

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

Internet address(es):

General Address of the contracting authority:

[https://www.gov.uk/government/organisations/department-for-international-](https://www.gov.uk/government/organisations/department-for-international-development)

[development](https://www.gov.uk/government/organisations/department-for-international-development)Address of the Buyer Profile: <https://supplierportal.dfid.gov.uk/selfservice/>

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:

Performance evaluation of the Syria Strengthening Governance Structures Programme

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):

DFID Syria Team seeks an evaluation team to conduct a performance evaluation of the Syria Strengthening Governance Structures (SGS) Programme. This is an exciting opportunity to develop an innovative methodology/design to address the significant challenges of evaluating programme outcomes in the changing and challenging context of Syria. The SGS programme will be implemented in moderate-controlled and contested areas of Syria. It will strengthen provincial and local governance structures with a view to providing effective services to Syrians. The programme's inception phase is due to start in October, 2016. The inception phase for the evaluation of SGS should run simultaneously. DFID would like the evaluation team to collect some baseline data to inform the evaluation early in the programme's implementation phase and expects this will be the first of four data collection cycles in the evaluation's lifecycle. The purpose of the evaluation is to assess the performance of the programme throughout its lifecycle and to better understand what outcomes (both intended and unintended) the SGS programme is contributing to. The findings will help to inform future programming decisions across the Syria CSSF. The evaluation should also assess which contextual variables appear to facilitate or prevent progress towards achieving project outcomes. At the end of each implementation year the programme should therefore aim to make some summative conclusions about the completed phases. It is likely that the programme will have to adapt to a changing context over its lifecycle meaning that expectations around achievement of outcomes and the theory of change may also change. The evaluation design should therefore be sufficiently flexible to reflect potential changes. The evaluation will take a theory-based approach and given the significant challenges of collecting robust quantitative data in Syria should largely comprise qualitative methods. Draft evaluation questions based on the programme's draft theory of change are available in the terms of reference, but will be refined during the evaluation's inception phase. As the evaluation team requires significant experience

in the design and implementation of high-quality evaluations and the development of innovative, robust methods, as well as an ability to conduct high-quality research in Syria, it may be appropriate for suppliers to form consortia to bid for this contract.

II.1.6) Common procurement vocabulary:

75211200

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

NO

II.1.8) Division into lots:

NO

II.1.9) Variants will be accepted:

YES

II.2) QUANTITY OR SCOPE OF THE CONTRACT

II.2.1) Total quantity or scope:

Estimated value excl. VAT: 850000.0

Currency: GBP

II.2.2) Options:

There is a possibility of a scale up or scale down, either of individual components or of the programme as a whole, in response to injection of additional funding, assessment of programme performance and/or shifts in programme context. In such event that DFID take the decision to increase the scale of the programme during the core 38 month term, the contract for the evaluation may be extended, dependant on any extension of the SGS programme, the operating environment and the availability of funding. Further extension will be up to 24 months with a proportional budget increase up to a maximum of 50% of the original financial limit of the contract.

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

Start Date: 2. 12. 2016 End Date: 3. . 12020

SECTION III: LEGAL, ECONOMIC, FINANTIAL AND TECHNICAL INFORMATION

III.1) CONDITIONS RELATING TO THE CONTRACT

III.1.1) Deposits and guarantees required:

None

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

The contract will be governed by English Law. All prices must be quoted in GBP and all payments under the contract will be made in GBP. DFID reserves the right to annul the process and not award the contract. DFID does not provide advance funding, therefore, a Service Provider will be required to pre-finance some of the programme activities as detailed in the Terms of Reference, before claiming reimbursement from DFID in arrears. DFID will be seeking to agree payment arrangements as detailed in the Terms of Reference.

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

Joint and several liability

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: Please refer to tender documentation

III.2.2) Economic and financial capacity:

Information and formalities necessary for evaluating if requirements are met: Please refer to tender documentation

Minimum level(s) of standards possibly required: Please refer to tender documentation

III.2.3) Technical capacity:

Information and formalities necessary for evaluating if requirements are met: Please refer to tender documentation

Minimum level(s) of standards possibly required: Please refer to tender documentation

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:

YES

SECTION IV: PROCEDURE

IV.1) TYPE OF PROCEDURE

IV.1.1) Type of procedure:

Open

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: Quality of Personnel

Weighting: 25

2 :

Criteria: Quality of Methodology

Weighting: 35

3 :

Criteria: Commercial

Weighting: 30

4 :

Criteria: Value for Money

Weighting: 10

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:

7629

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: 12. 9. 2016 - 14:00

Payable documents: No

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

12. 9. 2016 - 14:00

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

3. 8. 2016

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:

12. 9. 2016 - 14:00

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: 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 resulting contracts will be awarded on the basis of the most economically advantageous tenders, in line with the strategic priorities outlined in the Terms of Reference. Tender documents including Terms of Reference are available in DFID Supplier Portal. However, only registered on the portal Suppliers can access these documents. To register with the portal and to download the relevant tender documents go to <https://supplierportal.dfid.gov.uk/selfservice/>. For additional guidance go to <https://www.gov.uk/government/organisations/departments-for-international-development/about/procurement>. Expressions of interest should be via the DFID Supplier Portal. Following assessment of tenders, DFID will inform the Tenderers of the decision made and provide feedback to each Tenderer within the bounds of confidentiality. If circumstances require further extension beyond the original contract duration/agreed extensions, DFID will consider doing so by means of the Negotiated Procedure where necessary conditions can be met. 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.

VI.4) PROCEDURES FOR APPEAL

VI.4.1) Body responsible for appeal procedures:

Official Name: Michael Ross

Address: Department for International Development, Abercrombie House, Eaglesham Road

Town: East Kilbride

Country: UK

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: