

**REQUEST FOR EXPRESSIONS OF INTEREST
(CONSULTING SERVICES – FIRMS SELECTION)
GEORGIA**

**Rehabilitation and Increasing Energy Efficiency measures for Public Schools in Tbilisi
Loan/Grant No. LD 1885**

**Assignment Title: SUPERVISION OF CIVIL WORKS UNDER THE PROJECT - REHABILITATION
OF PUBLIC SCHOOLS IN TBILISI AND INCREASING ENERGY EFFICIENCY**

Reference No: CEB/EE/CS/QCBS/06-2020

Georgia (hereinafter referred to as "the Borrower") has received a loan from the Council of Europe Development Bank (hereinafter referred to as "CEB") and grant from E5P towards the cost of the **Rehabilitation and Increasing Energy Efficiency measures for Public Schools in Tbilisi** (Project).

The main objective of the project is comprehensive rehabilitation and construction of public schools in Tbilisi and introduction of energy efficiency in the education sector infrastructure. The energy efficiency solutions in this project could be replicated in other school buildings in Tbilisi and throughout the country. The project in general will focus approximately on 25 general education institutions. The overall management and coordination of the Project implementation and control will be executed by Municipal Development Fund of Georgia (MDF).

The consulting services ("the Services") are for: **"Supervision of Civil Works Under the Project – Rehabilitation of Public Schools in Tbilisi and Increasing Energy Efficiency"**. Under this assignment will be covered 10 schools, which is the first phase of loan agreement 25 schools.

The Services include day-to-day review and supervision of civil works. These works include both reconstruction/rehabilitation/renovation and construction of public school buildings with particular attention on structural works and implementation of the energy efficiency measures. The purpose of the construction supervision is to execute control over the rehabilitation and construction works in order to ensure high quality of construction, adherence to the terms of work execution provided in the construction contracts that is in compliance with the detailed design and specification requirements, within costs and approved calendar of works.

The tasks of the Consultant will include but not be limited to the following:

- A: Pre-construction Phase;
- B: Construction Phase;
- C: Post-Construction Phase.

The tentative completion date of the assignment is **June 2022**.

The estimated value of services is approximately **EUR 605,298.00 net of VAT**.

The Municipal Development Fund of Georgia as an Implementing Agency now invites eligible consulting firms ("Consultants") to express their interest in providing the Services. Interested Consultants should provide **information/evidences** demonstrating that they have the required qualifications and relevant experience to perform the Services. Expression of interest should cover, but not limited to: corporate profile, years in business, experience relevant

to the project activities, key staff resources, and core business.

Consultants will be short-listed in accordance with the Restricted Procedures for Consultancy services specified in the CEB's Guidelines: Guidelines for Procurement of Supplies, Works and Services, September 2011.

The short list shall comprise from 3 to 6 candidates.

No more than one application can be submitted by a legal person whatever the form of participation (as an individual legal entity or as leader or member of a Joint Venture submitting an application). In the event that a legal person submits more than one application, all applications in which that person has participated will be excluded.

Documentation to be submitted: Information, formalities and documents necessary for an appraisal of the minimum economic and technical standards required from the Consultant:

— Candidate details stating corporate name, legal status, address, telephone and fax numbers, e-mail address, contact person, VAT number (should a grouping be involved, each member of the grouping must be clearly identified). Furthermore in the case of a group EOI (whether via JV or sub-contracting, clearly indicated in the EOI), the aforementioned document must be included for each member of a group of firms and the name of the lead company must be stated. Sub-contracting will be allowed up to 30% of the contract value. (The experience of sub-consultants will not be taken into account while evaluating the corporate experience of the consultant) (Form 1).

— A statement of overall annual turnover for consultancy services in the past 3 financial years since January 2016. Candidates who came into existence after this date shall submit a statement covering the period since the commencement of their activities (Form 2),

— A list of completed projects in the past 5 years involving Supervision Services (contracts) for Public/Educational Buildings construction/rehabilitation (Form 3).

Interested consulting firms must submit the Reference Letter from the employers for all completed projects submitted in Form 3.

The Reference Letter shall include the following information:

- Project name;
- Description of the consultancy services carried out by the consulting firm;
- Implementation period of the consultancy service;
- Value of the Consultancy Services provided by the consulting firm.

— Signed Covenant of Integrity (Form 4).

Note: the MDF reserves its right to verify submitted references and use obtained information for evaluation purposes.

Interested Consultants may obtain Standard Forms at the following link:

<https://drive.google.com/file/d/1a3WVBXEaugQhw4FabUo2DF9mhtSrShZ9/view?usp=sharing>

The shortlisting criteria are:

The following selection criteria will be applied to all candidates. In the case of applications submitted by a joint venture, the lead partner shall meet not less than 50 percent and each of the other partners shall meet not less than 25 percent of qualifying criteria for financial capacity. The lead partner shall meet 100 percent of all

qualifying criteria for technical capacity. The joint venture must satisfy collectively the criteria for professional capacity, for which purpose the relevant figures for each of the partners shall be added to arrive at the consortium's total capacity:

a) Financial capacity of candidate:

- The average annual turnover of the candidate must exceed EUR 1,000,000 (One Million) for the last 3 financial years (2016, 2017 and 2018).

b) Technical capacity of candidate

- The candidate should have successfully completed at least 2 Supervision Services (contracts) for Public/Educational buildings construction/rehabilitation during last 5 years. Each contract cost should be at least EUR 200,000 in consultancy fee value.

The selection criteria are:

On the basis of the applications received, at least 3 and at most 6 candidates will be invited to submit detailed proposal for this contract.

If more than 6 eligible candidates meet the above shortlisting criteria, the relative strengths and weaknesses of the applications of these candidates must be re-examined to identify the 6 best applications for the tender procedure.

The only factor which will be taken into consideration during this re-examination is:

The cumulative value of the contract amounts of the completed service contracts (proportion carried out by the candidate) of the projects (in EUR) fulfilling technical capacity criterion.

Consultants may associate with other firms (form of association shall be either sub-consultancy or Joint-Venture and submission must clearly indicate the nature of the association. The experience of sub-consultants will not be taken into account while evaluating the corporate experience of the consultant).

The consultants are strongly recommended to limit their Expression of Interest to 30 pages. Company brochures may be included as an Annex, and will not be affected by the limit of 30 pages.

A Consultant will be selected in accordance with the Selection Based on the Quality and Cost Based Selection (QCBS) method. Under this method, the evaluation of the proposals shall be carried out in two stages: first the quality, and then the cost. Proposals, to be submitted in two envelopes, will be invited from a short list. Technical proposals will be opened first and evaluated. The minimum qualifying mark for each stage shall be 75% out of 100%. Those securing less than the minimum qualifying mark will be rejected, and the financial proposals of the rest shall be opened. The proposal with the lowest offered total price may be given a financial score of 100 (one hundred) and other proposals given financial scores that are inversely proportional to their prices. The total score shall be obtained by weighting the quality and cost scores and adding them. The weight for cost shall be 20 (twenty) points out of a total score of 100 (one hundred) and the weight for quality shall be 80 (eighty) points out of total score. The firm obtaining the highest total score shall be invited for negotiations

The Client reserves the right to make an addendum to the contract that will be signed as a result of the tender and under the same conditions (price, duration, etc.) as the current tender. In case there are additional assignments for the project "Detailed design assignments under the Rehabilitation and Increasing Energy Efficiency measures for Public Schools in Tbilisi", those will be limited to a value and duration equal to the current contract.

Expressions of interest must be delivered in English in a written form to the address below (in person, by mail, or by e-mail) by **May 1, 2020, at 15:00**.

Municipal Development Fund of Georgia
Attn: Mr. George Shengelia, Executive Director of MDF
150 David Agmashenebeli Av., 0112, Tbilisi, Georgia
Tel.: +99532 2437001 or/02/03/04
E-mail: procurement@mdf.org.ge

Note: In case of any complaints regarding the tender, please, address this issue directly to the Tenders Dispute Board under MDF.