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CITTÀ DI PRATO

SERVIZI DIDATTICI
E SCIENTIFICI
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DI FIRENZE

Public notice for the identification of an economic operator to perform the Awareness Rising activity as part of the "Clean Nineveh - A Peer-to-Peer project to support to Waste Management and Cleaning in Mosul and Nineveh Governorate".

Premise

- PIN S.c.r.l. is the executor of the project "Clean Nineveh - A Peer-to-Peer project to support to Waste Management and Cleaning in Mosul and Nineveh Governorate" funded by United Nations Development Program (UNDP) Iraq with Responsible Party Agreement No. LADPIII-2021-RPA -004 of 05/24/2021. PIN acts as the implementing body of an institutional support to the Governorate of Niniveh offered by the Municipality of Prato, as a European institutional counterpart:
- The project aims to improve the capacities of the Governorate of Nineveh (Iraq) in the field of waste management, through an "Institution Building" type of assistance led by a local European authority.
- The project includes, among the others, the following activities:
 - The implementation of awareness-raising actions aimed at the citizens of Mosul on best practices in waste management and citizen involvement In order to carry out the activities described above.
- PIN S.c.r.l. needs the collaboration of an Organization (Tenderer) specialized in awareness raising campaigns in Iraq;

Subject of the assignment

Tenderer will implement, on behalf of PIN, an Awareness raising actions campaign targeting Mosul citizens on best practices in waste management and citizens involvement within the Project "Clean Nineveh - A Peer-to-Peer project to support to Waste Management and Cleaning in Mosul and Nineveh Governorate".

In particular the following tasks and activities will have to be implemented:

- Identification of priority issues of the communication and awareness raising, clearly defining a set of specific messages to be transmitted to the local community;
- Clear identification of target groups for each message;
- Develop an awareness raising plan, including a work-plan, specific activities to be realized, a schedule for implementation and a budget;
- Deployment of awareness-raising activities.

The range of potential pilot activities to be realized is vast and may include:

- Mobilization and training of part-time "eco-guides" tasked to support local community and direct local efforts;



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- Realization of “clean-up” campaigns for local communities, mobilized for extraordinary cleaning activities in specific areas
- Realization of communication materials such as posters, leaflets etc..
- Development of IT communication tools such as websites, apps, videos etc.
- Realization of workshops for local communities in schools, providing informational and educational activities for pupils and their families

A pilot Awareness-raising initiative, aimed at reaching at least 1000 people will have to be implemented.

Maximum value of contract

The maximum estimated amount of the contract (global price) is USD 44.750,00 plus VAT if applicable. Such amount will include costs for staff, travels, accommodation, materials, campaigns and every other cost necessary to implement the envisaged activities.

Award criteria

Best value for money.

Duration of the contract

The contract will start on 04/07/2022 and terminate on 31/10/2022.

Participation requirements and selection criteria

1. Participation is open to all natural persons and legal persons participating either individually or in a grouping (consortium) of tenderers. Natural or legal persons are not entitled to participate in this tender procedure or be awarded a contract if they are in any of the conditions mentioned in Section 2.3.3 of the Practical Guide (PRAG) for external actions of European Union. Should they do so, they may be excluded from tender procedures and contracts in accordance with Section 2.3.4 of the Practical Guide.
2. Economic and financial capacity of the candidate: minimum average annual turnover of 25.000 USD calculated as total certified payments received for contracts in progress or completed within the last 3 years.
3. Professional capacity of the candidate: at least 2 staff currently working for the tenderer in fields related to this assignment, with the following profiles:
 - a. Project Manager – with at least 10 years of specific working experience including demonstrated experience in a senior managerial position in contracts of similar complexity during the past 7 years.
 - b. Communication Manager – with at least 5 years of specific working experience, in projects of similar complexity during the past 5 years.



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4. Technical capacity of candidate: Successfully completed in the execution of at least 3 (three) contracts in Awareness Raising Campaigns for International donors/organizations in Arabic Countries within the last 3(three) years. The amounts of each referred contract shall be not less than 20.000 (twenty thousand) USD equivalent.

Evidence of the respect of the above requirements shall be given upon request.

Award criteria: best value for money.

Person responsible for this tender

The person responsible for this tender is Dr. Enrico Banchelli – PIN's Managing Director and Clean Nineveh Project Manager.

PIN's reference office is Research Office – ricerca@unifi.it

Deadline and means for submission of tenders

Tenders must be submitted before 12.00 am CET of 30/06/2022 to the email address adm@pin.unifi.it. Tenders submitted by any other means or after the above deadline will not be considered.

Email will have as subject: "Clean Nineveh Project - Awareness Raising Campaign tender", and will include:

- The declaration attached to the present tender (ANNEX A) duly completed and signed by the legal representative;
- A CV in english of the tenderer with all relevant experiences for this assignment, proving the participation requirements stated above;
- the names and roles of experts who will be involved in the key positions stated above (Project Manager and Communication Manager) with their CV in english.
- A Technical offer detailing proposed intervention according to "Subject of the assignment" chapter above;
- A Financial offer stating the global price offered.

Clarification requests

Clarification requests will have to be sent by 24/06/2022 to the email address adm@pin.unifi.it.



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ANNEX A

APPLICATION FORM

Public notice for the identification of an economic operator to perform the Awareness Rising activity as part of the "Clean Nineveh - A Peer-to-Peer project to support to Waste Management and Cleaning in Mosul and Nineveh Governorate".

I the undersigned (Name – Surname) born in
(State:.....) on (dd/mm/yyyy)/...../....., ID n..... resident in (City)
..... Addressn..... State
Tel..... e-mail.....

As Legal Representative of (Name of the Tendering Organization)
Based in (City) State....., Address
VAT or Legal ID n.

Declare

1. To fulfill participation requirements as stated in the tender form for professional and technical capacities, as proved by the Organization CV attached;
2. To have examined and accept without reserve or restriction the entire contents of the tender dossier for the tender procedure referred to above;
3. To offer to provide the services requested in the tender dossier on the basis of the following documents, which comprise our Technical offer, and our Financial offer attached;
4. not to be in any of the situations excluding us from participating in contracts listed in Section 2.3.3 of the Practical Guide (PRAG) for external actions of European Union.

Authorize

PIN S.c.r.l. to manage personal data according to EU regulation 2016/679.

Attachments:

- CV of tenderer and CVs of involved experts;
- Technical offer and financial offer;
- ID of the Tenderer's Legal representative

Place and date _____

Stamp and signature _____