





3.2. Please email the IUCN contact to express your interest in submitting a proposal by the deadline stated below. This will help IUCN to keep you updated regarding the procurement.

**4. COMPLETING AND SUBMI**



Where CVs are requested, these must be of the individuals who will actually carry out the work specified. The individuals you put forward may only be substituted with IUCN’s approval.

IUCN will evaluate technical proposals with regards to each of the following criteria and their relative importance:

	<b>Description</b>	<b>Information to provide</b>	<b>Relative weight</b>
1	Experience in similar projects	Under this criterion, each completed project with a similar scale and scope of this project should be explained. This includes the type of the implemented systems and the scale of the project.	25%

**This part comprises two components:**

- Ø **A detailed work plan that clarifies all working steps in a detailed manner with a clear role of the staff members (Who does what).**
- Ø **CVs of key staff members whose qualifications are:**

The contractor must provide Staff qualifications and documents, with the below requirements:

**Team leader;**

- University degree in civil, construction, irrigation, or relevant field
- A minimum of 10 years of experience in the fields of civil and agricultural works.
- Experience in the field of agricultural projects in at least three similar projects
- Advanced knowledge of English and Arabic languages.
- 

2 Detail Workplan & CVs of the technical staff





**Attachment 4 BOQs and Specification shows the required break down for pricing purposes.**

- 4.6. Additional information not requested by IUCN should not be included in your Proposal and will not be taken into account in the evaluation.
- 4.7. Your proposal must remain valid and capable of acceptance by IUCN for a period of 90 calendar days following the submission deadline.
- 4.8. *Withdrawals and Changes*  
You may freely withdraw or change your proposal at any time prior to the submission deadline by written notice to the IUCN Contact. However, in order to reduce the risk of fraud, no changes or withdrawals will be accepted after the submission deadline.

**5. EVALUATION OF PROPOSALS**

5.1. *Completeness*

IUCN will firstly check your proposal for completeness. Incomplete proposals will not be considered further.

5.2. *Pre-Qualification Criteria*

Only proposals that meet all of the pre-qualification criteria will be evaluated.

5.3. *Technical Evaluation*

5.3.1. *Scoring Method*

Your proposal will be assigned a score from 0 to 10 for each of the technical evaluation criteria, such that '0' is low and '10' is high.

5.3.2. *Minimum Quality Thresholds*

Proposals that receive a score of '0' for any of the criteria will not be considered further.

5.3.3. *Technical Score*

Your score for each technical evaluation criterion will be multiplied with the respective relative weight (see Section 4.4) and these weighted scores added together to give your



Thus, for example, if your technical score is 83% and your financial score is 77%, you will receive a total score of  $83 * 70\% + 77 * 30\% = 58.1\% + 23.1\% = 81.2\%$ .

Subject to the requirements in Sections 4 and 7, IUCN will award the contract to the bidder whose proposal achieves the highest total score.

## **6. EXPLANATION OF PROCUREMENT PROCEDURE**

6.1. IUCN is using the Open Procedure for this procurement. This means that the contracting opportunity is published on IUCN's website and open to all interested parties to take part, subject to the conditions in Section 7 below.

6.2.



