

Call for Tender

Tender procedures

BOARD GAME PRODUCTION

for the AFD project

**“Emergence of the first trails network from the
Mediterranean”**

Deadline for submission of application: July 26, 2024

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1. ELIGIBILITY AND RULES OF ORIGINE

AFD funding has been fully untied since January 1, 2002. AFD finances all works contracts, equipment, supplies, intellectual services and other services, regardless of the nationality of the contractor (nor that of its suppliers or subcontractors), except in the event of an international embargo. This decision concerns not only the "Countries so-called Less Advanced "(LDCs), in application of the Recommendation of the Development Assistance Committee (DAC) of the Organization for Economic Co-operation and Development (OECD) of April 20, 2001 on untying, but also all of the other foreign countries where AFD operates.

2. ADMISSIBILITY CRITERIA

Only applications fulfilling the following criteria of admissibility will be evaluated:

- the deadline for the submission of applications has been respected;
- the application is complete;
- the candidate has signed the Statement of Integrity, Eligibility and Environmental and Social Responsibility.

3. SELECTION CRITERIA

The following selection criteria will be applied to candidates. In the case of applications submitted by a consortium, these selection criteria will be applied to the consortium as a whole unless specified otherwise. The selection criteria will not be applied to natural persons and single-member companies when they are sub-contractors.

Legal status of candidate:

The candidate has a legal status and is not presenting the application as a natural person (Application form table 1).

Professional and technical capacity of candidate:

Education and Experience:

- Degree in Environmental Science, Sustainability, Education, or a related field (preferred).
- Experience in designing educational games or games with a social impact (a plus).
- Experience working with different target audiences for games (helpful).

Skills and Abilities:

- Strong understanding of environmental issues and solutions.
- Excellent written communication skills in English and Arabic.
- Creativity and ability to develop engaging game mechanics and storylines.
- Familiarity with basic illustration or graphic design principles (a plus).

4. AWARD CRITERIA

The applications will be evaluated in two separated phases:

1. In the first phase the evaluation committee will evaluate the technical offer using the following quality criteria:

Any application falling short of the technical threshold of 75 out of 100 points is automatically rejected.

2. In the second phase, the financial proposal will be evaluated. The financial offer will be noted on 100 scores.

The application with the lowest total price receives 100 financial score.

$S_f = 100 \times F_m / F$, in which

S_f is the financial score.

F_m is the lowest price and

F is the price of the proposal under evaluation

For the final score of the offer, the best price-quality ratio is established by weighing technical quality against price using the following ponderation:

- Technical quality: 80%
- Price: 20%

5. EVALUATION GRID

The following evaluation grid will be used to evaluate the applications.

CRITERIA	MAXIMUM
1.1 Quality of the proposed methodology	15
1.2 Do the applicants and affiliated entity(ies), if applicable, have sufficient in-house experience ?	30
1.2 Do the applicants and affiliated entity(ies), if applicable, have sufficient in-house technical expertise (demonstrated capacity)?	30
1.3 Do the applicants and affiliated entity(ies), if applicable, possess the necessary academic qualifications to successfully complete the tasks ?	25
TOTAL SCORE	(100 pts)
Comments & Justification:	

6. APPLICATION FORMAT AND DETAILS TO BE PROVIDED

Applications must be submitted using the standard application form annex to the call for tender (Annex 2) the format and instructions of which must be strictly observed.

7. HOW APPLICATIONS MAY BE SUBMITTED

Applications must be submitted in English exclusively and sent by email to this email address: info@lebanontrail.org

Please, indicate “Gameboard LMTA” as subject of your e-mails.

Applications submitted by any other means will not be considered.

By submitting an application candidates accept to receive notification of the outcome of the procedure by electronic means.

8. OPERATIONAL LANGUAGE

All written communications for this tender procedure and contract must be in English.

9. TENDER PROCESS TIMETABLE

	DATE	TIME
Publication of notice inviting tender	July 9, 2024	4 pm Beirut time
Last date of receiving written queries from Bidders	July 26, 2024	4 pm Beirut time
Conduct of online meetings for the qualified Bidders	TBC with bidders	
Approval of successful Bidder by LMTA	July 31, 2024	

10. CONTACT DETAILS

Offerors must submit their proposals electronically to info@lebanontrail.org by **July 26, 2024**.

The subject line of the e-mail should mention “**Gameboard LMTA**”.