

Standard Procurement Documents

Selection of Consultants - Request for Expression of Interest

Agence Française de Développement



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Council for Development & Reconstruction

Request for Expressions of Interest

N° XX/XXX/XX/2019

COMPREHENSIVE QADISHA VALLEY PILOT WASTEWATER PROJECT

SELECTION OF CONSULTING SERVICES FOR DESIGN & SUPERVISION (TECHNICAL PROJECT MANAGEMENT “MOE”)

The COUNCIL FOR DEVELOPMENT AND RECONSTRUCTION (CDR), hereinafter called "the Client", as executing agency acting for and on behalf of the GOVERNMENT OF LEBANON, received the loan no. CLB 1054 01 F from the French Agency for Development (hereinafter called "AFD") for the COMPREHENSIVE QADISHA VALLEY PILOT WASTEWATER PROJECT.

The Client intends to apply a portion of the proceeds of this financing to eligible payments under the contract for which this Request for Expression of Interest is issued.

The Client hereby invites consultants to submit Expressions of Interest to provide consulting services required for: TECHNICAL PROJECT MANAGEMENT “MOE”, (hereinafter called “Services”).

For more information on the Services, please consult the COUNCIL FOR DEVELOPMENT AND RECONSTRUCTION.

The services of this call for tenders will be co-financed by AFD / Republic of Lebanon.

The Services of the consultant shall consist in the following tasks.

- **Background: project and services objectives:**

The purpose of the Comprehensive Qadisha Wastewater Project is to improve the health conditions of the population of the Qadisha Valley and 3 related districts (Batroun, Dennieh and Koura) through the implementation of an integrated wastewater collection and treatment system and a pilot operating model.

The Lebanese Republic is the beneficiary of the project. The CDR is responsible for delegated project management and is the contracting authority. At the end of the project, the executed infrastructures (Networks, Pumping Stations and Treatment Plants) shall be handed over by the CDR to the NLWE and / or the municipalities according to the terms of the retrocession agreements (see part 2).

It will be essential to involve the North Lebanon Water Establishment in the management and monitoring of the project. Similarly, since municipalities are at the forefront of mobilizing future users for their connection to the network and their acceptance of works, as well as in the negotiations for the release of land rights, they must also, through the Federation which represents them for Bcharreh and directly for the municipalities of the 3 other districts, to be associated to the monitoring of the project.

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The project, with an anticipated five-year implementation period, sets as the main objectives to:

- a). put into operation an integrated collection - treatment system (56,500 PE) based on simple biological purification technologies and low operating costs
 - in the Qadisha Valley (Bcharreh District), a low-density mountainous area, part of which is classified as World Heritage (UNESCO),
 - in the 3 related districts (Batroun, Dennieh and Koura);
 - and the installation, at the request of the Ministry of Water, of 3 to 5 pilot units in the neighbouring districts of Batroun, Koura and Danieh.
- b). develop a pilot model and sustainable operating skills for new wastewater systems.

Its instruction reflects a common desire (Ministry, CDR, NLWE, Federation of Municipalities) to make this project a pilot and demonstration of the application of the guiding principles of the water code at the same time for the following tasks:

- i) the choice of the purification techniques (including, among the 25 WWTP: 18 Reed bed filters, 3 biological filters and 4 plants of activated sludge type (BA)) adapted to the specificity of the site (mountain valley, World Heritage) and;
- ii) the process of preparing land agreements.

The project aims at achieving the following three components (see Appendix B for more details):

- Component 1: collection and treatment infrastructure – 27 m€
- Component 2: supporting measures: the accompanying measures will be implemented with the support of a project management assistance (ATMO) with the CDR and the Technical project management (MOE), recruited by the CDR through international call for tenders.
- Component 3: capitalization, evaluation and audit

The final version of the interim report of feasibility of the Merlin / Elard consortium was presented on October 28, 2016: it follows the update of the wastewater master plan of the Bcharreh Caza and includes the preliminary design studies (APS) of the planned works, as well as a draft Environmental and Social Commitment Plan (ESCP).

- **Scope of Services, technical project management (MOE)**

The Consultant (group of international / national consulting firms) will assist the CDR in its project management assistance contract (MOE) and in particular: Preparation of Detailed Designs, Execution Drawings, Tender Documents, Expropriation Files, and Supervision of the Construction Works that constitute this Project. In addition to that, the awarded Consultant shall be in charge of the supervision over the training of technical staff and the operation and maintenance of the implemented systems when put in service.

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The Head of Mission / Project, international or national hydraulic expert / permanent wastewater specialist at the CDR will be mobilized on full time and coordinate with the (MOE) team to facilitate the implementation of the Project. It could be 2 different experts, depending on the relevance of their profiles, so as to ensure optimal articulation between the design and supervision phases, and the related technical issues.

The team of the MOE will be organized around a Head of Mission / Project, with the support of a Project Manager, an international expert in support / supervision leading specific missions, which will ensure continuity from beginning to end of the mission of the MOE.

During the pre-execution Design Phase (Phases 1 &2):

The full-time Head Project Manager, with evident experience in Managing Wastewater Design missions for at least 7 years, shall coordinate with the following minimum personnel:

- a full-time Project Engineer Specialist in Civil Engineering at least 5 years design of wastewater projects and facilities,
- a full-time Project Engineer Specialist in Wastewater Treatment with at least 5 years experience in design of wastewater treatment processes,
- a full-time Project Engineer Specialist in Electro-mechanical with at least 5 years experience in the design of Electro-Mechanical equipment in hydraulics,
- a full-time Surveyor/Draftsman with a TS in Surveying and at least 5 years of professional experience in Surveying, (not forming part of the evaluation criteria).

During the Construction Phase (Phase 3):

The Consultant team, in addition to the resident full-time Project Manager, with evident experience in Managing Wastewater Projects for more than 8 years, shall comprise the following personnel:

- a team of national or international full-time or part-time experts:

- a full-time Project Engineer Specialist in Civil Engineering with experience of at least 5 years in supervision of wastewater projects,
- a full-time Project Engineer Specialist in Wastewater Treatment with at least 5 years experience in Supervision of Wastewater projects (supervision of RBFs is a must),
- a full-time Project Engineer Specialist in Electro-mechanical with at least 5 years experience in supervision or execution of hydraulic facilities,
- a full-time Surveyor/Draftsman with a TS certificate and at least 5 years experience in Surveying, (not forming part of the evaluation criteria).

- a team of national full-time experts (not forming part of the evaluation criteria):

- a full-time Project Supervisor “Foreman” with at least a TS in fields connected to Civil and Electro-Mechanical fields with at least 10 years experience, at least 5 years over wastewater projects,
- a full-time Project Supervisor “Foreman” with at least a TS in fields connected to Civil and Electro-Mechanical with at least 10 years general experience, with at least 5 years experience in wastewater projects,

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During the Operation and Maintenance Phase (Phase 4):

The Consultant team, in addition to the part-time resident Project Manager, shall comprise the following personnel:

- a team of national or international full-time or part-time experts:

- a part-time Project Engineer Specialist in Civil Engineering with experience of at least 5 years in wastewater projects,
- a part-time Project Engineer Specialist in Wastewater Treatment with at least 5 years experience in Supervision of Wastewater projects (supervision of RBFs is a must),
- a part-time Project Engineer Specialist in Electro-mechanical with at least 5 years experience in supervision or execution of hydraulic facilities,
- a part-time Surveyor with a TS certificate and at least 7 years experience in Surveying, (not forming part of the evaluation criteria)

- a team of national full-time or part-time experts: (not forming part of the evaluation criteria)

- a part-time Project Inspector “Foreman” with at least a TS in fields connected to Civil and Electro-Mechanic,
- a part-time Project Inspector “Foreman” with at least a TS in fields connected to Civil and Electro-Mechanic,

The Consultant shall be aware of the different experience requirements throughout the whole mission, and shall keep that in mind when key-personnel are proposed for each phase; moreover, if he proposes the same personnel to undertake all the responsibilities as required, he shall verify that each one of these personnel meets all the expected requirements and is apt for the job title throughout the whole mission.

More details of the services will be specified in the Terms of Reference.

- **Submission**

The Client hereby invites consultants to show their interest in delivering the Services described above.

Eligibility criteria to AFD’s financing are specified in sub-clause 1.3 of the “Procurement Guidelines for AFD-Financed Contracts in Foreign Countries”, available online on AFD’s website www.afd.fr.

Interested consultants must provide information evidencing that they are qualified and experienced to perform those Services. For that purpose, documented evidence of recent and similar services shall be submitted.

If the consultant is a Joint Venture (JV), the Expression of Interest shall include a copy of the JV Agreement entered into by all members. Alternatively, a letter of intent to execute a JV Agreement in the event of a successful proposal shall be signed by all members and submitted with the Expression of Interest, together with a copy of the proposed Agreement.

Determination of the eligibility of the Prospective Bidder to be qualified for the short-listed stage, shall be based on certificates of completion of similar type duties in similar projects as follows:

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- The similarity in contracts size for similar duties;
- The nature of the Services: Design and Supervision (Technical Project Management “MOE”) in the WasteWater Sector for at least 20 years. Projects that are counted as a professional experience for the determination of eligibility of the prospective bidder shall be related directly to Wastewater (Design and Supervision) collection and treatment projects. Other experiences (Water, Storm water, gas, ... etc.) will be deemed irrelevant and shall be excluded. The Projects’ certificates shall be related to duties at least provisionally accepted at the time of submittal of the Expression of Interest for these duties, otherwise, the certificates shall not be counted for;
- Specific Experience in Design and Supervision, during the last 10 years, over Wastewater Treatment Plants “WWTPs” projects with the following minimum characteristics:
 - At least 1 FPR WWTP with a daily treatment capacity of 150 m³.
 - At least 1 “Rotating Biological Contractors (RBC)” WWTP with a minimum daily treatment capacity of 700 m³.
 - At least 1 “Activated Sludge (AS)” WWTP with a minimum daily treatment capacity of 1,800 m³.
- Geographical context: experience in the country, and in languages for the project (French, English, Arabic).

The Client will also take into account for the evaluation of the applications the following items:

- Skills and availability of in-home office technical backup provided to the on-site experts; in particular in Reed bed filters
- Local representatives/partners;

Among the submitted applications, the Client will shortlist a maximum of 5 consultants, to whom the Request for Proposals to carry out the Services shall be sent.

Expressions of Interest must be submitted to the address below no later than **Monday September 2nd, 2019**.

- submitted against receipt to the Tenders Department in the *Council for Development and Reconstruction, Tallet El Serail, Legal Affairs Division, Tenders Department, Beirut, Lebanon* **no later than the deadline for receipt of the expression of interest.**
- **addressed** registered letter with acknowledgment of receipt to the Tenders Department in the *Council for Development and Reconstruction, Tallet El Serail, Legal Affairs Division, Tenders Department, Beirut, Lebanon* **no later than the same date as below.**

The applications must be submitted in 3 copies (1 original and 2 copies + 3 copies on CD-ROM or USB key) in an envelope with the mention “Expression of Interest for the recruitment of the Design and Supervision: technical project management (MOE), Qadisha Valley Comprehensive Pilot Wastewater Project

Fluency in French is essential and the proposals shall be submitted in either English or French.

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Prospective Qualified Bidders, individuals or part of a Joint Venture, are welcomed to express their interest for both tenders related to the Technical Assistantship (ATMO), or this one pertinent to the Technical Project Management (MOE) for the Comprehensive Qadisha Valley Pilot Wastewater Project. However, if a Consultant, or any part of a Joint Venture forming a JV group, is awarded the T.A. (technical assistantship “ATMO”) duties for this project, this leads to an automatic disqualification for that individual, or group, for the Technical Project Management (MOE), and therefore, he shall not be awarded any type of duties related to the Technical Project Management (MOE) in this case.

Consultants requiring any clarification of these documents shall notify CDR in writing or by facsimile at CDR’s following address during office hours.

**Council for Development and Reconstruction
Tallet El Serail
Legal Affairs Division
Tenders Department
Beirut
Lebanon
Facsimile: + 961 1 981255**

It is recommended to clearly specify the references of this invitation to expression of interest (N ° Lot) and the project.

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Appendix to the Request for Expressions of Interest (to be submitted with the application, signed and unaltered)

Statement of Integrity, Eligibility and Social and Environmental Responsibility

Reference name of the bid or proposal: _____ (The "Contract")

To: _____ (The "Contracting Authority")

- 1) We recognise and accept that Agence Française de Développement ("AFD") only finances projects of the Contracting Authority subject to its own conditions which are set out in the Financing Agreement which benefits directly or indirectly to the Contracting Authority. As a matter of consequence, no legal relationship exists between AFD and our company, our joint venture or our suppliers, contractors, subcontractors, consultants or subconsultants. The Contracting Authority retains exclusive responsibility for the preparation and implementation of the procurement process and performance of the contract. The Contracting Authority means the Purchaser, the Employer, the Client, as the case may be, for the procurement of goods, works, plants, consulting services or non-consulting services.
- 2) We hereby certify that neither we nor any other member of our joint venture or any of our suppliers, contractors, subcontractors, consultants or subconsultants are in any of the following situations:
 - 2.1) Being bankrupt, wound up or ceasing our activities, having our activities administered by the courts, having entered into receivership, reorganisation or being in any analogous situation arising from any similar procedure;
 - 2.2) Having been:
 - a. convicted within the past five years by a court decision, which has the force of *res judicata* in the country where the Contract is implemented, of fraud, corruption or of any other offense committed during a procurement process or performance of a contract (in the event of such conviction, you may attach to this Statement of Integrity supporting information showing that this conviction is not relevant in the context of this Contract);
 - b. subject to an administrative sanction within the past five years by the European Union or by the competent authorities of the country where we are constituted, for fraud, corruption or for any other offense committed during a procurement process or performance of a contract (in the event of such sanction, you may attach to this Statement of Integrity supporting information showing that this sanction is not relevant in the context of this Contract);
 - c. convicted within the past five years by a court decision, which has the force of *res judicata*, of fraud, corruption or of any other offense committed during the procurement process or performance of an AFD-financed contract;
 - 2.3) Being listed for financial sanctions by the United Nations, the European Union and/or France for the purposes of fight-against-terrorist financing or threat to international peace and security;
 - 2.4) Having been subject within the past five years to a contract termination fully settled against us for significant or persistent failure to comply with our contractual obligations during contract performance, unless this termination was challenged and dispute resolution is still pending or has not confirmed a full settlement against us;

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- 2.5) Not having fulfilled our fiscal obligations regarding payments of taxes in accordance with the legal provisions of either the country where we are constituted or the Contracting Authority's country;
 - 2.6) Being subject to an exclusion decision of the World Bank and being listed on the website <http://www.worldbank.org/debarr> (in the event of such exclusion, you may attach to this Statement of Integrity supporting information showing that this exclusion is not relevant in the context of this Contract);
 - 2.7) Having created false documents or committed misrepresentation in documentation requested by the Contracting Authority as part of the procurement process of this Contract.
- 3) We hereby certify that neither we, nor any of the members of our joint venture or any of our suppliers, contractors, subcontractors, consultants or subconsultants are in any of the following situations of conflict of interest:
- 3.1) Being an affiliate controlled by the Contracting Authority or a shareholder controlling the Contracting Authority, unless the stemming conflict of interest has been brought to the attention of AFD and resolved to its satisfaction;
 - 3.2) Having a business or family relationship with a Contracting Authority's staff involved in the procurement process or the supervision of the resulting Contract, unless the stemming conflict of interest has been brought to the attention of AFD and resolved to its satisfaction;
 - 3.3) Being controlled by or controlling another bidder or consultant, or being under common control with another bidder or consultant, or receiving from or granting subsidies directly or indirectly to another bidder or consultant, having the same legal representative as another bidder or consultant, maintaining direct or indirect contacts with another bidder or consultant which allows us to have or give access to information contained in the respective applications, bids or proposals, influencing them or influencing decisions of the Contracting Authority;
 - 3.4) Being engaged in a consulting services activity, which, by its nature, may be in conflict with the assignments that we would carry out for the Contracting Authority;
 - 3.5) In the case of procurement of goods, works or plants:
 - Having prepared or having been associated with a consultant who prepared specifications, drawings, calculations and other documentation to be used in the procurement process of this Contract;
 - Having been recruited (or being proposed to be recruited) ourselves or any of our affiliates, to carry out works supervision or inspection for this Contract;
- 4) If we are a state-owned entity, and to compete in a procurement process, we certify that we have legal and financial autonomy and that we operate under commercial laws and regulations.
- 5) We undertake to bring to the attention of the Contracting Authority, which will inform AFD, any change in situation with regard to points 2 to 4 here above.
- 6) In the context of the procurement process and performance of the corresponding contract:
- 6.1) We have not and we will not engage in any dishonest conduct (act or omission) deliberately intended to deceive others, to intentionally conceal items, to violate or vitiate someone's consent, to make them circumvent legal or regulatory requirements and/or to violate their internal rules in order to obtain illegitimate profit;

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6.2) We have not and we will not engage in any dishonest conduct (act or omission) contrary to our legal or regulatory obligations or our internal rules in order to obtain illegitimate profit;

6.3) We have not promised, offered or given and we will not promise, offer or give, directly or indirectly to (i) any Person who holds a legislative, executive, administrative or judicial mandate within the State of the Contracting Authority regardless of whether that Person was nominated or elected, regardless of the permanent or temporary, paid or unpaid nature of the position and regardless of the hierarchical level the Person occupies, (ii) any other Person who performs a public function, including for a State institution or a State-owned company, or who provides a public service, or (iii) any other person defined as a Public Officer by the national laws of the Contracting Authority's country, an undue advantage of any kind, for himself or for another Person or entity, for such Public Officer to act or refrain from acting in his official capacity;

6.4) We have not promised, offered or given and we will not promise, offer or give, directly or indirectly to any Person who occupies an executive position in a private sector entity or works for such an entity, regardless of the nature of his/her capacity, any undue advantage of any kind, for himself or another Person or entity for such Person to perform or refrain from performing any act in breach of its legal, contractual or professional obligations;

6.5) We have not and we will not engage in any practice likely to influence the contract award process to the detriment of the Contracting Authority and, in particular, in any anti-competitive practice having for object or for effect to prevent, restrict or distort competition, namely by limiting access to the market or the free exercise of competition by other undertakings;

6.6) Neither we nor any of the members of our joint venture or any of our suppliers, contractors, subcontractors, consultants or subconsultants shall acquire or supply any equipment nor operate in any sectors under an embargo of the United Nations, the European Union or France;

6.7) We commit ourselves to comply with and ensure that all of our suppliers, contractors, subcontractors, consultants or subconsultants comply with international environmental and labour standards, consistent with laws and regulations applicable in the country of implementation of the Contract, including the fundamental conventions of the International Labour Organisation (ILO) and international environmental treaties. Moreover, we shall implement environmental and social risks mitigation measures when specified in the environmental and social commitment plan (ESCP) provided by the Contracting Authority.

- 7) We, as well as members of our joint venture and our suppliers, contractors, subcontractors, consultants or subconsultants authorise AFD to inspect accounts, records and other documents relating to the procurement process and performance of the contract and to have them audited by auditors appointed by AFD.

Name: _____ In the capacity of: _____

Duly empowered to sign in the name and on behalf of: _____

Signature: _____ Dated: _____

Appendix B to the Request for Expressions of Interest

Component 1: collection and treatment infrastructure – 27 m€

Collection and treatment infrastructure of the district of Bcharré

22 municipalities/ localities of the caza of Bcharré shall benefit from this comprehensive project.

The infrastructure is sized to collect the pollution load by 2040. The Project shall be comprised of:

- 22 decentralized wastewater treatment plants (WWTP) with a cumulative capacity of 53,740 PE (by 2040), of which a majority (15) of **reed bed filters type (RBF)**, 3 **rotating biological contractors treatment plants (RBC)**, and 4 **activated sludge treatment plants (AS)**,
- approximately 87 km of gravity collection networks (including secondary and tertiary networks and 3,233 multiple manholes),
- 22 pumping stations and 8 km of associated lift lines.

Mechanized treatment with Activated Sludge or RBC, is recommended for localities of more than 2500 PE. All the Plants will be equipped with ultraviolet treatment and will eventually include a process of local recycling of by-products (sewage sludge, reed grass etc.).

Users finance their connection (private part) to the collection networks.

The Project develops an integrated approach and prioritizes the operation of WWTPs during its execution phase:

- on one hand, the mandates supporting information / communication to users (IEC), the preparation of contracts with purchase orders (supply, connection works) and certification of connections are included into the project (see component 2);
- on the other hand, the connection objectives are set according to the minimum load to be observed at the completion of the works (30% for each WWTP) and according to the minimum operating financial balance (55% of the actual connections as of the implementation date).

It has been decided to consider jointly the network works, discharge pumping stations and treatment units according to the following indicative division in lots

- 2 to 3 lots for the 15 RBF stations (price list contract);
- 1 lot for the 3 RBC treatment plants: price list contract for the networks part and design-build-operate contract for the plants part (BOD limited to 12 months of operation to facilitate the simulation of the personnel);
- 1 lot for the 4 activated sludge Plants: price list contract for the network part and BOD contract for the treatment units (12 months of operation support).

The project will finance the "exploitation" part of BOD contracts up to a maximum of 12 months, but also the deadline for the payment of project funds.

Infrastructure for collection and treatment of the districts of Batroun, Dennieh and Koura

To spread the RBF technique, at least one village per district shall be involved in this pilot operation for a total dimensioning of 2,500 PE by 2040. The implementation of the new works encompasses:

- 3 to 5 wastewater treatment plants (WWTP) in RBF,
- At least 9 km of gravity collection networks (at least 310 manholes),

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- At least 9 pumping stations and 3 km of associated lift lines.

These developments will be executed as part of a work lot (price list contract) unique or attached to one of the RBF work lots of the Bcharreh District.

This first component will also be able to finance the needs of equipment for the exploitation related to the repurposing of waste products and activated sludge (mechanical shovel, harvester, mower, grinder, storage cell of a composting platform etc.).

Component 2: supporting measures:

The implementation of the project is based on a procurement plan composed of the following contracts:

- a contract with a group of international / national legally-established professional consulting firms (MOE) for the realization of the detailed studies (including ESIA / ESMP) and the preparation of the Tender documents for the realization of the treatment plants, as well as for the services of monitoring and control of the works;
- supply and works contracts with international and / or local companies for the construction of wastewater treatment plants, collection networks and pumping stations;
- a project management assistance contract (ATMO) with a group of international / national consulting firms for the management of decision support processes, support for project management and monitoring, strengthening of institutional capacities, the training of technical staff for the operation and management of the social project management process.

Component 3: capitalization, evaluation and audit– 0,3 m€

This component will be used to finance all capitalization shares favourable to the evaluation and valuation of the approaches tested in the framework of this pilot project. It will also cover the financing of the annual financial audit mandates for project funds and the verification of the conformity of procedures with respect to the financing agreement.

This component will have for object to finance all the actions of capitalization favorable to the evaluation and the valuation of the initiatives tested within the framework of this pilot project. It will also cover the financing of the annual financial audit mandates of the project funds and of the conformity of procedures with respect to the financing agreement. It will be realized by the CDR.

Schedule of planned interventions:

The project is planned for a duration of 5 years (expected start in the third half of 2019 and expected end in the second half of 2024).

The following procedure is given as an indication, the consultant may modify it during the development of its proposal and adapt it to the terms of reference to which it responds.