Statement

ABOUT THE PRE-QUALIFICATION PROCEDURE

This text of the announcement was approved by the decision of the evaluation commission of the open tender No. 1 dated 03․10․ 2025 and published

According to Article 24 of the RA Law "On Procurement"

Procedure code: HH-BC-A-BMCDZB-25/122

**I. CHARACTERISTICS OF THE PURCHASE ITEM**

1. The customer is the "Environmental Project Implementation Unit" SA of the Ministry of Environment, located at the address: Yerevan, Tigran Metc 65a. In order to purchase consulting services “GCF Readiness Preparation Support Project for “Implementation of Armenia’s LDN commitments through sustainable land management and restoration of degraded landscapes” announces the pre-qualification procedure of an Open competition՝

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| **DIMENSION** | **VITEM OF PURCHASE** |
| **DIMENSION** 1 | Consultancy Services on the Development of Strategic Documents |

TERMS OF REFERENCE / PREQUALIFICATION PROCEDURE

*Table 1*

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| **Description of the Service** |
| The purpose of provision of the consulting services is to develop 4 strategic documents defined by the readiness and preparatory support project “Addressing Armenia’s Urgent Readiness Needs to Enable Consistent Country Action during GCF 2nd Replenishment Round”, for the implementation of 3 outputs (2.2.5–2.2.7) set by the project, including:  **Output 2.2.5 – Climate Risk Assessment**  Deliverable: Climate Risk Study Report and GIS-based Risk Map  Activities:   * Mapping of climate mitigation and adaptation risks of Armenia via thorough stakeholder consultations * Conduction of a stakeholder validation workshop (≥ 50 % women participants) to endorse the risk map   **Output 2.2.6**  Activity 1 – Support to the development of Strategy on the Protection of the Environment  Deliverable: Developed Strategy on the Protection of the Environment:  Activities:   * Assist the Ministry's sectoral departments in developing the relevant sections of the Strategy on the Protection of the Environment taking as a basis the Strategy structure presented in Annex 1. * Implementation of a workshop to present the Strategy to stakeholders (≥ 50 % women participants)   **Activity 2 – Development of manual to guide the cooperation with the Green Climate Fund (GCF) for the National Designated Authority (NDA)**  Deliverable: Approved NDA Manual  Activities:   * Design of the NDA Manual covering key strategic aspects of country engagement and ownership * Implementation of training sessions for NDA staff on manual utilization (≥ 50 % women participants)   **Output 2.2.7 – Development of a Strategy for climate change adaptation and mitigation technology introduction and implementation**  Deliverable: Approved strategy, including a feasibility study and an action plan  Activities:   * Development of the technological strategy framework via stakeholder consultations * Implementation of stakeholder validation workshop (≥ 50 % women participants) to finalize and secure NDA endorsement of the strategy   Annexx 1  **The Structure**  **Of the Strategy on the Protection of the Environment**  **Government Address**  **Environmental vision for a five-year period**  (The main goal)  **Chapter 1. Introduction**  1.1 Current environmental situation and problems  1.2 Environmental safety and major threats  1.3 Priorities for sustainable environmental management  **Chapter 2. Strategic documents, policy, legislative and institutional frameworks in the field of the environment**   * 1. Analysis of strategic documents   2. Purpose, principles and tools of the environmental protection strategy, implementation risks and their management   3. Environmental protection policy, problems, directions of their solution   4. Analysis of the legislative field, problems, necessary steps towards resolution   5. Institutional structure, existing opportunities and challenges in the field of environmental protection, steps towards the development of integrated management     **Chapter 3. Economic and financial mechanisms and instruments of environmental protection**   * 1. Current economic and financial mechanisms and tools for environmental protection, existing problems   2. Necessary steps toward resolution   **Chapter 4. Sustainable environmental management**   * 1. **Land resources management**   4․1․1 Description of land resources including the current situation with land degradation, land use, and the main sources of land pollution,  4․1․2 Current state, main problems and challenges of land management,  4․1․3 Legal and institutional framework,  4․1․4 Proposed solutions and development prospects․   * 1. **Water resources management**   4․2․1 Description of water resources including the current state of water resources, water use, main sources of water pollution,  4․2․2 The main problems and challenges of water resources management,  4․2․3 Legal and institutional framework,  4․2․4 Proposed solutions and development prospects․   * 1. **Underground resource management**   4․3․1 Current state of underground resource use, main problems and challenges,  4․3․2 Legal and institutional framework,  4․3․3 Proposed solutions and development prospects․   * 1. **Forest management**   4․4․1 Forest description,  4․4․2 The main problems and challenges of forest management,  4․4․3 Legal and institutional framework,  4․4․4 Proposed solutions and development prospects․   * 1. **Bioresource management**   4․5․1 Description of bioresources including endangered species, endemic species, common species, Red Book,  4․5․2 The main problems and challenges of bioresource management,  4․5․3 Legal and institutional framework,  4․5․4 Proposed solutions and development prospects․   * 1. **Protection of atmospheric air**   4․6․1 Air quality description including the main sources of air pollution, emission trends, etc.,  4․6․2 The main problems and challenges of atmospheric air protection,  4․6․3 Legal and institutional framework,  4․6․4 Proposed solutions and development prospects․   * 1. **Climate change**   4․7․1 Current and projected economic and environmental impacts of climate change,  4․7․2 Greenhouse gas emissions from economic sectors,  4․7․3 Adaptation and mitigation measures,  4․7․4 Legal and institutional framework,  4․7․5 Proposed solutions and development prospects․   * 1. **Management of specially protected areas of nature (SPANs)**   4․8․1 Description of SPANs,  4․8․2 The main problems and challenges of SPANs.  4․8․3 Legal and institutional framework,  4․8․4 Proposed solutions and development prospects․   * 1. **Management of hazardous chemical substances**   4․9․1 The current state of the sector, the main problems and challenges,  4․9․2 Legal and institutional framework,  4․9․3 Proposed solutions and development prospects․   * 1. **Waste management**   4․10․1 Current state of the system, main problems and challenges,  4․10․2 Legal and institutional framework,  4․10․3 Proposed solutions and development prospects․   * 1. **Hydrometeorology and environmental monitoring**   4․11․1 Environmental monitoring system in Armenia,  4․11․2 Hydrometeorology system in Armenia,  4․11․3 Access to information including databases, cadastres, inventories, portals, reports, indicators, etc.,  4․11․4 Legal and institutional framework,  4․11․5 Proposed solutions and development prospects․   * 1. **Environmental impact assessment (EIA)**   4․12․1 Current status, main problems and challenges of the EIA system,  4․12․2 Legal and institutional framework,  4․12․3 Proposed solutions and development prospects․   * 1. **Environmental education and upbringing, public awareness**   4․13․1 Current state (including basic formats and tools of environmental education, access to environmental information, etc.), main problems and challenges,  4․13․2 Legal and institutional framework,  4․13․3 Proposed solutions and development prospects․   * 1. **Public participation**   4․14․1 Current state (including public participation in the decision-making process, accessibility of justice), main problems and challenges,  4․14․2 Legal and institutional framework,  4․14․3 Proposed solutions and development prospects․  **Chapter 5․ Green economy**  5.1 The main problems of the transition to a green economy, the current situation  5.2 Necessary steps for introduction of the green economy  **Chapter 6. Cross-sectoral relations, problems**   * 1. Health and the environment   2. Agriculture and the environment   3. Energy and the environment   4. Industry and the environment   5. Transport and the environment   6. Disaster risk management   7. Human settlements, infrastructure and the environment   8. Social dimensions and the environment   9. Urban planning and the environment   10. Tourism and the environment   11. Protection of historical and cultural monuments and the environment   **Chapter 7․ International cooperation**  **Chapter 8. Scientific research and development, application of modern technologies in the field of environmental management and environmental protection**  **Chapter 9. Monitoring and accountability in the context of the implementation of strategy**  **Chapter 10. Financial assessment**  **Chapter 11․Action plan** |

**Qualification criteria required to provide the Service**

1. The Participant must have the following qualifications necessary to fulfill the obligations stipulated by the Contract to be concluded:

1) “Professional Experience”,

2) “Labor Resources”,

3) “Technical Proposal”.

Required from the Participant:

1. “Professional Experience”

a. Qualification criteria for “Professional Experience” by areas:

|  |  |
| --- | --- |
| **Conditions for the experience** | **Documents confirming the experience** |
| Experience in the development of sectroal strategic documents. | The Participant must have properly fulfilled at least one contract for the provision of services for the development of sectorial strategies in the amount equivalent to at least 50,000 USD, properly implemented during the year of application and the previous 5 years. |
| Proven knowledge of the current climate finance context of the Green Climate Fund, the fund's formats and procedures, including requirements and guidelines. | The Participant must have properly fulfilled at least one contract for the provision of services related to cooperation between the GCF and the National Designated Authority in the amount equivalent to at least 15,000 US dollars during the application year and the preceding 5 years |

b. to substantiate its compliance with the requirement provided for in paragraph a) of this subparagraph, the participant submits with the application copies of the contract (contracts/agreements including the ToR) previously executed in all of the above areas, and to assess the proper execution of that contract (contracts, agreements) - a copy of the act certifying the execution of the contract within the prescribed period (delivery-acceptance protocol, etc.) approved by the parties to that contract, or a written assurance of the party that accepted the execution of that contract.

**A previously executed contract (or contracts) is evaluated (are evaluated) similarly, if it or the volume of services rendered under at least one contract within the framework of presented contracts, in total, is not less than fifty percent of the price offer submitted by the Participant under this procedure.**

2) “Labor Resources”

Qualification criteria “Labor Resources”:

1. to execute the contract, labor resources with the following qualifications are required:

|  |  |  |  |
| --- | --- | --- | --- |
| Consultants' | | |  |
| qualifications | qualification requirements | որակավորումն ապացուցող փաստաթղթեր | score |
| International Consultant on Climate Change adaptation technologies (for the delivery of Output 2.2.7) | 1. Bachelor/Master’s Degree or equivalent ranging, but not limited to Economics, Finance, International Development/Relations, Environmental Science or related fields․ | Diploma,  Resume. | 5 points |
| 2. At least 2 years of experience in the field of climate technology identification and implementation planning over the past 5 years (regional experience will be considered an advantage). | Contract,  A resume with highlighted information that confirms the experience. | 10 points + 2 points |
| 3. Written and oral working proficiency of English. Knowledge of the Armenian will be considered as an advantage․ | Resume,  Certification (optional condition). | 5 points + 2 points |
| International Consultant on Climate Risk Assessment (for the delivery of Output 2.2.5) | 1. Bachelor/Master’s Degree or equivalent ranging, but not limited to Economics, Finance, International Development/Relations, Environmental Science or related fields․ | Diploma,  Resume. | 5 points |
| 2. At least 2 years of experience in the field of climate risk assessment over the past 5 years (regional experience will be considered an advantage). | Contract,  A resume with highlighted information that confirms the experience. | 10 points + 2 points |
| 3. Written and oral working proficiency of English. Knowledge of the Armenian will be considered as an advantage․ | Resume,  Certification (optional condition). | 5 points + 2 points |
| National Consultant on Climate Mitigation (for the delivery of all Outputs) | 1. Bachelor/Master’s Degree or equivalent ranging, but not limited to Economics, Finance, International Development/Relations, Environmental Science or related fields․ | Diploma,  Resume. | 5 points |
| 2. At least 2 years of experience in the field of climate mitigation over the past 5 years. | Contract,  A resume with highlighted information that confirms the experience. | 5 points |
| 3. Excellent written and oral knowledge of Armenian and English languages. | Resume,  Certification (optional condition). | 5 points |
| National Consultant on Climate Adaptation (for the delivery of all Outputs) | 1. Bachelor/Master’s Degree or equivalent ranging, but not limited to Economics, Finance, International Development/Relations, Environmental Science or related fields․ | Diploma,  Resume. | 5 points |
| 2. At least 2 years of experience in the field of climate adaptation over the past 5 years. | Contract,  A resume with highlighted information that confirms the experience. | 5 points |
| 3. Excellent written and oral knowledge of Armenian and English languages. | Resume,  Certification (optional condition). | 5 points |
| National Consultant on Climate Policy (for the delivery of all Outputs) | 1. Bachelor/Master’s Degree or equivalent ranging, but not limited to Economics, Finance, International Development/Relations, Environmental Science or related fields․ | Diploma,  Resume. | 5 points |
| 2. At least 2 years of experience in the field of climate policy planning over the past 5 years. | Contract,  A resume with highlighted information that confirms the experience. | 5 points |
| 3. Excellent written and oral knowledge of Armenian and English languages. | Resume,  Certification (optional condition). | 5 points |
| National Strategic Planning Consultant (for the delivery of Outputs 2.2.6 and 2․2․7) | 1. Bachelor/Master’s Degree or equivalent ranging, but not limited to Economics, Finance, International Development/Relations, Environmental Science or related fields․ | Diploma,  Resume. | 5 points |
| 2. At least 2 years of experience in the field of strategic planning over the past 5 years. | Contract,  A resume with highlighted information that confirms the experience. | 5 points |
| 3. Excellent written and oral knowledge of Armenian and English languages. | Resume,  Certification (optional condition). | 5 points |
| National Consultant on Capacity Building (for the delivery of utput 2․2․6) | 1. Bachelor/Master’s Degree or equivalent ranging, but not limited to Economics, Finance, International Development/Relations, Environmental Science or related fields․ | Diploma,  Resume. | 5 points |
| 2. At least 2 years of experience in the field of institutional capacity development over the past 5 years. | Contract,  A resume with highlighted information that confirms the experience. | 5 points |
| 3. Excellent written and oral knowledge of Armenian and English languages. | Resume,  Certification (optional condition). | 5 points |
| National Consultant on Stakeholder Engagement (for the delivery of all Outputs) | 1. Bachelor/Master’s Degree or equivalent ranging, but not limited to Economics, Finance, International Development/Relations, Environmental Science or related fields. | Diploma,  Resume. | 5 points |
| 2. At least 2 years of experience in the context of stakeholder enagagement over the past 5 years. | Contract,  A resume with highlighted information that confirms the experience. | 5 points |
| 3. Excellent written and oral knowledge of Armenian and English languages. | Resume,  Certification (optional condition). | 5 points |
| 10 national sectoral consultants (for the delivery of all Output 2.2.6) aligned with the sectors specified in the Structure of the Stratedy under Annex 1 to be engaged temporarily to provide sectoral consultancy/support) | 1. Bachelor's/Master's degree or equivalent qualification according to the sectoral affiliation of the consultants. | Diploma,  Resume. | 5 points per consultant |
| 2. At least 2 years of experience according to the sectoral affiliation of the consultants over the past 5 years. | Contract,  A resume with highlighted information that confirms the experience. | 5 points per consultant |
| 3. Excellent written and oral knowledge of Armenian and English languages. | Resume,  Certification (optional condition). | 5 points per consultant |
| National Legal Consultant (for the delivery of all Outputs) | 1. Bachelor/Master’s Degree or equivalent in Law․ | Diploma,  Resume. | 5 points |
| 2. At least 2 years of experience in the field of environmental law over the past 5 years. | Contract,  A resume with highlighted information that confirms the experience. | 5 points |
| 3. Excellent written and oral knowledge of Armenian and English languages. | Resume,  Certification (optional condition). | 5 points |
| Financial Analyst (national consultant for the delivery of Outputs 2.2.6 and 2․2․7) | 1. Bachelor/Master’s Degree or equivalent ranging, but not limited to Economics, Finance or related fields․ | Diploma,  Resume. | 5 points |
| 2. At least 2 years of experience in the field of financial analysis implementation over the past 5 years. | Contract,  A resume with highlighted information that confirms the experience. | 5 points |
| 3. Excellent written and oral knowledge of Armenian and English languages. | Resume,  Certification (optional condition). | 5 points |

b. the Participant submits with the application written consents approved by the specialists involved in the proposed staff on their involvement in the work to be carried out, as well as copies of passports, documents confirming the qualifications of specialists and autobiographies. The data on the proposed staff is presented in the following form:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Specialists included in the main staff | | | | |
| Name, Surname | the criteria in compliance with the qualification requirements provided by the Labor Resources | work experience /in terms of what is determined by Professional Experience and Labor Resources/ | | employer's name |
| term | area of activity and work done |
| 1 | 2 | 3 | 4 | 5 |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

The Participant is considered to meet the qualification criteria provided for in this subparagraph if the Participant has submitted the required information with the application and has scored at least **280 points** (the possible maximum: 310 points) according to the qualification criteria “Labor Resources”.

3) «Technical Proposal»

The qualification criteria «Technical Proposal»:

The Participant must submit their proposal for the implementation of the assignment, presented in part 1 entitled "Description of Services" of table 1 under the title "Terms of Reference/Pre-Qualification", describing the approaches, methodology, assignment plan, functions, frequency and period of participation of each member of the consultancy team, etc.

**TERMS OF REFERENCE / NOTICE**

*Table 2*

**TERMS OF REFERENCE**

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| The “Environmental Project Implementation Unit” State Agency of the Ministry of Environment of the Republic of Armenia, which has been accredited as a national Direct Access Entity to the Green Climate Fund (GCF) since February 2019, is implementing a readiness and preparatory support project “Addressing Armenia’s Urgent Readiness Needs to Enable Consistent Country Action during GCF 2nd Replenishment Round”.  The objective of the project is to strengthen Armenia's institutional, regulatory, and strategic framework for effective planning, implementation, and monitoring of climate change adaptation and mitigation measures by expanding the country's engagement with the GCF in the context of increasing resilience to climate change during and after the 2nd round of replenishment of the latter.  MANAGEMENT ARRANGEMENTS  The selected consulting firm will collaborate with a team of experts involved in the Project and will report to the Customer's director and project manager.  At the request of the Customer, the selected Participant is required to meet with the Customer 3-4 times a month (an online format is also acceptable), ensure the active participation and outstanding contribution of each member of the consulting team in the context of the assignment, as well as present the work done and the results obtained.  The EPIU will be responsible for liaising directly with the GCF Secretariat through UNOPS for review and feedback on the project’s deliverables.  All reports are to be submitted electronically to the EPIU by the indicative deadline. The EPIU will provide written brief comments as needed after receiving the reports. If necessary, the selected Participant is obliged to revise the document within a reasonable time set by the Customer, in accordance with the specified inconsistencies, objections and suggestions and to assure the approval of the revised version by the Customer.  All final reports are to be submitted in both hard and soft copies (Microsoft Word and PDF versions) to the EPIU by the indicative deadline.  The selected consultancy firm must compile and submit minutes of each meeting/consultation held in the framework of this assignment.  The selected consultancy firm undertakes, at the request of the Customer, to submit materials on this assignment and to consult and work with whoever appropriate on issues related to assignment, considering the importance of the assignment from the point of view of the project implementation.  In context of Output 2.2.6.1, the selected consulting firm should demonstrate the necessary flexibility to revise/refine the Strategy on the Protection of the Environment so that, if necessary, it can be integrated into a broader strategic framework. |

DELIVERABLES

The table attached below shows the expected main deliverables of the work defined by this Terms of Reference, and the expected deadlines for their implementation.

*Table* 3

|  |  |  |
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| **Deliverable** | **Term** | **Weight** |
| Task 1.  1) A bilingual (in Armenian and English) research report on the risks of climate change mitigation and adaptation in Armenia and a risk map.    2) A workshop held with the participation of stakeholders to validate the risk map (50% or more of the participants should be women). | 45 calendar days  55 calendar days | **10%**  **13%** |
| Task 2.  1) The developed Strategy on the Protection of the Environment   * Support provided to the sectoral departments of the Ministry of Environment in the context of the development of the first 4 chapters of the strategy, * Support provided to the sectoral departments of the Ministry of Environment in the context of the development of the next 4 chapters of the strategy, * Support provided to the sectoral departments of the Ministry of Environment in the context of the development of the next 4 chapters of the strategy, * Bilingual (Armenian and English) Strategy on the Protection of the Environment.   2) A workshop held with the participation of stakeholders to present the Strategy (50% or more of the participants should be women). | 45 calendar days  45 calendar days  30 calendar days  30 calendar days  10 calendar days | **7%**  **7%**  **7%**  **7%**  **7%** |
| Task 3.  1) Draft NDA Manual guiding the main strategic aspects of cooperation with the GCF,  2) The finalised version of the NDA Manual and trainings on the use of the manual conducted for the NDA employees (50% or more of the participants must be women). | 30 calendar days  15 calendar days | **7%**  **7%** |
| Task 4.  1) A draft strategy for the introduction and implementation of technologies for climate change adaptation and mitigation, developed as a result of consultations with stakeholders.  2) Approved strategy, including a feasibility study and an action plan, as well as a workshop held with stakeholders to validate the strategy (50% or more of the participants should be women). | 40 calendar days  20 calendar days | **14%**  **14%** |
| **Total** | **365 calendar days** | **100%** |

**II. TERMS OF CURRENT PARTICIPATION**

1. According to Article 7 of the RA Law "On Procurement", any person, regardless of whether he is a foreign individual, organization or stateless person, has an equal right to participate in the pre-qualification procedure.

2. The participant wishing to participate in the pre-qualification procedure must meet the requirements presented in this announcement and technical specification. The participant is considered to meet the qualification criteria provided by this subsection, if he has submitted the required information in the application.

3. Participants can participate in the pre-qualification procedure as a joint activity (consortium). In such a case:

1) the pre-qualification application also includes a joint activity agreement;

2) during the evaluation of the pre-qualification application, the joint qualifications of all the members of the joint activity agreement are taken into account (the qualification of each member of the joint activity agreement must meet the qualification requirements of the given member under this agreement, defined in this statement)

3) participants bear joint and several responsibility.

4) the party (parties) of the joint activity agreement cannot (cannot) submit separate application (applications) to the same procedure.

5) in case of withdrawal of the consortium member from the consortium, the contract signed by the client with the consortium is unilaterally terminated and the measures of liability provided for in the contract are applied to the consortium members.

**III. SIMPLIFICATION IN GETTING AND DECLARING**

**HOW TO MAKE A CHANGE**

1. The participant has the right to request an explanation of the pre-qualification statement from the commission at least one working day before the deadline for submission of pre-qualification applications. At the same time, the clarification can be requested until 17:00 of the day specified in this point (in the time of the procedure venue). The commission provides the explanation to the participant who made the request within one working day following the day of receiving the request, but not later than at least 3 hours before the deadline for submission of pre-qualification applications.

The participant submits the request mentioned in this point by sending it to the e-mail of the secretary of the committee.

The explanation about the request is sent by sending the request to the participant's e-mail from the e-mail provided by the e-mail of the secretary of the commission.

2. The statement about the content of the survey and clarifications is published in the bulletin on the day of providing the clarification, without specifying the data of the participant who made the survey.

3. Clarification is not provided if the request was made in violation of the time limit set by this section, as well as if the request is outside the scope of the content of this statement. Moreover, the participant is notified in writing about the reasons for not providing an explanation within one calendar day following the day of receiving the request.

4. Changes may be made to this announcement at least two working days before the deadline for submission of applications. On the first working day following the day of making the change, the secretary of the commission publishes the announcement about making the change in the bulletin.

5. In case of changes in the pre-qualification announcement, the deadline for submitting the pre-qualification applications is counted from the date of publication of the announcement in the bulletin about those changes.

**IV. PROCEDURE FOR SUBMITTING AN APPLICATION FOR PRESENTATION**

1. To participate in this procedure, the participant submits an application to the commission.

2. The participant can submit the pre-qualification application to the committee electronically by sending an e-mail addressed to the secretary of the evaluation committee to [procurement@epiu.am](mailto:procurement@epiu.am) or in documentary form with a cover letter, sealed envelope, glued. On the envelope, in the language of the pre-qualification application, the following are indicated:

a. the name of the client and the place of submission of the application (address);

b. procedure code.

c. the words "not to open until the opening session of pre-qualification applications";

d. Participant's name (name), location and phone number.

3. Applications for the procedure must be submitted to the commission no later than 27.10.2025. at 12:00.

It is necessary to submit the pre-qualification applications to the commission before the expiration of the period defined by this point: c. Yerevan, Tigran Metc 65a, second floor, 6th room.

4. Irma Yuzbashyan the first-class specialist in the affairs management and procurement department of the SA "EPIU" of the Ministry of Environment receives the pre-qualification applications and registers them in the application register.

The applications are registered by the secretary in the register according to the order of their receipt, indicating the registration number, day and time in the register. At the request of the participant, a certificate is issued. Applications submitted after the deadline for submission of applications are not registered in the register and they are returned by the secretary within two working days following the day of receipt.

5. With the pre-qualification application, the participant submits:

1) a written application to participate in the pre-qualification procedure approved by him, according to Annex No. 1,

2) a statement approved by him about his compliance with the requirements of the qualification criterion "Conformity of professional activity to the activity provided for in the contract" defined by this statement, according to Annex No. 2,

3) natural person participants also submit a CV, approved by the given person,

4) a copy of the joint activity agreement, if the participants participate in this procedure as a joint activity (consortium).

6. If the application is submitted in an envelope, all documents included in the application are submitted in original and 2 copies. The words "original" and "copy" are written on the packages of documents respectively. Instead of original documents, notarized copies may be submitted.

7. Applications for pre-qualification, in addition to Armenian, can also be submitted in English or Russian.

8. The envelope and the documents prepared by the participant under this announcement are signed by the person presenting them or the latter's authorized person (hereinafter referred to as the agent). If the pre-qualification application is submitted by the agent, then a document stating that the latter has been given this authority is submitted with the application. In case of expediency, the participant can present the required information in other ways different from the ways offered by this announcement, keeping the required validity conditions.

**V. OPENING, EVALUATION AND**

**SUMMARY OF RESULTS**

1. Opening of pre-qualification applications, evaluation and summary of results is done at the opening session of pre-qualification applications on 27.10.2025. at 12:00 p.m. Yerevan, Tigran Mets av. 65A.

2. In the opening and evaluation session of pre-qualification applications:

1) the secretary of the commission provides information about the entries made in the register and transfers to the chairman of the commission the register of applications, other documents that are an integral part of it, registered applications;

2) after the documents mentioned in sub-item 1 of this point are transferred to the president (chairman of the session), the commission evaluates:

a. Complying and submitting envelopes containing bids according to the established procedure and opening the corresponding evaluated bids;

b. the presence of the required (intended) documents in each opened envelope and the compliance of their preparation with the validity conditions defined by this statement;

3. Bids that meet the conditions set forth in this announcement are considered satisfactory. Otherwise, applications for pre-qualification are assessed as unsatisfactory and rejected.

If, as a result of the evaluation conducted during the opening session of pre-qualification applications, inconsistencies are recorded in the participant's application with the requirements of this announcement, the committee suspends the session for one working day, and the secretary of the committee notifies the participant electronically on the same day, offering to correct it before the end of the suspension period. the discrepancy. Moreover, mentioned in this point:

1) the inconsistencies recorded must be described in detail in the proposal;

2) the proposal is sent to the participant by sending it from the e-mail address of the secretary specified in this announcement to the e-mail address specified in the participant's application.

4. If the participant corrects the recorded inconsistency within the period specified by point 20 of this announcement, then the latter's application is considered satisfactory. Otherwise, the application is evaluated as unsatisfactory and rejected. The participant submits the corrected documents from the e-mail specified in the application to participate in this procedure by sending them to the e-mail of the secretary of the committee, as specified in this announcement.

5. The committee member or the secretary cannot participate in the work of the committee, if at the opening session of pre-qualification applications it turns out that the organization founded by them or in which they have a share (share), or a person related to them by close kinship or in-laws (parent, spouse, child, brother, sister) , as well as the spouse's parent, child, brother or sister) or the organization founded by that person or having a share (share) submitted an application to participate in the given procedure. If the condition stipulated by this point is present, immediately after the opening session of the pre-qualification bids, the committee member or the secretary who has a conflict of interest in relation to this procedure withdraws from the procedure.

6. A protocol is drawn up on the opening of applications, evaluation and summarization of results, which also confirms the list of pre-qualified participants. The secretary of the commission until the working day following the end of the application evaluation session inclusive

1) publishes in the newsletter printed (scanned) versions of statements about the absence of conflict of interest signed by him and the committee members present at the bid opening session;

2) electronically notifies the participants who submitted bids evaluated insufficiently to the conditions provided for in this announcement about the grounds for rejection of the pre-qualification bids.

24. Pre-qualified participants are entitled to further participation in the procurement process.

To get additional information related to this statement, you can contact the secretary of the commission, Irma Yuzbashyan

Tel + 010 651631

E-mail yuzbashyan.irma@mail.ru

Client: "Environmental Program Implementation Unit" SA

Appendix N 1

Open tender code HH-BC-A-BMCDZB-25/122

pre-qualification procedure statement

**APPLICATION**

**to participate in the pre-qualification procedure**

expresses his desire to participate

The "Environmental Project Implementation Unit" SA of the Ministry of Environment submits an application in accordance with the pre-qualification procedure of the open tender under the code HH-BC-A-BMCDZB-25/122 and the requirements of the pre-qualification statement.

Taxpayer registration number

Name of participant taxpayer registration number

e-mail address

Name of participant e-mail

telephone

Name of participant tel.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ name of the participant (position of manager, first name and last name) signature

Appendix N 2

Open tender under the code HH-BC-A-BMCDZB-25/122

pre-qualification procedure statement

**STATEMENT**

**About compliance with the qualification criterion "Correspondence of professional activity to the activity provided for in the contract".**

/Participants name / \_\_\_\_\_\_\_\_\_ hereby declares and certifies that it has served below mentioned serives

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | | | | | |
| N | Year | Number | Amount of money | The name/  description | Data for contacting the customer , name, phone, e-mail. mail |
| 1 | 2 | 3 | 4 | 5 | 6 |
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |
|  |  |  |  |  |  |

Hereby, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ declares and certifies that it meets the qualification standards of the organization's experience defined by the pre-qualification statement under the code HH-BC-A-BMCDZB -25/122 and is ready to submit the documents justifying the above qualification within the specified period of time upon request.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ name of the participant (position of manager, first name and last name) signature

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