

Draft Services Restricted Procedure Notice (OJEU Notice)

Section I: Contracting authority

I.1) Name, addresses and contact point(s):

Official name: UK Department for International Development

Postal address: c/o CA Legal, St. Nicholas House, St. Nicholas Road

Town: Sutton

Telephone: +44 (0) 208 643 9794

E-mail: Angus.Kirk@calegal.co.uk

Contact point(s): Angus Kirk

For the attention of: Angus Kirk

Postal code: SM1 1EL

Country: UNITED KINGDOM

Fax: +44 (0)20 8770 9184

General address of the contracting authority (URL):

<http://www.dfid.gov.uk>

Address of the buyer profile (URL):

I.1.1) Further information can be obtained at: As in I.1.

I.1.2) Specifications and additional documents (including documents for a Dynamic Purchasing System) can be obtained at:

I.1.3) Tenders or requests to participate must be sent to: As in I.1.

I.2.1) Type of contracting authority:

If 'other' please specify:

I.2.2) Main activity or activities:

If 'other' please specify:

I.2.2) The contracting authority is purchasing on behalf of other contracting authorities?: No

Section II: Object of the Contract

II.1) Description:

II.1.1) Title attributed to the contract by the contracting authority:

Rwanda: Access to Finance Rwanda Programme – AFR

II.1.2) Service Category:

11.

II.1.2.1) Main place of performance:

Rwanda

NUTS Code

II.1.3) The notice involves A public contract

II.1.4) Information on framework agreement (if appropriate)

Number:

II.1.4.1) Duration of the framework agreement (if appropriate):

Period in year(s):

Or month(s):

Justification for a framework agreement the duration of which exceeds four years:

II.1.4.2) Estimated total value of purchases for the entire duration of the framework agreement (give figures only):

Estimated value excluding VAT:

Or range: between:

and:

Currency:

Frequency and value of the contracts to be awarded (if possible):

II.1.5) Short description of the contract or purchase(s):

UK Department for International Development (“**DFID**”) wishes to recruit a service provider to establish and support the administration of the AFR not-for-profit entity (intended to be a Rwandan company limited by guarantee (a “**CLG**”)) in Rwanda. The primary objective of AFR is to increase access to financial services and to improve the livelihoods of poor rural and urban people in Rwanda. AFR is intended to mobilise significant developmental resources and to develop a coordinated and coherent donors’ approach to improving access to financial services for the poor in Rwanda. It is expected that the AFR CLG will commence its activities in Rwanda in the second half of 2010 with funding from DFID and from the World Bank for an initial period of operations of three years. The contract is expected to begin in mid 2010 with an initial inception period of 3 months in order for the service provider to undertake start-up activities. Assuming successful completion of the start-up phase, the service provider will act as professional director and member of the AFR CLG and will provide financial management, procurement and legal services, as well as administrative/logistical support to establish the AFR CLG and achieve the objectives set out in the AFR Programme Memorandum a copy of which is available on this website and the AFR CLG’s own Strategic Plan which will be put in place following the establishment of the AFR CLG.

II.1.6) Common Procurement Vocabulary (CPV):

Main Object: 79412000-5

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

II.1.8) Division into lots?: No

If yes, tenders should be submitted for:

Lot no.:

II.1.9) Variants will be accepted: No

II.2) Quantity or scope of the contract:

II.2.1) Total quantity or scope (including all lots and options, if applicable):

If known, estimated value excluding VAT (give figure only):

Or range: between:

and:

Currency: Pounds Sterling

II.2.2) Options (if applicable):

If yes, description of these options:

If known, provisional timetable for recourse to these options:

Period in month(s):

Or day(s):

Number of possible renewals (if any):

Or range: between:

and:

If known, in the case of renewable contracts, estimated time-frame for subsequent contracts:

In month(s):

and/or days (from the award of the contract):

II.3) Duration of the contract or time period for completion:

Either, Period in months: 39 (from the award of the contract)

and/or days:

Or, Starting:

and/or ending:

Section III: Legal, Economic, Financial and Technical Information

III.1) Conditions relating to the contract:

III.1.1) Deposits and guarantees required (if applicable):

III.1.2) Main financing conditions and payment arrangements and/or reference to the relevant provisions regulating them: The contract with DFID (and the contract subsequently with the AFR CLG) will be governed by English law. Prices are not required at expression of interest stage, however, when required 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 to award the contract.

III.1.3) Legal form to be taken by the grouping of economic operators to whom the contract is to be awarded (if applicable): Joint and several liability

III.1.4) Other particular conditions to which performance of the contract is subject (if applicable): No

If yes, description of particular conditions:

III.2) CONDITIONS FOR PARTICIPATION

III.2.1) Personal situation of economic operators, including requirements relating to enrolment on professional or trade registers:

Any supplier may be disqualified who:

Information and formalities necessary for evaluating if requirements are met:

III.2.2) Economic and financial capacity:

A statement of the undertaking's overall turnover and, where appropriate, of turnover in the area covered by the contract for a maximum of the last three financial years available, depending on the date on which the undertaking was

set up or the economic operator started trading, as far as the information on these turnovers is available.

Information and formalities necessary for evaluating if requirements are met (if applicable):

Minimum level(s) of standards possibly required (if applicable): Must have been trading for at least 3 years.

III.2.3) Technical capacity:

Information and formalities necessary for evaluating if requirements are met (if applicable):

Minimum level(s) of standards possibly required (if applicable):

III.2.4) Reserved contracts (if applicable): No

III.3) CONDITIONS SPECIFIC TO SERVICES CONTRACTS

III.3.1) Execution of the service is reserved to a particular profession: No
If yes, reference of the relevant law, regulation or administrative provision:

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:

Restricted procedure

IV.1.2) Limitations on the number of operators that will be invited to tender or to participate (when applicable):

Envisaged number of operators:

Or envisaged minimum number: 5

and, if appropriate, maximum number: 8

Objective criteria for choosing the limited number of candidates: Please see the application form on this website.

IV.2) AWARD CRITERIA

IV.2.1) Award criteria (please tick the relevant box(es))

B) The most economically advantageous tender in terms of: B2) the criteria as stated in the specifications, in the invitation to tender or to negotiate or in the descriptive document.

IV.2.2) An electronic auction will be used: No

If yes, additional information about electronic auction (if appropriate):

IV.3) ADMINISTRATIVE INFORMATION

IV.3.1) File reference number attributed by the contracting entity (if applicable): Ref: 200211-102

IV.3.2) Previous publication concerning the same contract: No

IV.3.2.1) Notice number in OJ:

Of:

IV.3.2.2) Other previous publications:

Notice number in OJ:

Of:

IV.3.3) Conditions for obtaining specifications and additional documents (except for a DPS):

Time-limit for receipt of requests for documents or for accessing documents:

Time:

Payable documents:

If yes, price (give figures only):

Currency:

Terms and method of payment:

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

Date: 16 April 2010

Time: 17:00hrs GMT

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

7 May 2010

IV.3.6) Language(s) in which tenders or requests to participate may be drawn up:

English

Other - third country:

IV.3.7) Conditions for opening tenders:

IV.3.7.1) Date, time and place:

Date:

Time:

Place (if applicable):

IV.3.8.2) Persons authorised to be present at the opening of tenders (if applicable):

If yes, authorised persons:

Section V: Complementary Information

V.1) THIS IS A RECURRENT PROCUREMENT (if applicable): No

If yes, estimated timing for further notices to be published:

V.2) CONTRACT(S) RELATED TO A PROJECT AND / OR PROGRAMME FINANCED BY EU FUNDS No

If yes, reference to project(s) and/or programme(s):

V.3) Additional information (if applicable):

Expressions of Interest should be submitted by e-mail, to the address at Section 1, using the application form available from this website. Draft Terms of Reference and the AFR Programme Memorandum can also be found at this website address. DFID Rwanda should not be contacted directly. The expression of interest must include a capability statement of no more than four A4 pages showing evidence of relevant skills and experience, as outlined on the Application Form and Draft Terms of Reference. Abridged CVs of no more than two pages in length for each person should also be included. These CVs can be submitted in addition to the four-page Capability Statement. No

brochures should be sent. Applicants should outline the reason for their interest in this project, their broad understanding of the context and their capability to undertake the work. DFID procurement policy stipulates that consultants who were involved in any capacity in the design of a project cannot compete for the implementation phase. Design includes feasibility studies, drawing up terms of reference for the implementation phase, pre-appraisal and any other preparatory work for the project. Following assessment of expressions of interest, DFID will invite short listed applicants to submit full technical and commercial proposals against final terms of reference and full tender document set. Prices are not required at expression of interest stage. When required, pricing must be in Pounds Sterling and payments under the contract will be made in Pounds Sterling. The contract is expected to last for 39 months with a possible extension of up to a further 24 months subject to satisfactory performance. Where circumstances require further extensions beyond the original contract duration/agreed extensions, DFID (or the AFR CLG as the case may be) will consider doing so, by means of the Negotiated Procedure, where necessary conditions can be met. The contract will be governed by English law. DFID reserves the right to annul the tendering process and not award a contract. From 1 April 2001, all UK development assistance has been fully untied which allows suppliers from anywhere in the world to bid for DFID contracts. DFID will not reply to any Expressions of Interest unless short-listed for Invitation to Tender. Suppliers should check the DFID website for details of short-listed suppliers. Where circumstances require further extensions beyond the original contract duration/agreed extensions, DFID will consider doing so, by means of the Negotiated Procedure, where necessary conditions can be met.

V.4) Procedures for appeal:

V.4.1) Body responsible for appeal procedures:

Body responsible for mediation procedures (if applicable):

V.4.2) Lodging of appeals (please fill heading V.4.2 or if need be, heading V.4.3):

V.4.3) Service from which information about the lodging of appeals may be obtained:

V.5) DATE OF DISPATCH OF THIS NOTICE

9 March 2010