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**France-Paris: Institution management services
2018/S 120-273783**

Contract notice

Services

Directive 2014/24/EU

Section I: Contracting authority

I.1) Name and addresses

Expertise France
808 734 792 00027
73 rue de vaugirard
Paris
75006
France
Contact person: Alexis Ghosn
E-mail: alexis.ghosn@expertisefrance.fr
NUTS code: FR101
Internet address(es):
Main address: <http://www.expertisefrance.fr>

I.2) Information about joint procurement

I.3) Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://www.expertisefrance.fr/offer-detail?id=710625>
Additional information can be obtained from the abovementioned address
Tenders or requests to participate must be submitted to the following address:
Expertise France — PSD Lebanon Team
West end bldg, level 10, Pasteur street (n° 33)
Beirut — Gemayze
Lebanon
Contact person: Alexis Ghosn
E-mail: alexis.ghosn@expertisefrance.fr
NUTS code: 00
Internet address(es):
Main address: <http://www.expertisefrance.fr>

I.4) Type of the contracting authority

National or federal agency/office

I.5) Main activity

Other activity: International technical cooperation

Section II: Object

II.1) Scope of the procurement

- II.1.1) **Title:**
Management unit of the Integrated Platform of services in two facilities located in Tripoli
Reference number: 2018-M-56
- II.1.2) **Main CPV code**
70331100
- II.1.3) **Type of contract**
Services
- II.1.4) **Short description:**
The specific objectives of the Platform management Unit are as follows:
— formalize a differentiated partnership between the furniture producers and their providers.,
— manage a physical space where designers and furniture producers can interact and co-create,
— provide the hard and soft skills for the furniture producers to integrate quality management and product development as a key activity within their businesses,
— accompany the furniture producers of Tripoli in modernizing their production lines, developing innovative ranges of products that are suiting the demand needs and following the market trends,
— evaluate periodically the impact of the integrated platform services and provide mitigation plans when needed.
- II.1.5) **Estimated total value**
Value excluding VAT: 310 000.00 EUR
- II.1.6) **Information about lots**
This contract is divided into lots: no
- II.2) **Description**
- II.2.1) **Title:**
- II.2.2) **Additional CPV code(s)**
- II.2.3) **Place of performance**
NUTS code: 00
Main site or place of performance:
Tripoli — Lebanon.
- II.2.4) **Description of the procurement:**
The services that are expected to be delivered by the Platform management operator in Tripoli are the following:
1) implement and manage the materials library;
2) implement and manage the prototyping space and services;
3) implement and manage the pre-production and quality management line and services;
4) design and implement a furniture label for the sector in Tripoli and support the producers in integrating the label;
5) support the design and implementation of an online sales platform in collaboration with the leading entity on this task, the Marketing, Sales and Communication Unit;
6) support the selection of the most suitable academic and institutional partners and in the design and management of a strategy of collaboration with them;
7) support BIAT for the design and implementation of the knowledge management system (Observatory) for the furniture sector in Tripoli;
8) support BIAT for the design and implementation of the technical training program related to product development;

- 9) participate to the follow-up, monitoring and evaluation and reporting activities of the project in collaboration with Expertise France, BIAT, the Technical Assistance team and the Marketing, Sales and Communication Unit;
- 10) Provide technical support in the development of the component 3 of the project (Access to finance), in collaboration with BIAT and the Key expert in Access to finance from Expertise France team in Beirut;
- 11) participate to the platform governance structure in order to structure the value chain;
- 12) ensure the sustainability of all the activities developed in the framework of the platform;
- 13) ensure the general management of the two sites and implement the activities with the beneficiaries.

The Platform management Unit will have to provide the following:

- operational integrated platform providing all the services described in the previous chapters of the current terms of reference,
- MoU documents signed with academic and institutional partners and related activities implemented,
- gathered knowledge related with product development:
 - training program related to product development (Prototyping, pre-production, purchase and inputs, knowledge management, quality management, etc.);
 - database of the main providers detected as key potential ones for the furniture producers in Tripoli;
 - database of the designers / architects / Contractors that may be interested and interesting for collaborating with the furniture providers in Tripoli;
 - data related to the different types of raw materials that the furniture producers may use (Technical data, pricing, etc.),
- documented methodology on how to optimize the collaboration between the design sector and the furniture production 1,
- periodic reports related to the activities of technical support that will have been delivered,
- periodic financial statements and reporting of the platform activities implementation.

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6) Estimated value

II.2.7) Duration of the contract, framework agreement or dynamic purchasing system

Duration in months: 15

This contract is subject to renewal: no

II.2.9) Information about the limits on the number of candidates to be invited

Envisaged minimum number: 3

Maximum number: 5

Objective criteria for choosing the limited number of candidates:

Application criteria in order to establish the short list (100 points):

- 1) in house expertise in setting up Platform management Unit and/or wood processing workshop (20 points);
- 2) relevance of references of the candidate comparable to this contract project in terms of budget (from 50 000 EUR), dealing with the setting-up of a platform management Unit and/or a wood processing workshop (40 points);
- 3) relevance of references of the candidate for contract services in the field of private sector development (30 points);
- 4) relevance of references which demonstrate the candidate's knowledge of the specific issues of the geographic area (10 points).

II.2.10) Information about variants

Variants will be accepted: no

II.2.11) Information about options

Options: no

II.2.12) Information about electronic catalogues

II.2.13) Information about European Union funds

The procurement is related to a project and/or programme financed by European Union funds: yes

Identification of the project: "Supporting the private sector development in Lebanon"

II.2.14) Additional information

Content of the expression of interest:

- 1) standard application form B3 available <http://ec.europa.eu/europeaid/prag/document.do?isAnnexes=true>
- 2) description of experiences that could justify competencies of the tenderer to deliver expected results of this contract project (see the criteria Section II.2.9)
- 3) balance sheet over the last 3 years,
- 4) trade registration evidence.

Section III: Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions:

Legal persons are not entitled to participate in this tender procedure or be awarded a contract if they are in any of the conditions mentioned in Article 45 and 48 of the French order n° 2015-899 of 23.7.2015.

The candidate must provide a declaration of honour mentioning that he isn't subjected to a submission ban to public contracts detailed in Article 45 and 48 of the hereabove regulation order.

- 1) Participation is open to all natural persons who are nationals of and legal persons (participating either individually or in a grouping — consortium — of tenderers) which are effectively established in a Member State of the European Union or in an eligible country or territory as defined under the Regulation (EU) n° 236/2014 establishing common rules and procedures for the implementation of the Union's instruments for external action (CIR) for the applicable Instrument under which the contract is financed. Participation is also open to international organisations.
- 2) All eligible natural and legal persons (as per Item 1 above) or groupings of such persons (consortia) may apply. A consortium may be a permanent, legally-established grouping or a grouping which has been constituted informally for a specific tender procedure. All members of a consortium (i.e., the leader and all other members) are jointly and severally liable to the Contracting Authority. The participation of an ineligible natural or legal person (as per Item 1) will result in the automatic exclusion of that person. In particular, if that ineligible person belongs to a consortium, the whole consortium will be excluded.

III.1.2) Economic and financial standing

III.1.3) Technical and professional ability

List and brief description of selection criteria:

- the average annual permanent staff of the candidate working in the fields related to this contract, for the current year and the two previous years, must be at least 3,
- the candidate has provided services under at least 1 contract in the field of private sector development.

III.1.5) Information about reserved contracts

III.2) Conditions related to the contract

III.2.1) Information about a particular profession

III.2.2) **Contract performance conditions:**

III.2.3) **Information about staff responsible for the performance of the contract**

Section IV: Procedure

IV.1) **Description**

IV.1.1) **Type of procedure**

Competitive procedure with negotiation

IV.1.3) **Information about a framework agreement or a dynamic purchasing system**

IV.1.4) **Information about reduction of the number of solutions or tenders during negotiation or dialogue**

IV.1.5) **Information about negotiation**

The contracting authority reserves the right to award the contract on the basis of the initial tenders without conducting negotiations

IV.1.6) **Information about electronic auction**

IV.1.8) **Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: yes

IV.2) **Administrative information**

IV.2.1) **Previous publication concerning this procedure**

IV.2.2) **Time limit for receipt of tenders or requests to participate**

Date: 23/07/2018

Local time: 13:00

IV.2.3) **Estimated date of dispatch of invitations to tender or to participate to selected candidates**

IV.2.4) **Languages in which tenders or requests to participate may be submitted:**

English

IV.2.6) **Minimum time frame during which the tenderer must maintain the tender**

Duration in months: 3 (from the date stated for receipt of tender)

IV.2.7) **Conditions for opening of tenders**

Section VI: Complementary information

VI.1) **Information about recurrence**

This is a recurrent procurement: no

VI.2) **Information about electronic workflows**

VI.3) **Additional information:**

Applicable regulation: Ordonnance n° 2015-899 of 23.7.2015 and implementing Decree n° 2016-360 of 25.3.2016 (Articles 71, 72 and 73).

The procedure will take place in 2 stages. The candidate is invited to submit his expression of interest to the tender within the time limit indicated by the present notice. For the next step, unless a candidate express formerly his disagreement, the tendering period shall last at least 15 days. Shortlisted experts will then be invited to submit a financial and a technical offer. Only candidates who provided the documentation as set forth in section III will be assessed on the basis of their capacity to fulfil the tasks set out in this call for expressions of interest.

Tenders must be submitted either by email to alexis.ghosn@expertisefrance.fr before 23.7.2018 at 13:00 (Beirut Lebanon time), either through mail or delivered by hand against acknowledgement of receipt at the following adress:

Expertise France PSD Lebanon Team 10th Floor, West End bldg, Pasteur Street — Beyrouth.

Tenderers must enter the following reference of the "Plateform mannagement unit".

These offers (mail or delivered by hand) must be sent with an electronic device.

They must include the requested documents above.

Context EU funded:

The programme aims contribute to Lebanon's economic development and job creation by enhancing the productivity and competitiveness of its private sector with a focus on vulnerable groups. It will achieve this by supporting micro, small and medium sized enterprises by increasing their competitiveness and participation in the economy by fostering their development and integration into value chains.

The specific project objectives are:

- to re-organize MSMEs into stronger groups for a more efficient and cost-effective use of inputs and resources operating in the framework of an adopted and integrated action plan,
- to expand the current market positioning of the MSMEs' target sectors and sub-sectors and to access new markets,
- to facilitate access to finance for needed investments, utilizing available funding instruments,
- to create new and inclusive employment opportunities as a result of increased productions and sales.

The programme will support the competitiveness of agribusiness and wood processing value chains and will operate in Tripoli, and the Akkar and Beqaa regions. It will be structured into 3 Components:

- C1: Agribusiness value chain,
- C2: Wood Processing value chain,
- C3: Access to Finance.

The programme design includes interventions across the entire value chain with a strategic focus on product improvement and market access. All value chains require structured support across all segments of the value chain including, input supply, production, processing, packaging and market access.

The programme design will address these issues in the following way:

- establish a Market and Value Chain Information Systems,
- define target markets and identify the gaps to meet market requirements,
- define target markets and identify the gaps to meet market requirements,
- delivering the action plans to support each stakeholder in the value chains,
- develop a grant programme to offer cost sharing investments into infrastructure and equipment to improve production and processing capacity,
- strengthening the relationship between the Banking and Financial institutions and the stakeholders across the value chains.

The Wood Processing Component is structured into 4 main actions that are managed by the Business Incubator Association of Tripoli (BIAT) with the support of a Technical Assistance Team (TAT) and Expertise France:

- A2.1: Information System;
- A2.2: Marketing, sales and Communication (implemented by a service provider);
- A2.3: Support to furniture producers;
- A2.4: Integrated Platform (to be recruited in the framework of this Call for Tenders).

VI.4) **Procedures for review**

VI.4.1) **Review body**

The Paris Administrative Court
7 rue de Jouy
Paris
75004
France

E-mail: greffe.ta-paris@juradm.fr

VI.4.2) **Body responsible for mediation procedures**

VI.4.3) **Review procedure**

VI.4.4) **Service from which information about the review procedure may be obtained**

Registry of the Paris Administrative Court

7 rue de Jouy

Paris

75004

France

E-mail: greffe.ta-paris@juradm.fr

VI.5) **Date of dispatch of this notice:**

22/06/2018