2014) is overwhelmingly made up of Palestinian refugees.
- Gaza City is a Palestinian city in the Gaza Strip, with a population of 515,556, making it the largest city in the State of Palestine. Inhabited since at least the 15th century BC, Gaza has been dominated by several different peoples and empires throughout its history. The Philistines made it a part of their pentapolis after the Ancient Egyptians had ruled it for nearly 350 years.

III. CONTRACT PERSPECTIVES

III.1 Contracting Authority

Agricultural Development Association "PARC" is considered as the contracting authority responsible for contracting, monitoring and following-up.

Programs and projects department:

Eng. Izzat Zeidan.

E-mail izzat @pal-arc.org.

Tel: ++9702 2 2963840

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III.2 Background

Consultancy service will be developed from a firm specialized in the compost industry providing knowledge, technology and addressing the needs of the targeted facilities in Palestine to improve their compost industry technically and commercially.

III.3 Overall objective of the Consultancy Service

The overall objective of this consultancy service is to determine the needs of the targeted compost facilities in Palestine in order to upgrade their product in quality and quantity.

III.4 Specific objective

- 1- Developing the composting businesses (West Bank and Gaza Strip) through the evaluation of 14 existing facilities(10 in WB and 4 in Gaza Strip including the 4 targeted facilities), to achieve the following goals:
 - a. Engineering design
 - b. Production in term of quality and quantity.
- 2- Drafting/promoting the Palestinian standard for compost at national and at end consumer's level.
- 3- Create a business coalition among composting businesses/ producers.

III.5 Main tasks of the assignment

1. Provide technical assistance for the electromechanical and environmental engineering design for the upgrade of the (4 above mentioned) facilities.
Duration: 45 calendar days during the 1st year of the project.
Outputs: a full status description report on the 4 targeted facilities, a full tender dossier (Engineering drawing, Bill of quantities, General and specific conditions, etc), a report on the field work/remote assistance.
2. Optimize the start-up / development of the four-targeted facilities by training the staff and providing ad hoc technical assistance in the field and conducting field investigations/assessment on the capacities and needs (opportunities/challenges) of 14 existing facilities(10 in WB and 4 in Gaza Strip including the 4 targeted facilities) technically and commercially.
Duration: 70 calendar days for expert during the second year of the project.
Outputs: Mission and a full description status report for the 14 facilities.
3. Technically organize and accompany a visit in a European country of a Palestinian group (around 11 pp including composting operators, PARC staff, representatives of the Ministry of agricultural and the Palestinian Standard Institution) to model composting plants to learn on best practice and BAT (Best Available Technologies) covering composting art and businesses including both operational and maintenance of composting facilities (running facilities and lectures), quality and marketing. (Travel and accommodation for the Palestinian group will be covered by PARC)
Duration: 14 calendar days for expert during the second year of the project
Outputs: A report on the field visit of the Palestinian group.

III.6 DURATION

Consultancy Service will take place in three stages:

1. First stage will be completed during the 1st year of the project.
2. Second stage will be completed during the 2nd year of the project.

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3. Third stage will be completed during the 2nd^t year of the project.

III.7 METHODOLOGY

The contracted firm will design the approach, methodology, and tools in order to achieve the defined objectives of the consultancy.

III.8 DELIVERABLES

The consultant will produce the following documents (4 coloured hard copies and one edited soft copy of each):

- A full status description report on the 14 facilities.
- Full tender dossier (Engineering drawing, Bill of quantities, General and specific conditions, etc.) on the 4 targeted facilities.
- A report on the field visit of the Palestinian group.
- Mission and remote assistance reports (one report for each mission).
- Final report.

IV. FULL OFFER

IV.1 FINANCIAL OFFER

The submitted offers should be in Euro excluding VAT. The tenderer should be able to issue Zero VAT invoices in addition to deduction at source certificate. Financial offer should be in separate envelope.

A financial proposal - estimated budget (break-down budget) comprising all costs for training and technical assistance delivery, production of tender dossier, remote assistance, and participation to the project activities as detailed in “Main tasks related to the assignment”. The budget should include all costs related to the above-mentioned activities including fees, costs for travel (flight, per diems, accommodation, insurance, local transport), consumables, and all other envisaged costs. The tenderers should be a registered company with authorized dealer number and specialized in this field and to be able to issue Zero VAT invoice in addition to certificate of deduction at source.

1. Bids must contain a cheque or bank certified warranty valid for a period of three months as primary insurance on behalf of the Agricultural development association, which is equal to 5% of the value of the tender.
2. All logistic related-expenses to the execution of this consultancy service from transportations, hospitalities, papers, travel, communications, taxes etc. should be considered in the financial offer.
3. PARC shall not be bound to accept the lowest price or any tender proposal, and reserves the power to accept any part of any tender proposal.
4. Delays: PARC will deduct € 100 for each day of delay in completion of the work after completion period for not more than 20% of the value of the tender.

IV.2 GENERAL INSTRUCTIONS TO TENDER

5. All logistic related-expenses to the execution of this consultancy service from transportations, hospitalities, papers, travel, communications, taxes etc. should be considered in the financial offer.
6. Tender documents delivered by hand to AIDOS.
7. Late applications will not be accepted.

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8. PARC shall not be bound to accept the lowest price or any tender proposal, and reserves the power to accept any part of any tender proposal.
9. The tender envelop must be sealed and stamped.
10. Tenderer must stamp all bid papers.
11. In case of any scrap or deletion in the offer, without the signature and sealed behind the edited item, PARC is entitled to cancelling this offer.

V. OFFERS EVALUATION

The received offers will be technically and financially evaluated. Where 80% of the final score will be for the technical part of the applied offer and 20% will be for the financial part.

The technical evaluation will be carried according to the following grid:

	Maximum	Assessment
Organization and methodology		
Proposed methodology		
Previous experience of the firm		
Time table		
Total score	50	
Key experts		
Team leader		
Qualifications and skills		
General professional experience		
Related professional experience		
Industrial Engineers		
Qualifications and skills		
General professional experience		
Specific professional experience		
Agronomists		
Qualifications and skills		
General professional experience		
Related professional experience		
Marketing officers		
Qualifications and skills		
General professional experience		
Related professional experience		
Total score for Key experts	50	
Overall total score	100	

The outer envelope should contain two sealed envelopes; one for the technical offer and the other for the financial offer.

The following documents should be included in the technical offer:

- Your CVs and/or the one of your company/association;
- A maximum of 3 links of selected previous works;
- A technical proposal including approach, methodology, and tools in order to achieve the consulting objectives

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VI. SUBMITTAL:

The tenderers have to submit for the evaluation the following documents in **hard and soft copies in english**:

- Technical offer with all supporting documents (CV's for the staff and the consulting firm, previous experience, ...etc).
- Financial offer, only **hard copy**.

VII. TENDER SUBMISSION DATE: **NEW DEADLINE 17/06/2017**

The offers indicating the **Call for offers NEAR/TS -2016/382-751 along with the name of the company** on the outer sealed envelope should be submitted no later than **(2:00 PM CET)** on the **(17/06/2017)** to the following address:

AIDOS
Via dei Giubbonari, 30
00186 Roma
Italia

For any question related to the above Terms of reference, please write to the following addresses with the subject: *Call for offers NEAR/TS -2016/382-751*

Paola Cirillo

Vice President, Aidos

Associazione Italiana Donne per lo Sviluppo

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cc

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Agricultural Development Association

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