

COUNCIL OF EUROPE DEVELOPMENT BANK

CONTRACT NOTICE

CALL FOR TENDERS

N°CEB /LD/P/2016/02

Consultancy Services for project L/D 1885 (2016) in Georgia, “Reconstruction – Rehabilitation of Public Schools in Tbilisi and Increasing Energy Efficiency”

Deadline for submissions, Monday, 27 June 2016 at Noon

Consultancy Services for project L/D 1885 (2016) in Georgia, “Reconstruction – Rehabilitation of Public Schools in Tbilisi and Increasing Energy Efficiency”

55, avenue Kléber • F-75116 PARIS • Tel: +33 (0)1 47 55 55 00 • Fax: +33 (0)1 47 55 55 76
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Article 1. Assignment

The Council of Europe Development Bank (CEB) is issuing a Call for Tender in order to select a consultant for the provision of Consultancy Services for project L/D 1885 (2016) in Georgia, "Reconstruction – Rehabilitation of Public Schools in Tbilisi and Increasing Energy Efficiency", N°CEB /LD/P/2016/02.

1.1. Preamble

The Council of Europe Development Bank (CEB) is a multilateral development bank with a social vocation. Established on 16 April 1956 in order to bring solutions to the problems of refugees, its scope of action has progressively widened to other sectors of action directly contributing to strengthening social cohesion in Europe.

The CEB represents a major instrument of the policy of solidarity in Europe in order to help its 41 Member States achieve sustainable and equitable growth: it thus participates in financing social projects, responds to emergency situations and, in so doing, contributes to improving the living conditions of the most disadvantaged population groups.

The CEB contributes to the implementation of socially oriented investment projects through four sectorial lines of action, namely:

- strengthening social integration
- managing the environment
- supporting public infrastructure with a social vocation
- supporting Micro, Small and Medium Sized Enterprises (MSMEs)

The CEB is based on a Partial Agreement among Council of Europe Member States and, according to its Articles of Agreement, is subject to the Council's overall authority. Signed on 16 April 1956 by eight countries, the Bank is the first of the Partial Agreements to have been concluded.

The CEB thus operates within the framework of the Council of Europe and supports its priorities but it has its own legal personality.

At the end of 2015, approximately 200 permanent staff members of 30 different nationalities were employed at the Bank all based in Paris. The two official languages are French and English.

1.2. Background information

The Project consists of the refurbishment, modernisation, and structural and seismic strengthening of public schools, achieving 40% energy efficiency savings. The Project is located in Tbilisi, Georgia.

ESIDA, the Education and Scientific Infrastructure Development Agency is the implementing agency of this project. It is the public body in charge of the construction and maintenance of the public schools in Georgia, under the authority of the Ministry of Education and Sciences. ESIDA has identified the urgent need to reconstruct and refurbish approximately 35 schools in Tbilisi. Average school size is approximately 4,200m², and they were constructed mainly between the early 1900s and the 1980s.

The Project, which aims at refurbishing at least 25 of the 35 schools, will be financed by a €14 million CEB loan to the Georgian Government and an E5P (energy efficiency) investment grant of €6 million.

A Consultant is to be procured by the CEB to assist ESIDA in preparing this Project.

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1.3. Assignment description

This Call for Tenders has been prepared for the purpose of inviting firms to participate in the open tender (“Tenderers”) in relation to CEB’s (the “Client”) requirements for the provision of Consultancy Services for project L/D 1885 (2016) in Georgia, “Reconstruction – Rehabilitation of Public Schools in Tbilisi and Increasing Energy Efficiency”.

The Assignment sets to assess as many as possible of the 35 schools identified by ESIDA in order to help ESIDA define a multi-year programme of construction works of approximately 25 schools which can be completed under this Project. In addition, the Assignment will identify three schools that can be worked upon immediately as pilot sub-projects; and will design and produce tender documentation for those three schools. It may also be necessary for the Assignment to review briefly the ‘Unified Set of Standards,’ which outline the minimum standards that this project is to achieve be delivered.

All schools included in the selection are located in Tbilisi, Georgia.

Objectives

The Objectives of this Assignment are to:

1. Assist ESIDA to select the schools to be rehabilitated on the basis of technical surveys/assessments of the conditions and needs of the schools, and on the basis of an estimate of the costs associated with their renovation. This selection would be based on technical surveys which are to be carried out by the Consultant on up to 35 schools pre-selected by the Georgian authorities.
2. Enable construction work to commence as soon as possible on three (3) appropriate school refurbishment pilot sub-projects, by developing the design and tender documentation necessary in tandem with ESIDA.
3. Review the ‘Unified Set of Standards,’ (being produced separately), which outline the minimum standards that this project is to achieve in terms of building refurbishment and layouts, structural and seismic safety, and energy efficiency. Propose any additional measures necessary to complete this documentation from an implementation point of view.

Purpose of the Technical Assessments

The surveys should classify each of the schools assessed into one of the following categories:

1. **GREEN:** School has been determined to be in condition appropriate for immediate refurbishment;
2. **AMBER:** Further testing/analysis is required to ascertain the true condition and the measures needed to bring the school to agreed standards;
3. **RED:** School is in a seriously poor structural condition, and either major re-strengthening/retrofitting or total rebuild is the most economically-viable option.

The emphasis, from a seismic point of view, is to ensure that the schools are at **Life Safety** standard, i.e., that they are sufficiently stable to enable safe egress of their occupants in the event of a target (to be confirmed) earthquake event.

Budget

The overall estimated budget for this contract is around 150,000 €, excluding taxes.

Duration

The overall maximum assignment duration is 4 (four) months.

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2. Provisional timetable

OJEU Contract Notice	Thursday, 2 June 2016
Deadline for request any clarifications from the CEB	Monday, 13 June 2016 at Midnight*
Deadline for clarifications issued by the CEB	Monday, 20 June 2016 at 05.00 pm*
Submission deadline for tenders	Monday, 27 June 2016 at Noon*
Notification of award	Friday, 8 July 2016

**all times are in the Paris time zone*

3. Criteria

The Tenderer must provide:

- A signed application letter accepting all elements of the tender as contractually binding;
- The Applicant shall complete all the documents to be obtained from CEB's Procurement Department together with the Tender Dossier;
- The Technical Offer according to the Instructions to Consultants;
- The Financial Offer.

4. How to obtain the tender dossier

Tenderers interested in this tender, the provision of **Consultancy Services for project L/D 1885 (2016) in Georgia, "Reconstruction – Rehabilitation of Public Schools in Tbilisi and Increasing Energy Efficiency"**, should address to the Procurement Department of the CEB only by email to the address procurement@coebank.org before **Monday, 13 June 2016 at Midnight*** by indicating in the subject of the email the reference to the publication of this Call for Tenders. The CEB Procurement Department will then forward the Tender Dossier including the Terms of Reference and the administrative documents to be submitted.

5. Content of the offer

The Applicant (in case of a joint application, each consortium member) shall provide the Statement of Integrity (Enclosure 3) duly completed and signed.

The Applicant shall complete the documents requested and submit it, together with any requested supporting information in 2 (two) separate sealed envelopes marked:

ENVELOPE A – TECHNICAL OFFER for THE SELECTION OF CONSULTANCY SERVICES FOR PROJECT L/D 1885 (2016) IN GEORGIA, "RECONSTRUCTION – REHABILITATION OF PUBLIC SCHOOLS IN TBILISI AND INCREASING ENERGY EFFICIENCY" (the envelope will contain all the documents requested excepting the Financial Offer);

ENVELOPE B – FINANCIAL OFFER for THE SELECTION OF CONSULTANCY SERVICES FOR PROJECT L/D 1885 (2016) IN GEORGIA, "RECONSTRUCTION – REHABILITATION OF PUBLIC SCHOOLS IN TBILISI AND INCREASING ENERGY EFFICIENCY".

All documents shall be in English. The tender procedure may include interviews that will be held in English. Any written communications through the tender procedure will be held in English. All documents submitted shall be regarded as contractually binding for the tenderer therefor the tenderer shall consequently date and sign the files of the offer as well as any document support (including its financial offer), and initial each page of each document.

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6. Additional information, questions before the deadline for submission of tenders

No additional information will be provided. Any potential bidders that would like to ask questions about this tender should do it in writing by email at procurement@coebank.org indicating in the subject of their message **“Consultancy Services for project L/D 1885 (2016) in Georgia, “Reconstruction – Rehabilitation of Public Schools in Tbilisi and Increasing Energy Efficiency”**”.

Any questions related to the tender should arrive by **Monday, 13 June 2016 at Midnight***. Questions that arrive later than this will not be answered.

The CEB will provide answers to the questions at the latest by **Monday, 20 June 2016 at 05.00 pm*** by publishing updates to this notice in the procurement section of the CEB’s website, <http://www.coebank.org>.

7. Acceptance and rejection of tenders

CEB reserves the right to accept or reject non-substantive defects that might affect tenders. CEB will reject tenders received after the submission deadline, without any penalty or justification.

8. Modification or cancellation of the tender

The CEB reserves the right to modify or cancel, at any time, all or part of this tender as necessary, without having to justify its action or incurring any liability to potential tenderers. In no event shall the CEB be liable for any damages whatsoever including, without limitation, damages for loss of profits, in any way connected with the cancellation of this tender even if the CEB has been advised of the possibility of damages.

9. Presentation and submission conditions

Tenders shall be submitted in 2 (two) sealed envelopes, as explained at Clause 5, before the submission deadline.

The date of reception by the CEB shall serve as evidence in this respect. The inner-envelope shall be marked: “Not to be opened by the mail service” while the outer-envelope shall be marked **“Procurement Department - Tender for the provision of “Consultancy Services for project L/D 1885 (2016) in Georgia, “Reconstruction – Rehabilitation of Public Schools in Tbilisi and Increasing Energy Efficiency”**”, and be sent to the following address:

**Council of Europe Development Bank
Procurement Department
34 rue Boissière
75116 Paris - France**

Tenders that arrive after the submission deadline, **Monday, 27 June 2016 at Noon***, shall be rejected and re-directed unopened to the Sender.

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