

Public notice of expression of interest for the negotiated procedure for the assignment of the National Communication Expert service for the site of Tunis.

Within the activities framework of the project *Innovative Means to Protect Water Resources in the Mediterranean Coastal Areas through re-Injection of Treated Water (IMPROWARE)*, CURSA needs to contract an external service for the IMPROWARE tasks related National communications expert in Tunisia.

With the present notice, CURSA is seeking to receive offers for the service in question from applicants satisfying the requirements posted below.

1. OBJECT of the SERVICE

The actions to be implemented in Tunisia by the National Communication Expert (NCE), as provided in WP5 GANTT, are the following:

- Action 1.1 – Stakeholders’ Identification and Analysis
 - a Provide a preliminary list of potential Stakeholders to be included in the Project.
 - b Collect the data requested to perform Stakeholders Analysis using a Data Collection Tool (provided by WP5). Semi-structured interviews are needed in order to fill in the grid for data collection (provided by WP5).
These interviews will be performed according to the Guiding Questions (provided by WP5 in the “Data Collection Tool Guidelines”).
 - c Prepare a dedicated Database containing e-mail and phone contacts of all Stakeholders to be involved in the Project Communication Strategy.
- Action 1.2 - Implementation of participatory processes
 - a Provide logistic support for the organization of Focus-Group meetings with Stakeholders.
 - b Facilitate the Focus-Group meetings. (First Focus-Group meeting to be held in September 2013. Following dates to be defined.)
- Action 2.1 E –learning
 - a Identify (at least) three participants for each module of the E-Learning Training and
 - b For the identification of possible Universities to be involved as referent for the contribution for what concerns local case studies knowledge sharing for each module.
- Action 2.2 Networking
 - a General networking throughout the Project implementation period to raise awareness on IMPROWARE.
- Action 4.1 Identification of media for awareness campaign
 - a Collect information about effective means of communication (TV, Internet, meetings, etc.) to disseminate information in i) the Project study area ii) to the General Public at National level in Tunisia.
Data are to be sent to WP5 Leader & Communication Expert that will systematize them (SWOT analysis) and propose a first draft for a Communication Strategy.
 - b Define a Communication Strategy (proposal elaborated by WP5 Leader & Communication Expert, revised by NCE Tunisia).
 - c Organize an Awareness Campaign about Project’s themes at local and National level.
- Action 4.3 Symposium
 - a Provide an Organizational Secretariat for Project activities and Symposium organization in Tunisia.
 - b Provide support to the preparation of the final Symposium.
 - c Be in charge of an Awareness Raising Campaign about Project’s Symposium.

2. AWARD CRITERIA

Given the high level of human capital involved in the project, interested applicants must submit (according to the modalities outlined below – section 4) both the technical and economic offers. The technical offer

must contain a thorough description of the human resources involved (CV should be attached), and on the work methodology. In addition, references are required for similar projects carried out by the firm. The economic offer should contain the detailed budget for the execution of the service.

The Service will be awarded in accordance with the criterion of the most economically advantageous offer, to be determined by application of the following criteria on according to the following breakdown:

- the technical evaluation will be attributable to a maximum score of 80 points out of 100
- for the economic evaluation will account for a maximum score of 20 points out of 100.

3. REASONS FOR EXCLUSION

a. Grounds for exclusion from participation in procurement

Applicants will be excluded from participation in a procurement procedure if:

- (1) they are bankrupt or being wound up, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are the subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations;
- (2) they have been convicted of an offence concerning their professional conduct by a judgment which has the force of res judicata;
- (3) they have been guilty of grave professional misconduct proven by any means which the Beneficiary can justify;
- (4) they have not fulfilled obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they are established or with those of the country of the Beneficiary or those of the country where the contract is to be performed;
- (5) they have been the subject of a judgment which has the force of res judicata for fraud, corruption, involvement in a criminal organization or any other illegal activity detrimental to the Communities' financial interests;
- (6) they are currently subject to an administrative penalty referred to in section 2.3.5 of the Practical Guide to contract procedures for EC external actions.

Applicants must certify that they are not in one of the situations listed above.

b. Exclusion from award of contracts

Contracts may not be awarded to applicants which, during the procurement procedure:

- (a) are subject to a conflict of interests;
- (b) are guilty of misrepresentation in supplying the information required by the Beneficiary as a condition of participation in the contract procedure or fail to supply this information.

4. MODALITIES AND DEADLINE FOR SUBMISSION

The application (composed of both technical and economic offers) must be received by CURSA, under penalty of exclusion, no later than the date of September 9, 2013 at 12:00am. The economic offer shall be prepared on the basis of the facsimile shown in Annex 1, whilst there are no specific templates for the technical offer. The application and must be sent to the CURSA email: cursa@cursa.it or fax number +39 06 44360433.

At the same time the offer, the company candidate must enclose the requirements in paragraph 2 and declare the non-existence of grounds for exclusion referred to in paragraphs 3 a) and 3 b) of Annex IV "Procurement by grant Beneficiaries in the context of European Union external actions" (Decision C 2034 adopted by the European Commission 24/05/2007).