

Switzerland-Berne: Training services

OJ S 120/2018 26/06/2018

Contract notice

Services

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: Federal Department of Foreign Affairs FDFA Swiss Development Agency SDC
Section Quality Assurance and Poverty Reduction

Postal address: Freiburgstrasse 130

Town: Bern

NUTS code: CH0 Schweiz/Suisse/Svizzera

Postal code: 3003

Country: Switzerland

Contact person: Lea Valaulta

E-mail: dezaqualitaetssicherung@eda.admin.ch

Internet address(es):

Main address: <https://www.simap.ch>

I.3. Communication

Access to the procurement documents is restricted. Further information can be obtained at:

http://www.simap.ch/shabforms/servlet/Search?NOTICE_NR=1025987

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted to the following address:

Official name: PLEASE DO NOT OPEN Federal Department of Foreign Affairs FDFA Swiss
Development Agency SDC Section Quality Assurance and Poverty Reduction

Postal address: Freiburgstrasse 130

Town: Bern

Postal code: 3003

Country: Switzerland

Contact person: Lea Valaulta

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NUTS code: CH0 Schweiz/Suisse/Svizzera

Internet address(es):

Main address: <https://www.simap.ch>

I.4. Type of the contracting authority

Ministry or any other national or federal authority, including their regional or local subdivisions

I.5. Main activity

General public services

Section II: Object

II.1. Scope of the procurement

II.1.1. Title

Quality Assurance Training for the period 1.1.2019 to 31.12.2022 in Switzerland (Lot 1) and abroad (Lot 2 optional)

II.1.2. Main CPV code

80500000 Training services

II.1.3. Type of contract

Services

II.1.4. Short description

The Swiss Development Agency (SDC) is part of the Swiss Federal Department of Foreign Affairs. The section Quality assurance and Poverty reduction is responsible for results-based management (RBM). It provides regular training on RBM and QA issues to support poverty reduction, the Agenda 2030 and Leave no one Behind. This mandate is to provide training to SDC staff to strengthen RBM knowledge and application within the institution. It covers the period from 1.1.2019 to 31.12.2022.

Training modules are the following:

- 1) Project Cycle Management.
- 2) RBM.
- 3) Economic and Financial Analyses.
- 4) Risk Management.
- 5) Monitoring of Cooperation Strategy.
- 6) Policy dialogue.
- 7) Evaluation.

Training must be practice-oriented and based on SDC work.

Lot 1 (core services) concerns the SDC HO in Bern. Each module is planned for minimum 2 times a year at HO. Lot 2 (optional services) concerns training in Swiss Representations (SR). Bidders can submit an offer for either Lot 1 or for Lot 1 and 2.

II.1.5. Estimated total value**II.1.6. Information about lots**

This contract is divided into lots: yes

Tenders may be submitted for one lot only

II.2. Description**II.2.1. Title**

Lot No: 1

II.2.2. Additional CPV code(s)

80500000 Training services

II.2.3. Place of performance

NUTS code: CH0 Schweiz/Suisse/Svizzera

II.2.4. Description of the procurement

Quality Assurance Training for the period 1.1.2019 to 31.12.2022 in Switzerland.

II.2.5. Award criteria

Criteria below

Cost criterion - Name: AC 1: Qualifications of all the personnel to be deployed (CVs), of the concept, approach, knowledge and experience; Number of years of training experience; Qualifications of all bidders staff being d / Weighting: 65 %
Cost criterion - Name: AC 2: Video Presentation: max. 8-10 minutes video on a PCM-relevant topic / Weighting: 15 %
Cost criterion - Name: AC 3: Financial Offer / Weighting: 20 %

II.2.6. Estimated value

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

Start: 01/01/2019 End: 31/12/2022

This contract is subject to renewal: no

II.2.10. Information about variants

Variants will be accepted: yes

II.2.11. Information about options

Options: no

II.2.13. Information about European Union funds

The procurement is related to a project and/or programme financed by European Union funds:
no

II.2.14. Additional information

II.2. Description

II.2.1. Title

Lot No: 2

II.2.2. Additional CPV code(s)

80500000 Training services

II.2.3. Place of performance

NUTS code: CH0 Schweiz/Suisse/Svizzera

II.2.4. Description of the procurement

Quality Assurance Training for the period 1.1.2019 to 31.12.2022 which can be located in Central Europe, Asia, Middle East, Africa and Latin America.

II.2.5. Award criteria

Criteria below

Cost criterion - Name: AC 1: Qualifications of all the personnel to be deployed (CVs), of the concept, approach, knowledge and experience; Number of years of training experience; Qualifications of all bidders staff being d / Weighting: 65 %
Cost criterion - Name: AC 2: Video Presentation: max. 8-10 minutes video on a PCM-relevant topic / Weighting: 15 %
Cost criterion - Name: AC 3: Financial Offer / Weighting: 20 %

II.2.6. Estimated value

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

Start: 01/01/2019 End: 31/12/2022

This contract is subject to renewal: no

II.2.10. Information about variants

Variants will be accepted: yes

II.2.11. Information about options

Options: yes

Description of options:

Lot 2 are optional services.

The contracting authority reserves the right to use the services listed under Lot 2 (optional services) in full, partially or not at all.

II.2.13. Information about European Union funds

The procurement is related to a project and/or programme financed by European Union funds:
no

II.2.14. Additional information**Section III: Legal, economic, financial and technical information**

III.1. Conditions for participation**III.1.2. Economic and financial standing**

Selection criteria as stated in the procurement documents

III.1.3. Technical and professional ability

Selection criteria as stated in the procurement documents

Section IV: Procedure

IV.1. Description**IV.1.1. Type of procedure**

Open procedure

IV.1.3. Information about a framework agreement or a dynamic purchasing system**IV.1.8. Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: no

IV.2. Administrative information**IV.2.2. Time limit for receipt of tenders or requests to participate**

Date: 15/08/2018

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.2.7. Conditions for opening of tenders

Date: 22/08/2018 Local time: 23:59

Information about authorised persons and opening procedure: The bids are not opened publicly. In accordance with PPO Art. 8 para. 1d, the contracting authority safeguards the

confidential character of all information provided by the bidder. The information to be published after the award of the mandate and the information to be disclosed in the framework of the PPA Art. 23 para. 2 and 3 remain subject to reservation.

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: no

VI.3. Additional information

Partial offers are not permitted.

Conditions for countries not party to the WTO agreement: None.

Terms of business: GENERAL TERMS AND CONDITIONS OF BUSINESS (GTC) OF THE SWISS FEDERAL DEPARTMENT OF FOREIGN AFFAIRS (FDFA) FOR MANDATES (TYPE A for employed persons AND TYPE B for legal persons and institutions). These General Conditions of Business (GTC) shall be deemed accepted by the contractor on submission of the offer.

Negotiations: remain reserved.

Basic procedural principles: The contracting authority awards public contracts for services provided in Switzerland only to bidders who ensure compliance with the health and safety regulations and employment conditions for employees, as well as equal pay for women and men. If the service is provided outside Switzerland, the participant must ensure at least compliance with the International Labour Organization's fundamental conventions in accordance with Annex 2a PPO. The self-declaration form "Compliance with working conditions, workplace health and safety regulations and requirement of equal pay for men and women: Declaration by the supplier" has to be signed and is to be submitted with the participant application.

Additional information: The option of directly awarding follow-up mandates is reserved.

Procedures for appeal: The tender proceeds in accordance with Section 3 of the Federal Ordinance on Public Procurement (PPO). There is no right of appeal.

Deadline / Remarks: Bids contain all documentation in accordance with Section 5 Structure and content of the bid and are to be submitted in a sealed envelope as follows: a. one original signed hard copy labelled «Original» b. one signed copies labelled, «Signed Copy» c. one data storage device (e.g. CD, DVD or Memory Stick) of all requested documents. Language(s) for bids: English.

Remarks (Desired deadline for questions in written form) No information is given by telephone. Any questions must be addressed by 29.6.2018 in the forum space on www.simap.ch in anonymised form (i.e. without disclosing any information that could reveal the identity of the questioner). Questions submitted late cannot be answered. The answers are published on SIMAP by 06.07.2018. Bidders are themselves responsible for downloading the answers from SIMAP and for taking them into consideration in the preparation of their bids.

National reference publication: Simap of 22.6.2018, doc. 1025987 Desired deadline for questions in written form: 29.6.2018.

Documents of the invitation to tender are available from 22.6.2018 until 15.8.2018

Conditions for obtaining the tendering documentation: The documentation on the public call to tender for the project mentioned can be downloaded from the platform www.simap.ch under: Running procedures, Confederation, Invitations to tender. In order to do so, you first have to register in the mentioned project. You will then be able to log in and use the password that you will have been sent by e-mail to download the documentation desired.

VI.4. Procedures for review

VI.4.1. Review body

Official name: Bundesverwaltungsgericht

Postal address: Postfach

Town: St. Gallen

Postal code: 9023

Country: Switzerland

VI.5. Date of dispatch of this notice

22/06/2018