

## CONTRACT NOTICE

### SERVICES

#### **SECTION I: CONTRACTING AUTHORITY**

##### **I.1) NAME, ADDRESSES AND CONTACT POINT(S):**

Official Name: Procurement  
Address: Abercrombie House, Eaglesham Road,  
Town: East Kilbride  
Country: UK  
Postal Code: G75 8EA  
**Internet address(es):**

**Further information can be obtained at:**

**Specifications and additional documents (including documents for competitive dialogue and a dynamic and a dynamic purchasing system) can be obtained at:**

**Tenders or requests to participate must be sent to:**

##### **I.2) TYPE OF THE CONTRACTING AUTHORITY AND MAIN ACTIVITY OR ACTIVITIES:**

REGIONAL AUTHORITY  
GENERAL PUBLIC SERVICES

#### **SECTION II: OBJECT OF THE CONTRACT**

##### **II.1) DESCRIPTION**

###### **II.1.1) Title attributed to the contract by the contracting authority:**

Monitoring, Evidence, Learning and Review (MELR) provision to the Saving Lives Programme in Sierra Leone

###### **II.1.2) Type of contract and location of works, place of delivery or of performance:**

SERVICES  
Main site or location of works: South Lanarkshire  
NUTS code: UKM38

###### **II.1.3) This notice involves**

###### **II.1.4) Information on framework agreement:**

Duration of the framework agreement: Duration in year(s):  
Justification for a framework agreement, the duration of which exceeds four years:  
Estimated total value of purchases for the entire duration of the framework agreement:

###### **II.1.5) Short description of the contract or purchases(s):**

1. Objectives 1.1. The overall objective of the monitoring, evidence, learning and review (MELR) component is to provide DFID, service providers and Ministry of Health and Sanitation (MoHS) with comprehensive, accurate and informative reporting on progress and delivery of the SLISL programme. 1.2. Reporting by the MELR supplier will provide accountability for delivery of partners, inform decisions on the approach and direction of the programme and document evidence and lessons learnt. 1.3. The MELR supplier will work with all suppliers and implementing partners to ensure production of verified results and performance reporting. Programme reporting will be supplemented by additional third party data analysis and limited primary research to provide complete and up-to-date reporting on programme performance against the business case and logical framework. 1.4. The supplier will be responsible for producing monitoring reports for the quarterly steering committee meetings, annual programme reviews, a break report between SLISL programme phases, a comprehensive closure review and other lesson learning and evidence documents as appropriate. 1.5. The supplier will support delivery of the SLISL programme with technical advice and reporting on areas such as results measurement, data quality, value for money, gender and inclusion, and political economy. 1.6. As part of their work on programme reporting the supplier will support the Ministry of Health monitoring department to strengthen their capacity to monitor and analyse the reports from a range health sector projects such as the SLISL; supporting them to use the data they receive to report on progress against the President's Recovery Plan and the Health Sector Strategic Plans. This will leveraging on support to MoHS in working with SLISL reports to also build wider capacity. 1.7. It is not considered that evidence of performance or impact is required through formal evaluation, previous evaluation work has provided good evidence of what works and does not work in the health sector in Sierra Leone. However the supplier will be required to

document lessons learnt, assess the strength of the theory of change and disseminate updated project bulletins amongst stakeholders twice a year.

**II.1.6) Common procurement vocabulary:**

79411000

**II.1.7) Contract covered by the Government Procurement Agreement (GPA):**

YES

**II.1.8) Division into lots:**

NO

**II.1.9) Variants will be accepted:**

NO

**II.2) QUANTITY OR SCOPE OF THE CONTRACT**

**II.2.1) Total quantity or scope:**

Please refer to the Draft Terms of reference published on the DFID Portal with the PQQ Documents

Estimated value excl. VAT: 3000000.0

Currency: GBP

**II.2.2) Options:**

Possible extension to contract end date by 6 months

**II.3) DURATION OF THE CONTRACT OR TIME-LIMIT FOR COMPLETION:**

Duration in months: 49 (From the award of contract).

**SECTION III: LEGAL, ECONOMIC, FINANTIAL AND TECHNICAL INFORMATION**

**III.1) CONDITIONS RELATING TO THE CONTRACT**

**III.1.1) Deposits and guarantees required:**

**III.1.2) Main financing conditions and payment arrangements and/or reference to the relevant provisions regulating them:**

**III.1.3) Legal form to be taken by the group of economic operators to whom the contract is to be awarded:**

**III.1.4) Other particular conditions to which the performance of the contract is subject:**

No

**III.2) CONDITIONS FOR PARTICIPATION**

**III.2.1) Personal situation of economic operators, including requirements relating to enrolment on professional or trade registers:**

Information and formalities necessary for evaluating if requirements are met:

**III.2.2) Economic and financial capacity:**

Information and formalities necessary for evaluating if requirements are met:

Minimum level(s) of standards possibly required:

**III.2.3) Technical capacity:**

Information and formalities necessary for evaluating if requirements are met:

Minimum level(s) of standards possibly required:

**III.2.4) Reserved contracts:**

**III.3) CONDITIONS SPECIFIC TO SERVICES CONTRACTS**

**III.3.1) Execution of the service is reserved to a particular profession:**

No

**III.3.2) Legal entities should indicate the names and professional qualifications of the staff responsible for the execution of the service:**

NO

**SECTION IV: PROCEDURE**

**IV.1) TYPE OF PROCEDURE**

**IV.1.1) Type of procedure:**

Restricted

**IV.1.2) Limitations on the number of operators who will be invited to tender or to participate:**

Envisaged number of operators:

Objective criteria for choosing the limited number of candidates:

**IV.1.3) Reduction of the number of operators during the negotiation or dialogue:**

NO

#### **IV.2) AWARD CRITERIA**

##### **IV.2.1) Award criteria:**

The most economically advantageous tender in terms of criteria stated below:

**1 :**

Criteria: Technical Weighting

Weighting: 60

**2 :**

Criteria: Commercial Weighting

Weighting: 40

##### **IV.2.2) An electronic auction will be used:**

No

#### **IV.3) ADMINISTRATIVE INFORMATION**

##### **IV.3.1) File reference number attributed by the contracting authority:**

7685

##### **IV.3.2) Previous publication(s) concerning the same contract:**

No

##### **IV.3.3) Conditions for obtaining specifications and additional documents or descriptive document**

Time limit for receipt of requests for documents or for accessing documents:

Payable documents: No

##### **IV.3.4) Time-limit for receipt of tenders or requests to participate:**

17. 10. 2016 - 14:00

##### **IV.3.5) Date of dispatch of invitations to tender or to participate to selected candidates:**

##### **IV.3.6) Language(s) in which tenders or requests to participate may be drawn up:**

EN

##### **IV.3.7) Minimum time frame during which the tenderer must maintain the tender:**

Period in months (from date stated for receipt of tenders):

6

##### **IV.3.8) Conditions for opening tenders:**

Persons authorised to be present at the opening of tenders: No

#### **SECTION VI: COMPLEMENTARY INFORMATION**

##### **VI.1) THIS IS A RECURRENT PROCUREMENT:**

No

##### **VI.2) CONTRACT RELATED TO A PROJECT AND/OR PROGRAMME FINANCED BY EU FUNDS:**

No

##### **VI.3) ADDITIONAL INFORMATION:**

Additional Information: Expressions of interest should be submitted via the DFID portal: <https://supplierportal.gov.uk/selfservice/PQQdocuments>, Draft Tender documents including Terms of Reference and background documents can also be found at this website address. Only registered Suppliers can access these documents. Details on Supplier Portal and guidance to register can be found at : <http://www.dfid.gov.uk/Work-with-us/DFID-portal/>. Expressions of interest should be via the DFID Portal: <http://www.dfid.gov.uk/Working-with-DFID/procurement/DFID-portal/>. programme staff should not be contacted directly. The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However any selection of tenderers will be based solely on the criteria set out for the procurement, and the contract will be awarded on the basis of the most economically advantageous tender. Prices quoted must be in Sterling and all payments under the contract will be made in Sterling. The contract will be governed by English Law. DFID reserves the right to annul the tendering process and not to award the contract. From 1.4.2001 all UK development assistance has been fully untied which allows suppliers from anywhere in the world to bid for DFID contracts. Where circumstances require further extensions beyond the original contract duration/agreed extensions DFID will consider doing so by means of the negotiated procedure where necessary conditions are met

##### **VI.4) PROCEDURES FOR APPEAL**

**VI.4.1) Body responsible for appeal procedures:**

**Body responsible for mediation procedures:**

**VI.4.2) Lodging of appeals:**

Precise information on deadline(s) for lodging appeals:

**VI.4.3) Service from which information about the lodging of appeals may be obtained:**

**VI.5) DATE OF DISPATCH OF THIS NOTICE:**