

Switzerland-Berne: Training services

OJ S 239/2018 12/12/2018

Contract notice

Services

**Legal Basis:**

Directive 2014/24/EU

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**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](mailto: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=1050193](http://www.simap.ch/shabforms/servlet/Search?NOTICE_NR=1050193)

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

E-mail: [dezaqualitaetssicherung@eda.admin.ch](mailto:dezaqualitaetssicherung@eda.admin.ch)

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

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**Section II: Object**

**II.1. Scope of the procurement**

**II.1.1. Title**

Quality Assurance Training for the period 1.5.2019 to 31.5.2023

**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 (FDFA). The section Quality assurance and Poverty reduction is responsible for results-based management (RBM) and quality assurance. The QA section provides regular training on RBM to support poverty reduction, the Agenda 2030 and Leave no one Behind.

This mandate is to provide training to SDC staff at HO in Bern to strengthen RBM knowledge and its application within the institution. It covers the period from 1.5.2019 to 31.5.2023.

Training modules are the following:

- 1) RBM;
- 2) Economic and financial analyses;
- 3) Risk management;
- 4) Policy dialogue;
- 5) Evaluation.

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

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

This contract is divided into lots: no

**II.2. Description****II.2.3. Place of performance**

NUTS code: CH0 Schweiz/Suisse/Svizzera

Main site or place of performance: SWITZERLAND.

**II.2.4. Description of the procurement**

The Swiss Development Agency (SDC) is part of the Swiss Federal Department of Foreign Affairs (FDFA). The section Quality assurance and Poverty reduction is responsible for results-based management (RBM) and quality assurance. The QA section provides regular training on RBM to support poverty reduction, the Agenda 2030 and Leave no one Behind.

This mandate is to provide training to SDC staff at HO in Bern to strengthen RBM knowledge and its application within the institution. It covers the period from 1.5.2019 to 31.5.2023.

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- 1) RBM;
- 2) Economic and Financial Analyses;
- 3) Risk Management;
- 4) Policy dialogue;
- 5) Evaluation.

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

**II.2.5. Award criteria**

Criteria below

Cost criterion - Name: AC1: Qualifications of all the personnel to be deployed (CVs), of the concept, approach, knowledge and experience. Qualifications of all bidders staff being deployed for the mandate / Weighting: 65 %

Cost criterion - Name: AC2: Video presentation / Weighting: 15 %

Cost criterion - Name: AC3: Financial offer / Weighting: 20 %

#### **II.2.6. Estimated value**

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

Start: 01/05/2019 End: 31/05/2023

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**

### **Section III: Legal, economic, financial and technical information**

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#### **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**

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#### **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: 08/02/2019

##### **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: 15/02/2019 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

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### 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 copy 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 17.12.2018 in the forum space on [www.simap.ch](http://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 21.12.2018. 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 7.12.2018, doc. 1050193. Desired deadline for questions in written form: 17.12.2018.

Documents of the invitation to tender are available from 7.12.2018 until 8.2.2019.  
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](http://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**

07/12/2018