**Country: REPUBLIC OF ARMENIA**

**Project Name: YEREVAN ENERGY EFFECIENCY II PROJECT**

**Funding source: European Investment Bank (EIB) and Neighbourhood Investment Platform, a financing instrument of the European Union**

**EIB Loan No.: 90.016**

CONSULTING SERVICES – FIRMS SELECTION

REQUEST FOR EXPRESSIONS OF INTEREST

**Assignment Title:** **“****Preparation of detailed technical design and cost estimation documents, along with the provision of author's supervision for the Seismic upgrades, energy efficiency improvements and reconstruction of “Karmir blur”, “Arshakunyats” and “Kanaker-Zeytun” health centers”**

**Reference No**.: **YEEP-II/LCS/CS-25/002**

This Request for Expressions of Interest (REOI) follows the General Procurement Notice for this project which was published on **May 5, 2023.**

1. The Republic of Armenia has receiveda financing from *European Investment Bank (EIB)* *and Neighbourhood Investment Platform (a financing instrument of the European Union)* toward the cost of the «Yerevan Energy Effeciency II Project» (YEEP-II), and intends to use part of the funds there of for payments under the following consulting services: “Preparation of detailed technical design and cost estimation documents, along with the provision of author's supervision for the Seismic upgrades, energy efficiency improvements and reconstruction of “Karmir blur”, “Arshakunyats” and “Kanaker-Zeytun” health centers”.

This contract will be jointly financed by the European Investment Bank (EIB) and Government of the Republic of Armenia. Bidding process will be governed by the European Investment Bank (EIB) according to Bank’s rules and procedures *(«Guide to Procurement for projects financed by the EIB», March 2024)**[[1]](#footnote-1).*

The overall objectives of the Consultants’ Services (“Services”): development/preparation of designs for the reconstruction of Health Centers “Karmir blur” and “Arshakunyats” (Shengavit Administrative District օf Yerevan) and “Kanaker-Zeytun” (Kanaker-Zeytun Administrative District օf Yerevan) and implementation of Author’s Supervision during the reconstruction of Health Centers.

The selected Consultant will carry out the assignment in **three (3) phases**:

* **Phase I**. Geological investigations of the areas of Health Centers “Karmir blur”, “Arshakunyats” and “Kanaker-Zeytun”, study of documents related to the ToR, development of the Environmental and Social Management Plan (ESMP) or separate ESMP and development of two (2) versions of preliminary design (2 sketchсes). **The duration of Phase I is thirty (30) calendar days**.
* **Phase II**. Development of working (final) designs for Health Centers “Karmir blur”, “Arshakunyats” and “Kanaker-Zeytun” based on the approved preliminary design, including all required all local expertize examinations. **Phase II will start after successful completion of Phase I.** **The duration of Phase II is one hundred eighty (180) calendar days.**
* **Phase III.** Author’s Supervision (designer’s supervision) during reconstruction.

It is expected that consultancy services (Phase I and Phase II) will start in **June of 2026.** The duration of the assignment (Phase I and Phase II) is **two hundred ten (210) calendar days**. The Form of Contract to be used for the design activities (Phase I and Phase II) is “Lump-Sum”.

**Phase III** will start together with corresponding Civil Works. The tentative launch of Phase III is **July 2027,** and approximate duration of civil works is **24 (twenty-four) months**. The Form of Contract to be used for the Phase III is “Time-Based”.

***(\*)More details on the Services are provided in the Terms of Reference (TOR) attached to this Invitation/REOI.***

2. The Yerevan Municipality**(the “Client”)** through **“Investing Projects Implementation Unit Building up of Yerevan” Community Non-Commercial Organization** **Community Non-Commercial Organization of Yerevan Municipality** **(“IPIU Building up of Yerevan” CNCO, the Procuring/Executing Agency of the “Client”)** hereby invites eligible Applicants (the “Consultants”) to show their interest in delivering the Services described above. This Request for Expressions of Interest is open to all Consulting firmsfrom all countries, eligible to tender for services contracts, except Consultants included in EIB’s list of debarred firms. In addition, please refer to paragraph 1.5 setting forth the Bank’s policy on conflict of interest.

3. The REOI is subject to the provisions of the EIB Anti-Fraud Policy[[2]](#footnote-2), the EIB Exclusion Policy[[3]](#footnote-3), and the EIB’s definition of Prohibited Conduct as defined in the Anti-Fraud Policy.

The Bank requires that Promoters/Clients, as well as tenderers, contractors, suppliers and consultants under Bank financed contracts, observe the highest standard of ethics during the procurement and execution of contracts. The Bank reserves the right to take all appropriate action in order to enforce this policy.

Moreover, the Bank is committed to ensuring that its loans are used for the purposes intended and that its

operations are free from Prohibited Conduct (including fraud, corruption, collusion, coercion, obstruction, money laundering and terrorist financing).

As set out in the EIB’s Anti-Fraud Policy, if it is established to the required standards that a project related party has engaged in Prohibited Conduct in the course of a procurement process or the implementation of a contract (to be) financed by the Bank, the Bank may:

• seek appropriate remediation of the Prohibited Conduct to its satisfaction;

• declare the project-related party ineligible for the award of the contract; and/or

• withhold the Bank’s no objection to contract award and apply appropriate contractual remedies, which may include suspension and cancellation, unless the Prohibited Conduct has been dealt with to the satisfaction of the Bank.

Furthermore, within the framework of its Exclusion Policy, the Bank may declare the project-related party

ineligible for the award of a contract under any EIB project or to enter into any relationship with the Bank.

Pursuant to its Sanctions Policy, the Bank shall not provide finance, directly or indirectly, to or for the benefit of an individual or entity that is subject to financial sanctions imposed by the EU, either autonomously or pursuant to the financial sanctions decided by the United Nations Security Council on the basis of article 41 of the UN Charter.

4. Interested Applicants should provide information demonstrating that they have the required qualifications and relevant experience to perform the services (brochures, descriptions of similar assignments, experience in similar conditions, availability of technical resources to do the work, etc.).

**The shortlisting criteria and sub-criteria and minimum qualification requirements are presented below:**

|  |  |  |
| --- | --- | --- |
| **Criteria/Sub-criteria** | **Description** | **Pass/Fail Criteria** |
| **1. Eligibility** | 1. **Not debarred by EIB**   ([**https://www.eib.org/en/about/accountability/anti-fraud/exclusion/index.htm**](https://www.eib.org/en/about/accountability/anti-fraud/exclusion/index.htm)) | **Pass/Fail** |
| 1. **No conflict of Interest** *(please refer to paragraph 1.5 setting forth the EIB’s policy on conflict of interest ((EIB’s Guide to Procurement)* | **Pass/Fail** |
| **2. Firm’s general experience** *(core business and years in business)* | 1) Be a firm (or the lead firm of a Joint Venture), with core business activities in architectural and/or engineering consultancy, and have **at least ten (10) years** of demonstrated experience in the design of residential/public/educational and/or industrial building developments. | **Pass/Fail** |
| **3. Firm’s specific experience** | 1) Be a firm (or the lead firm of a Joint Venture) with a proven record of completing **at least five (5)** Detailed Engineering Design (DED) contracts within the past ten (10) years for the design of residential/ public/educational or industrial buildings. | **Pass/Fail** |
| **4. Technical and managerial capacities of the firm** | **Be a firm (or a member of a Joint Venture) to** demonstrate **internal capacity to manage and execute the assignment effectively. This includes:**  ***(i)*** *An established and functional organizational and managerial structure and availability of a core technical team consisting of* ***at least nine (9)*** *qualified assignments relevant professionals (as specified in the attached Terms of Reference (TOR)).*  ***(ii)*** *have access to, or ownership of, essential technical resources, including adequate office infrastructure and equipment, Relevant software necessary for the performance of design and/or supervision tasks, Laboratory and/or field-testing facilities (or access to such facilities through subcontracts or partnerships) suitable for assignments of similar nature.* | **Pass/Fail** |

***Note: The Client has the right to request from the Consultant/Applicant documents confirming the authenticity of the qualifications and experience provided by the Consultant/Applicant.***

The Consultants may associate with other firms in the form of a **Joint Venture (JV)** or a **Sub-consultancy** to enhance their qualifications *(please clearly state the status of association, e.g. JV or Sub-consultancy)*. **Maximum number of members in the JV shall be: 3 (three).** In case of contract award, each member will be jointly and severally liable to the Client for all the Consultant’s obligations under this Contract.

If an Applicant (including any JV member) submits or participates in more than one application (expression of interest), those applications shall be all rejected. However, the same Subconsultant may participate in several applications.

**If the Applicant is a JV, the expression of interest shall include:**

* a power of attorney for the representative of the lead member to represent all JV members
* a copy of an existing JV agreement, or
* a “Letter of Intent” to execute a JV Agreement.

In the absence of the abovementioned document(s), the other members will be considered as **Subconsultants.**

**Experiences and qualifications of Subconsultants are not taken into account in the evaluation of the Applications (Expressions of interest).**

**5. Evaluation Method/ Number of Passed Criteria:**

The evaluation of Applications/EOIs will be conducted on a ***Pass/Fail*** basis to verify compliance with the eligibility and qualification requirements. Only Applicants that pass all mandatory criteria will be considered for shortlisting. Any firm that fails to meet one of the four criteria will not be shortlisted.

To assist in the evaluation process, the Client may, at its discretion, request clarifications or additional information from Applicants, allowing a reasonable time for response. Clarifications not requested by the Client but somehow provided by the Applicants will not be considered. All requests and responses shall be made in writing.

In case of a JV, the JV Leader must meet at least 50% of the qualification criteria, and each JV member must meet at least 25%. The JV collectively must meet 100% of the requirements.

**All Applicants will be informed in writing of the results of the shortlisting process, including a summary of the relevant reasons for their acceptance or rejection.**

Among the submitted applications, the Client will establish the shortlist **of at least three (3) and at most six (6) Applicants**, to whom the Request for Proposals (RFP) to carry out the Services shall be sent.

**Important:** If more than six (6) Applicants pass all the established selection criteria, the Client will shortlist up to six (6) of the best-qualified Applicants. The selection will be made based on a comparative assessment of the candidates who passed, giving consideration to (i) the compexity of relevant experience in similar assignments; (ii) geographical balance to ensure a diverse representation of qualified firms; and (iii) where applicable, an equitable balance of Joint Venture (JV) participation. This selection shall not involve the evaluation of methodologies or key experts, which will be assessed at the RFP stage. All shortlisted Applicants shall fully meet the minimum “Pass” requirements.

The Applicant/Consultant will be selected in accordance with the **Least Cost Selection (LCS)** method.

6․ Interested Applicants may obtain further information or clarification at the address below during office hours: from **10.00 to 17.00 (Yerevan time), Monday to Friday**, excluding public holidays (contact person: **Mrs.Meri Hayrapetyan – “IPIU Building up of Yerevan” CNCO, Public Buildings Program Lead;** **tel:** **(+374 11) 51-40-05 (ext. 5020)**;  **email:** [**meri.hayrapetyan@yerevan.am**](mailto:meri.hayrapetyan@yerevan.am))**.**

All clarification requests must be submitted in writing to the above email address. Responses will be provided within one week and shared with all Applicants to ensure equal treatment. No telephone inquiries will be considered official.

7․ **Submission of Expressions of Interest:** Expressions of Interest must be submitted **in paper form in English or Armenian** — one (1) duly signed and validated hard copy plus one (1) digital copy (on CD or flash drive) — delivered **in person or by courier service**, or **electronically by e-mail in Adobe PDF format**, to the address below **no later than January 12, 2026** at **17:00 (Yerevan time)** for paper submissions and **23:59 (Yerevan time)** for electronic submissions. Submissions should be clearly marked as follows: **Expressions of Interest for “****Preparation of detailed technical design and cost estimation documents, along with the provision of author's supervision for the Seismic upgrades, energy efficiency improvements and reconstruction of “Karmir blur”, “Arshakunyats” and “Kanaker-Zeytun” health centers”, Ref#YEEP-II/LCS/CS-25/002”.**

Expressions of Interest received after the deadline will be **rejected**. In the case of paper submissions, they will be **returned unopened**. A public opening of Expressions of Interest **is not foreseen**.

8. **Remedies Mechanism/Procurement Complaints**: Any person or entity having or having had an interest in the contract and (at risk of) being harmed by an alleged infringement of the applicable procurement rules shall have access to appropriate administrative and/or judicial review mechanisms in accordance with applicable laws and EIB Guide to Procurement paragraph 1.8.

The Applicants should alert the Client/Promoter in writing, with a copy to the European Investment Bank to [procurementcomplaints@eib.org](mailto:procurementcomplaints@eib.org), in case they should consider that certain clauses or provisions of the Request for Expressions of Interest (REOI) might limit international competition or introduce an unfair advantage to some Applicants/Consultants.

9․ The Applicant shall bear all costs associated with the preparation and submission of its Application (EOI), and the Client shall in no case be responsible or liable for those costs, regardless of the conduct or outcome of the Bidding process.

**10․The address referred to above is:**

**“Investing Projects Implementation Unit Building up of Yerevan” Community Non-Commercial Organization (“IPIU Building up of Yerevan” CNCO)**

**Attn.: Mr. Martin Charyan- Procurement Specialist**

**Tel: (+374 11) 51-50-07 (reception); (+374 11) 51-40-05 (ext. 5023)**

**Street address: 1/3 Buzand Street**

**Floor/Room number: 6th floor; room#618**

**City: Yerevan**

**ZIP Code: 0010**

**Country: Republic of Armenia**

**E-mail:** [**martin.charyan@yerevan.am**](mailto:martin.charyan@yerevan.am)**; copy to:** [**meri.hayrapetyan@yerevan.am**](mailto:meri.hayrapetyan@yerevan.am); [**narek.melkumyan@yerevan.am**](mailto:narek.melkumyan@yerevan.am)

**The Application/Expression of Interest should comprise the following:**

* Application Letter («**Letter of Interest**») addressed to the **“IPIU Building up of Yerevan” CNCO** Acting Director, including Appendix to Letter of Interest (Covenant of Integrity) [[4]](#footnote-4)
* Authorization Letter for the person signing the Expression of Interest;
* Information about overall experience of the firm during the past **ten (10) years** *(to be provided in a form «****Form EXP-1: Firm’s General Experience****»)*4;
* Information about the assignment related contracts (**at least five (5)**) performed during the past **ten (10) years** *(to be provided in a form «****Form EXP-2: Firm’s Specific Experience****»)*4;
* Information about technical and managerial capacities of the firm *(no specific format or form is prescribed; the information should be presented in the Applicant’s own format)*;
* A copy of the JV Agreement entered into by all members, or a letter of intent to execute a JV Agreement, signed by all members together with a copy of the Agreement proposal *(in the absence of this document, the other members will be considered as Subconsultants)*. *In case of engagement of a Sub-consultant(s), a copy of the Sub-consultant’s contract shall also be submitted.*

**Note: *all italicized text in [..] is for use in preparing this form and shall be deleted from the final product.***

Letter of Interest

*Date\_\_\_\_\_\_\_* ***[insert the EOI submission date]***

To: **“Investing Projects Implementation Unit Building up of Yerevan” Community Non-Commercial Organization (****Procuring/Executing Agency of the “Client”)**

Attn: **Mrs. Aneta BABAYAN,** **Acting Director**

Address: **1/3 Buzand Street, Yerevan 0010, Armenia**

Dear Sir/Madam:

In response to the Request for Expressions of Interest (REOI) published on \_\_\_\_\_\_\_\_\_\_\_ ***[insert date of publication]*** for the assignment relevant to **«……………………………………….», Ref#......................................** [***insert name and number of Bidding/Contract***]***.***

I, as an authorized representative of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ [***insert name of your organization\company and any other firm joining as joint venture]*** would like to express the interest of my organization \ company ***[or joint venture]*** to undertake the above-mentioned assignment as mentioned in the REOI and the attached **Terms of Reference (TOR)**.

I am enclosing the information and documents requested, in the format requested, for your information and records.

I acknowledge that **Appendix 1 to Letter of Interest (Covenant of Integrity)** forms part of this EOI.

I declare that the information provided is complete and correct in details and understand that the contracting authority has the right to request, for the purpose of verifying and confirming the statements, any available supporting documents.

We hereby declare that we, including all JV/Consortium members and subconsultants (if any), are not currently subject to exclusion, suspension, or debarment by the European Investment Bank (EIB) or any other institution with which the EIB has mutual recognition agreements.

We understand you are not bound to accept any application you receive.

We remain,

Yours sincerely,

Authorized Signature **[*in full and initials*]:**

Name and Title of Signatory:

**Note: *to be signed by the authorized representative of the organization \ company or the lead organization \ company (in case of Joint venture)***

**Appendix 1 to Letter of Interest: Covenant of Integrity**

|  |
| --- |
| *IMPORTANT: It should be noted that, in the Covenant of Integrity, the Consultant/Applicant/Bidder is requested to self-declare all sanctions and / or exclusions (including any similar decisions having the effect of imposing conditions on the Consultant/Applicant/Bidder or its subsidiaries or to exclude the said Consultant/Applicant/Bidder or its subsidiaries, such as temporary suspension, conditional non-exclusion, etc.) imposed by the European institutions or any multilateral development banks (including the World Bank Group, the African Development Bank, the Asian Development Bank, European Bank for Reconstruction and Development, European Investment Bank or Inter-American Development Bank), regardless of the date of issue and the expiration or not of such decisions and of the current status of any sanction and / or exclusion. In this regard, any omission or misrepresentation made knowingly or recklessly, may be considered as fraud under the EIB Anti-Fraud Policy. Therefore, the Employer/Client reserves the right to reject any offer presenting an inaccurate or incomplete Covenant of Integrity, and may cause the rejection of the Bid/proposal/application/offer for prohibited conduct*.  *Note to Applicants/Consultants:* ***THE DOCUMENT MUST BE SUBMITTED TOGETHER WITH THE LETTER OF INTERES, COMPLETED, SIGNED AND UNALTERED. DELETE THIS BOX ONCE YOU HAVE COMPLETED THE DOCUMENT*** |

To: *\_\_\_\_\_\_\_\_\_\_\_\_\_ [insert the name of Client]*

…………………….. *[insert the name of Tenderer/Consultant or JV]* hereby declare and covenant, on our behalf and on that of our joint venture partners, if any, for “…………………..”*[insert name of the Contract]* managed by “……………………”*[insert name of the Client]* (the “Contract”), that neither we nor anyone, including any of our directors, employees, agents or subconsultants/subcontractors for the Contract, acting on our behalf with due authority or with our knowledge or consent or facilitated by us (together, the “Associated Entities and Persons”), nor any of our parent, subsidiary or affiliate companies,

1. have engaged in any Prohibited Conduct[[5]](#footnote-5) in connection with the tendering process, nor will we or the Associated Entities and Persons engage in such Prohibited Conduct during the execution of the Contract;
2. are listed or otherwise subject to EU/United Nations sanctions[[6]](#footnote-6);
3. are the subject of a current decision of exclusion by the European Investment Bank;
4. during the **5 (five) years** immediately preceding the date of this Covenant, have been convicted in any court or sanctioned[[7]](#footnote-7) by any authority (irrespective of whether such conviction or sanction is still in force) of any offence on grounds comparable to Prohibited Conduct in connection with a tendering process or any provision of works, goods or services; or
5. are excluded or subject to enforcement actions or otherwise sanctioned[[8]](#footnote-8) by the EU institutions or bodies, or any multilateral development bank[[9]](#footnote-9), on grounds comparable to Prohibited Conduct, or have been under such exclusion, enforcement action or sanction the effectiveness of which ceased no more than **5 (five) years** immediately preceding the date of this Covenant.

We will immediately inform you if any instance described under (i) to (v) above in respect of us or any of the Associated Entities and Persons comes to the attention of any person in our organisation having responsibility for ensuring compliance with this Covenant at any time during the tendering process and, if successful, during the Contract.

We further declare and covenant that, if successful, neither us nor any of the Associated Entities and Persons will act in contravention of EU/United Nations sanctions during the execution of the Contract.

If applicable, we provide below the details of all convictions, exclusions or other sanctions, exclusion/sanctions proceedings, and/or enforcement actions, listed above under paragraphs (i) to (v), in respect of us or any of the Associated Entities and Persons, together with details of the measures taken, or to be taken, to ensure that no Prohibited Conduct is committed in connection with the tendering process or with the execution of the Contract *(if not applicable, please indicate not applicable in the table below)*:

|  |  |  |
| --- | --- | --- |
| Name of entity | Details of disclosure | Measures taken or to be taken |
|  |  |  |
|  |  |  |
|  |  |  |

We, or any of the Associated Entities and Persons, have paid, or will pay, the following commissions, gratuities or fees with respect to the tendering process or execution of the Contract *[insert complete name of each recipient, its full address, the reason for which each commission, gratuity or fee was paid, or will be paid, and the amount and currency of each such commission, gratuity or fee]*:

|  |  |  |  |
| --- | --- | --- | --- |
| Name of recipient | Address | Reason | Amount |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

For the duration of the tendering process and, if we are successful, for the duration of the Contract, we will appoint and maintain in office an officer who shall be a person reasonably satisfactory to you and to whom you shall have full and immediate access, having the duty, and the necessary powers, to ensure compliance with this Covenant.

We grant the ……………. *[name of the Client]*, the European Investment Bank, and any persons appointed by it and/or any authority or European Union institution or body having competence under European Union law, the right to (i) visit the sites, installations and works, (ii) interview our representatives and any other relevant person and (iii) inspect and copy our books and records in connection with the tendering process or the Contract, and we shall require our Associated Entities and Persons with knowledge of the Contract to respond to questions from the European Investment Bank and to provide to it any information or documents necessary for the investigation of allegations of Prohibited Conduct.

We agree to preserve our books and records and ensure that the books and records of the Associated Entities are preserved generally in accordance with applicable law but in any case for **at least 6 (six) years** from the date of tender submission and, in the event we are awarded the Contract, **at least 6 (six) years** following the date of substantial performance of the Contract. We shall ensure that in any agreements with Associated Entities concerning the execution of the Contract provisions to the effect of this paragraph are included.

We acknowledge that any failure to comply with the obligations under this Covenant of Integrity (including any omission or misrepresentation, made knowingly or recklessly, of a past conviction, exclusion, other sanction or enforcement action), or any unauthorised amendment to the Covenant, may be considered a breach of the EIB Group Anti-Fraud Policy and thus result in the rejection of our tender for the Contract and/or cause the initiation of exclusion proceedings by the EIB against us and/or any of the Associated Entities and Persons.

**SIGNED by a duly authorised representative with the requisite power and authority to sign on behalf of its company and, in the case of a joint venture, on behalf of each member thereof**:

Name of the Consultant: **[*insert complete name of person signing the Application/EOI*]**

Name of the person duly authorized to sign the Application/EOI on behalf of the Consultant[[10]](#footnote-10): **[*insert complete name of person duly authorized to sign the Application/EOI*]**

Title of the person signing the Application/EOI: **[*insert complete title of the person signing the Application/EOI*]**

Signature of the person named above: **[*insert signature of person whose name and capacity are shown above*]**

Date signed **[*insert date of signing*]** day of **[*insert month*], [*insert year*]**

Form EXP-1: Firm’s General Experience

(core business and years in business)

**Note: *all italicized text in [..] is for use in preparing this form and shall be deleted from the final product.***

Applicant Information Form

Applicant’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ***[insert full name]***Date: \_\_\_\_\_\_\_\_\_\_\_ ***[insert day, month, year]***REOI No. and title: \_\_\_\_\_\_\_ ***[insert REOI number and title]***Page\_\_\_ ***[insert page number]***of \_\_\_ ***[insert total number]***pages

|  |
| --- |
| Applican's name: |
| In case of Joint Venture (JV), name of each member: |
| Applicant's actual or intended country of registration:  ***[indicate country of Constitution]*** |
| Applicant's actual or intended year of incorporation: |
| Applicant's legal address ***[in country of registration]:*** |
| Applicant's authorized representative information  Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Address: *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*  Telephone/Fax numbers: *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*  E-mail address: *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_* |
| **Summary of Core Business Activities:**  1.  2.  3.  etc.  ***[Guidance for Applicants: Applicants should provide a clear and concise overview of their organization’s main business activities. Applicants are also required to include details of relevant licenses, certificates, and other supporting documents that substantiate their business activities. This summary should highlight the key operations, products, or services that define the core purpose of the business]*** |
| **Attached are copies of original documents of**  🞎 Articles of Incorporation (or equivalent documents of constitution or association), and/or documents of registration of the legal entity named above.  🞎 In case of JV, letter of intent to form JV or JV agreement.  🞎 In case of state-owned enterprise or institution establishing:   * Legal and financial autonomy * Operation under commercial law * Establishing that the Applicant is not under the supervision of the Client |

Information Form for Joint Venture (JV) Applicants

***(In the case of a JV, this Form should be completed for each JV member)***

JV’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ***[insert full name]***

Joint Venture Member’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ***[insert name]***  
Date: \_\_\_\_\_\_\_\_\_\_\_ ***[insert day, month, year]***REOI No. and title: \_\_\_\_\_\_\_ ***[insert REOI number and title]***Page\_\_\_ ***[insert page number]***of \_\_\_ ***[insert total number]***pages

|  |
| --- |
| Applicant’s Joint Venture name: |
| JV member’s name: |
| JV member’s country of registration: |
| JV member’s year of constitution: |
| JV member’s legal address in country of constitution: |
| JV member’s authorized representative information  Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Telephone/Fax numbers: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  E-mail address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Summary of Core Business Activities:**  1.  2.  3.  etc.  ***[Guidance for Applicants: Applicants should provide a clear and concise overview of their organization’s main business activities. Applicants are also required to include details of relevant licenses, certificates, and other supporting documents that substantiate their business activities. This summary should highlight the key operations, products, or services that define the core purpose of the business]*** |
| **Attached are copies of original documents of**  🞎 Articles of Incorporation (or equivalent documents of constitution or association), and/or registration documents of the legal entity named above.  🞎 Letter of intent to form JV or JV agreement.  🞎 In case of a state-owned enterprise or institution, documents establishing legal and financial autonomy, operation in accordance with commercial law, and is not under the supervision of the Client. |

*[Guidance for Applicants: Applicants — whether a single firm or a Joint Venture — should provide summary information in the table below outlining their core business activities in architectural and/or engineering consultancy.*

*Applicants must have a minimum of ten (10) years of demonstrated experience in the design of residential, public, educational, and/or industrial building developments]*

***(In the case of a JV, this Form should be completed for each JV member)***

Note: *All italicized text in {..} is for use in preparing this form and shall be deleted from the final product.*

| **Duration** | **Assignment name/& brief description of main deliverables/outputs** | **Name of Client & Country of Assignment** | **Approx. Contract value (in AMD or US$/EURO equivalent)/ Amount paid to your firm** | **Role on the Assignment** |
| --- | --- | --- | --- | --- |
| *{e.g., Jan.2015– Apr.2017}* | *{e.g., “Improvement quality of...............”: designed master plan for rationalization of ........; construction technical supervision of…….}* | *{e.g., Ministry of ......, country}* | *{e.g., US$1 mill/US$0.5 mill}* | *{e.g., Lead partner in a JV A&B&C}* |
| *{e.g., Jan-May 2017}* | *{e.g., “Support to sub-national government.....” : drafted secondary level regulations on..............}* | *{e.g., municipality of........., country}* | *{e.g., US$0.2 mil/US$0.2 mil}* | *{e.g., sole Consultant}* |
| *etc.* |  |  |  |  |

**Note: *all italicized text in [..] is for use in preparing this form and shall be deleted from the final product.***

Form EXP-2: Firm’s Specific Experience

***[The following table shall be filled in for contracts performed by the Applicant and each member of a Joint Venture. A separate table shall be filled for each contract]***

Applicant’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ***[insert full name]***Date: \_\_\_\_\_\_\_\_\_\_\_ ***[insert day, month, year]***Joint Venture Member Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ***[insert* *full name]***REOI No. and title: \_\_\_\_\_\_\_ ***[insert REOI number and title]***Page\_\_\_ ***[insert page number]***of \_\_\_ ***[insert total number]***pages

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Similar Contract No.**  ***[insert number]* of *[insert number of similar contracts required]*** | **Information** | | | | |
| Contract Identification | ***[insert contract name and number, if applicable]*** | | | | |
| Award date | ***[insert day, month, year*** ***e.g., June 15, 2018]*** | | | | |
| Completion date | ***[insert day, month, year, e.g., October 20, 2021]*** | | | | |
| Original contractual completion period |  | | | | |
| If there was any delay in completion, provide the period of delay due to consultants default Cause of delay | Force Majeure | | Contractually justified extension of time | Consultants default | Others |
| Period corresponding to cause of delay (months) |  | |  |  |  |
| Role in Contract  ***[check the appropriate box]*** | Prime Consultant 🞎 | | Member in  JV  🞎 | Management Consultant  🞎 | Sub-consultant 🞎 |
| Total Contract Amount | ***[insert total contract amount in EURO or US$ or local currency (AMD)]*** | | | ***[please indicate the exchange rate and the total contract amount equivalent in Euro/USD if the contract is concluded in local currency (AMD), based on the exchange rate as of the contract signing date]*** | |
| If member in a JV or sub-consultant, specify share in value in total Contract amount and roles and responsibilities | ***[insert a percentage amount]*** | ***[insert total contract amount in EURO or US$ or local currency (AMD)]*** | | ***[please indicate the exchange rate and the total contract amount equivalent in Euro/USD if the contract is concluded in local currency (AMD), based on the exchange rate as of the contract signing date]*** | |
| ***[insert roles and responsibilities]*** | | | | |
| **Description of the similarity in accordance with Terms of Reference (TOR)** |  | | | | |
| Complexity | ***[insert description of complexity]*** | | | | |
| Methods/Technology | ***[insert specific aspects of the methods/technology involved in the contract]*** | | | | |
| Other Characteristics | ***[insert other characteristics as described in Section VII, Scope of Purchaser’s Requirements]*** | | | | |
| Client’s Name: | ***[insert full name]*** | | | | |
| Address :  Telephone number :  E-mail: | ***[indicate street / number / town or city / country]***  ***[insert telephone numbers, including country and***  ***city area codes]***  ***[insert e-mail address, if available]*** | | | | |

***Note: The contracts listed in the Form must have been successfully completed in the relevant field of assignment. Applicants shall attach copies of at least five (5) previously implemented contracts, as specified in paragraph 4 of this REOI, together with any related Contract Amendments (if applicable) and Final Completion Certificates, to demonstrate compliance with the specific qualification requirement (“3. Firm’s specific experience”).***

***Copy(ies) of previously implemented contract(s) which are other than in English language (except for Armenian and/or Russian language) should be translated and provided in English language. The Client has the right to request from the Consultant/Applicant documents confirming the authenticity of the qualifications and experience provided by Applicant/Consultant.***

***DELETE THIS BOX ONCE YOU HAVE COMPLETED THE DOCUMENT***

**Note: *all italicized text in [..] is for use in preparing this form and shall be deleted from the final product.***

Technical and managerial capacities of the firm

*[No specific format or form is prescribed; the information should be presented in the Applicant’s own format]*

*[Guidance for Applicants*

*Applicants — whether a single firm or a Joint Venture — should provide information demonstrating their internal capacity to effectively manage and execute the assignment. The submission should include the following:*

*(i) Evidence of an established and functional organizational and managerial structure, such as an organizational chart and a list of departments, along with details of a core technical team comprising at least nine (9) (as specified in the attached Terms of Reference (TOR)) qualified professionals (at this stage the CVs are not required) relevant to the assignment.*

*(ii) Confirmation of access to or ownership of essential technical resources, including adequate office infrastructure and equipment, relevant software required for design and/or supervision tasks, and laboratory and/or field-testing facilities (or access to such facilities through subcontracts or partnerships) suitable for assignments of a similar nature.]*

1. The latest version of  EIB’s Guide to Procurement shall be used and can be downloaded from EIB website. The link to the currently valid version is:<https://www.eib.org/en/publications/20240132-guide-to-procurement-for-projects-financed-by-the-eib>  [↑](#footnote-ref-1)
2. The full EIB Anti-Fraud Policy is available at: <https://www.eib.org/en/publications/anti-fraud-policy> [↑](#footnote-ref-2)
3. The EIB Exclusion Policy is available at: [https:](https://www.eib.org/en/publications/exclusion-policy)[//www.eib.org/en/publications/exclusion-policy](https://www.eib.org/en/publications/exclusion-policy) [↑](#footnote-ref-3)
4. **These documents are attached to this REOI (see next pages below)** [↑](#footnote-ref-4)
5. Corruption, fraud, collusion, coercion, obstruction, theft at EIB Group premises, misuse of EIB Group resources or assets, money laundering or financing of terrorism, all as defined in the EIB Group Anti-Fraud Policy, available at <https://www.eib.org/en/publications/anti-fraud-policy> and as amended from time to time. [↑](#footnote-ref-5)
6. EU sanctions or restrictive measures pursuant to Chapter 2 of Title V of the EU Treaty and the objectives of the Common Foreign and Security Policy set out in Article 21 of the EU Treaty and Article 215 of the Treaty on the Functioning of the EU, either autonomously or pursuant to the sanctions decided by the United Nations Security Council on the basis of Article 41 of the United Nations Charter. [↑](#footnote-ref-6)
7. Including a fine or any other financial penalty, irrespective of whether paid yet or not. [↑](#footnote-ref-7)
8. Including any decision having an effect similar to conditional non-exclusion, temporary suspension, letters of reprimand, or self-restraint. [↑](#footnote-ref-8)
9. Including the World Bank Group, the African Development Bank, the Asian Development Bank, the European Bank for Reconstruction and Development, the European Investment Bank and the Inter-American Development Bank. [↑](#footnote-ref-9)
10. In case of Joint Venture, insert the name of the Joint Venture. The person who will sign the application, tender/bid or proposal on behalf of the applicant, tenderer or consultant shall attach a power of attorney from the applicant, tenderer or consultant. [↑](#footnote-ref-10)