



Contracting authority: Delegation of the European Union to Turkey

Call for Expression of Interest

for

Second tranche of the Facility for Refugees in Turkey:

Education Infrastructure Action

Guidelines
for applicants

Budget line 22.020302

Deadline for submission of application: **30 April 2019**

Notice

This Call for Expression of Interest ('Call for EoI') is launched in view of potentially entering into formal negotiation leading to the signature of a Contribution Agreement to be implemented in indirect management as part of Action 2 of the Special Measure C(2018)8254¹ under the Facility for Refugees in Turkey ('the Facility').

Legal bases and considerations

Special Measure C(2018)8254 adopted on education under the Facility allows the possibility for the Union funds to be implemented indirectly by entrusting budget implementing tasks to, amongst others, international organisations and their agencies.

This Call for EoI aims at identifying an entrusted entity, which could be invited to implement the Action of the special measure related to the field of education infrastructure under the above mentioned applicable provisions.

Responsibilities of the entrusted entity

The Entrusted entity ('entity') would be responsible for carrying out the tasks relating to the implementation of the Action described in the application form (Annex A), which specifies indicators of achievement.

The entity shall be responsible and accountable for the overall administration of all the activities required to implement the Action, among others, preparation, implementation and conclusion of grant and procurement contracts, and management of corresponding expenditures. The entity will participate in coordination meetings and other jointly defined activities with the Commission.

In performing the tasks entrusted to it, the entity may not carry out tasks involving discretion implying political choices. The entity may directly provide technical assistance with its own staff, which should be indicated. The financing of the actions would be done by the European Union in accordance with its rules and procedures, while paying careful consideration to all the necessary aspects concerning cost-efficiency and sound financial management in the funding of the Action.

Selection process

Entities are hereby invited to submit an expression of interest in line with these Guidelines. The organisations that would respond to this Call for EoI will be assessed along a transparent set of criteria mentioned in section 2.2.

The indicative date to finalise the assessment is foreseen by the end of May 2019.

The selected entity will be invited to start negotiations, potentially leading to Contribution Agreement, subject to availability of funds. The signature of the contribution agreement would be expected to take place as soon as possible and in any case no later than the beginning of the second half of 2019, following the finalisation of the negotiation process.

¹ Commission Implementing Decision of 11.12.2018 amending Commission Implementing Decision C(2018) 4960 final of 24.07.2018 on the adoption of a special measure on education under the Facility for Refugees in Turkey. https://ec.europa.eu/neighbourhood-enlargement/sites/near/files/c_2018_8254_f1_annex_en_v3_p1_1001797.pdf

Eligibility of the potential entities for a Contribution Agreement is conditioned to the new Pillar Assessment which is requested by the EU under the new EU Financial Regulation².

According to Article 279§3 FR the existing pillar assessments continue to apply until they are revised as appropriate.

Note that the selection of entities under indirect management does not constitute a competitive procedure. The present Call for Expression of Interest with all potentially eligible entities ensures a transparent selection process based on objective criteria.

² The Financial Regulation (EU, Euratom) 2018/1046, which entered into force on 2 August 2018, includes provisions concerning indirect management. In accordance with these provisions, the Commission can entrust budget implementation tasks to entities that demonstrate a level of financial management and protection of the EU's financial interest equivalent to that of the Commission. This is verified by carrying out an ex-ante assessment, a Pillar Assessment (PA) of the entity.

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1. SECOND TRANCHE OF THE FACILITY FOR REFUGEES IN TURKEY: EDUCATION INFRASTRUCTURE ACTION

1.1. BACKGROUND

The Facility for Refugees in Turkey (the 'Facility') aims to support the implementation of the EU-Turkey Joint Action Plan agreed on 29 November 2015 and the EU-Turkey Statement of 18 March 2016³. A first phase of the Facility for an amount of EUR 3 billion was launched in 2016 and was successfully contracted by the end of 2017 through 72 projects within the humanitarian and development strands of the Facility⁴.

The EU-Turkey Statement provided that: *'Once these resources are about to be used to the full, and provided the above commitments are met, the EU will mobilise additional funding for the Facility of an additional 3 billion euro up to the end of 2018.'* Accordingly, a Decision was adopted by the Commission in July 2018⁵ to mobilise an additional EUR 3 billion envelope to continue supporting the humanitarian and development needs of refugees and host communities in Turkey.

Considering the protracted nature of the refugee situation, interventions under the second tranche will see a progressive shift from humanitarian to development assistance, with a stronger focus on providing sustainable socio-economic support and livelihood opportunities within Turkey, fostering inclusion and self-reliance. The strategic priority areas of the second tranche will be mainly in education, health, socio-economic support, municipal infrastructure, and protection⁶.

The Steering Committee of the Facility, at its November 2018 meeting, on the basis of the updated Needs Assessment⁷ and extensive discussions with the Turkish authorities, endorsed the orientations for the programming of the second tranche of the Facility. Consequently, the Commission adopted a special measure on education⁸. The current Call for EoI is part of this special measure and corresponds to Action 2 on education infrastructure, which is in line with the objectives of the Facility.

The special measure builds on previous supports in the area of education infrastructure, which is at the same time complementary to other Facility interventions in support to the education sector. The work on education infrastructure includes the EUR 150 million contribution agreement with the World Bank (WB)⁹ and two contribution agreements with the German Development Bank (KfW) worth EUR 325 million¹⁰. Under the aforementioned agreements, minimum 215 schools (prefabricated and solid) are being constructed by financing through the Facility and through the EU Regional Trust Fund in Response to the Syrian Crisis¹¹.

³ The EU Turkey-Statement can be found at: <http://www.consilium.europa.eu/en/press/press-releases/2016/03/18/eu-turkey-statement/>.

⁴ More information on the projects contracted under the Facility can be found at: https://ec.europa.eu/neighbourhood-enlargement/sites/near/files/facility_table.pdf.

⁵ Commission Decision C(2018)4959 of 24.07.2018 on the Facility for Refugees in Turkey amending Commission Decision C(2015)9500 as regards the contribution to the Facility for Refugees in Turkey. https://ec.europa.eu/neighbourhood-enlargement/sites/near/files/c_2018_4959_facility_commission_decision.pdf.

⁶ More information about the updated Strategic Concept Note of the Facility can be found at: https://ec.europa.eu/neighbourhood-enlargement/sites/near/files/updated_facility_strategic_concept_note.pdf

⁷ https://ec.europa.eu/neighbourhood-enlargement/sites/near/files/updated_needs_assessment.pdf

⁸ Commission Implementing Decision of 11.12.2018 amending Commission Implementing Decision C(2018) 4960 final of 24.07.2018 on the adoption of a special measure on education under the Facility for Refugees in Turkey. https://ec.europa.eu/neighbourhood-enlargement/sites/near/files/c_2018_8254_f1_annex_en_v3_p1_1001797.pdf

⁹ Education Infrastructure for Resilience Project aiming to construct 56 solid schools. Factsheet available at: <https://www.avrupa.info.tr/en/project/education-infrastructure-resilience-activities-turkey-7502>

¹⁰ Education in All Times of Crisis I (EUR 70 million) & Education in All Times of Crisis II (EUR 255 million) aiming to construct 159 schools in total. Factsheet available at: <https://www.avrupa.info.tr/en/project/education-all-times-crisis-ii-7083>

¹¹ https://ec.europa.eu/neighbourhood-enlargement/neighbourhood/countries/syria/madad_en

1.2. OBJECTIVES OF THE ACTION AND PRIORITY ISSUES

The **global objective** of this Action is to support Turkey maintaining long-term goals in education by responding to the growing demand for access to education among refugees, persons eligible for subsidiary protection and host communities in Turkey.

The **specific objective** of this Call for EoI is to identify sustainable action(s) for the construction of schools and supply of school equipment, contributing to respond to the needs of refugees and host communities in Turkey.

The **priority** under this Call for EoI is to contribute to create additional classroom capacity in the Turkish national education system for at least 32.000 additional students through the above action(s).

The EU strongly encourages expressions of interest to have an inclusive approach (i.e. considering aspects such as accessibility, gender dimension, etc.) and to contain particular added-value elements (innovative conception/measures, "zero waste" arrangement, re-use and recycling, robust technologies, energy efficiency of the buildings, solar or wind energy, remote control and monitoring systems, sustainability, etc.).

Environmental sustainability of the actions is also a key factor to consider in the expressions of interest. Efficiency of existing and future systems should be taken into account. Actions concerning construction should plan mitigation measures related to possible archaeological site, expropriation and displacement. Improved control and monitoring systems should be put in place as well as soft 'zero waste' measures such as prevention and awareness raising on waste management, reduction, re-use and recycling. Particular attention should be paid to potential pollution (air, groundwater, surface water, etc.), which present possible environmental and health risks, as well as deforestation, biodiversity loss, and soil erosion.

The EU aims also at ensuring cost-efficiency in the use of the funds, taking as a general reference the parameters of the projects implemented under the first tranche of the EU Facility for Refugees in Turkey.

1.3. FINANCIAL ALLOCATION

Allocation

The overall budget available under this Call for EoI is **EUR 100 million**.

Any contribution requested under this Call for EoI must be of the total eligible costs of the Action.

EU financing rate

100% financing by the EU is foreseen to the Action.

2. RULES FOR THIS CALL FOR EXPRESSION OF INTEREST

2.1. ELIGIBILITY CRITERIA

There are three sets of eligibility criteria, relating to:

- (1) the actors:
 - pillar assessed entities
- (2) the action(s):
 - action(s) for which a negotiation of a contract can be carried out (2.1.2.);
- (3) the costs:
 - types of cost that may be taken into account in setting the amount of the proposal(s) (2.1.3.).

2.1.1. Eligibility of applicants

In order to be eligible, the entity submitting an expression of interest must:

- be a pillar-assessed entity; and
- have proven experience in managing actions in Turkey and/or the region in the field of public building construction (education centres, schools, hospitals, etc.) during the last 5 years (section 1.3 of the Application Form – Annex A).

Entities participating in the call must comply with article 61 of the 2018 EU Financial Regulation.

The entity may act individually or with other entities fulfilling the same eligibility criteria specified in section 2.1.1. Entities included in the lists of EU restrictive measures (see Section 2.4. of the PRAG) will not be considered¹².

2.1.2. Eligible actions: actions for which an application may be made

Proposed actions should be aligned with the general and specific objectives of this Call for EoI, and contribute to meet the priorities established for this call in response to the growing demand for access to education among refugees, persons eligible for subsidiary protection and host communities in Turkey.

Relevant Turkish authorities should be associated in the preparation and design of the proposed actions, as well as in the arrangements for their implementation. Civil society and non-governmental organizations should also be consulted as relevant. This element should be reflected in the expression of interest.

Once the actions are completed, the running-costs and other responsibilities and associated costs would be covered by the relevant national or local authorities. Arrangements should be clearly established in anticipation and indicated in the expression of interest.

Duration

The initial planned duration of actions may not exceed 60 months in line with the Special Measure.

Location

Actions must take place in the Turkish provinces most affected by the refugee crisis.

Types of action

The list of types of action is not exhaustive.

1. Construction of schools

Pre-schools, primary schools, high schools, vocational education schools, education centres.

2. Supply of school equipment

School furniture (desks, chairs, boards, vocational tools, etc.) equipment needed to make schools functional.

3. Supply of education equipment

Equipment needed for the newly constructed schools and possibly for existing ones in provinces with a high density of refugees, and persons eligible for subsidiary protection, subject to relevant criteria.

¹² The updated lists of sanctions are available at www.sanctionsmap.eu. Please note that the sanctions map is an IT tool for identifying the sanctions regimes. The source of the sanctions stems from legal acts published in the Official Journal of the European Union (OJ). In case of discrepancy between the published legal acts and the updates on the website it is the OJ version that prevails.

Visibility

The entities submitting an expression of interest will have to include a Communication and Visibility Plan as part of their action (Annex D).

The entities must take all necessary steps to publicise the fact that the European Union has financed or co-financed the action and guarantee the visibility of the EU financing (see also the Communication and Visibility Manual for EU external actions specified and published by the European Commission at http://ec.europa.eu/europeaid/funding/communication-and-visibility-manual-eu-external-actions_en).

Additionally, the complementary Facility Visibility Guidelines should be considered: http://www.avrupa.info.tr/sites/default/files/2017-05/VisibilityGuidelines_March2017_FRIT_EN_20170529_Final.docx

Any visibility and communication activities will have to be consulted in advance with the EU Delegation to Turkey (EUD), once implementation of the action starts.

2.1.3. Eligibility of costs

In addition to any provisions included within the specific Agreements between the EU and the entities submitting an expression of interest, the following conditions in relation to ineligible costs are here underlined and supplemented as follows:

Ineligible costs

The following costs are ineligible for EU financing:

- a) bonuses, provisions, reserves or non-remuneration related costs. Employers' contributions to pension or other insurance funds run by the Organisation may only be eligible to the extent they do not exceed the actual payments made by these schemes and that the amount provisioned does not exceed the contribution that could have been made to an external fund;
- b) full-purchase cost of equipment and assets unless the asset or equipment is specifically purchased for the Action and ownership is transferred in accordance with the provision of the Agreement;
- c) duties, taxes and charges, including VAT, that are recoverable/deductible by the entity;
- d) return of capital;
- e) debts and debt service charges;
- f) provision for losses, debts or potential future liabilities;
- g) banking charges for the transfers from and to the Contracting Authority;
- h) costs incurred during the suspension of the implementation of the Agreement except the minimum costs agreed on;
- i) costs declared by the Organisation under another agreement financed by the European Union budget;
- j) contributions in kind¹³; and
- k) costs of purchase of land or buildings.

¹³ The cost of staff assigned to the Action and actually incurred by the entity is not a contribution in kind.

2.2. HOW TO SUBMIT AN EXPRESSION OF INTEREST AND THE PROCEDURES TO FOLLOW

2.2.1. *Expressions of interest*

Expressions of interest must be submitted in accordance with the instructions on the full applications in the form annexed to these guidelines (Annex A).

Expressions of interest must be written in English. Hand-written expressions of interest will not be accepted.

Clarifications will only be requested when the information provided is unclear and thus prevents from conducting an objective assessment.

Please note that only the form and the annexes that have to be filled in (budget, logical framework, visibility and communication plan) will be assessed. It is therefore of utmost importance that these documents contain **all** the relevant information concerning the action.

No additional annexes should be sent.

2.2.2. *Where and how to send expressions of interests*

Expressions of interests must be submitted in one original and one copy in A4 size, each bound. The complete application form, budget, logical framework, visibility and communication plan and endorsement letters – if relevant – must be supplied in a USB key in a separate and single file (i.e. the application must not be split into several different files). The electronic file must contain **exactly the same** application as the paper version enclosed.

Where an organisation sends several different expressions of interest, each one has to be sent separately.

The outer envelope must bear the **title of the Call for Expression of Interest**, together with the title, the full name and address of the lead entity, and the words ‘Not to be opened before the opening session’.

Expressions of interest must be submitted in a sealed envelope by registered mail, private courier service or by hand-delivery at the address below:

Delegation of the European Union to Turkey
Ugur Mumcu Caddesi No:88, G.O.P.
06700 Cankaya
Ankara – TURKEY
For the attention of: Finance, Contracts and Audit Section - Facility for Refugees in Turkey

Expression of interests sent by any other means (e.g. by fax) or delivered to other addresses will be rejected.

Verify that expressions of interest are complete using the checklist in the Annex A. Incomplete proposals may be rejected.

2.2.3. *Deadline for submission of expressions of interest*

The deadline for the submission of expressions of interest is **30 April 2019 at 16h00 (Turkey time)** as evidenced by the date of dispatch, the postmark or the date of the deposit slip.

In the case of hand-deliveries, the deadline for receipt is at 16h00 (Turkey time) as evidenced by the signed and dated receipt. Any expression of interest submitted after the deadline will automatically be rejected.

2.2.4 Further information

Questions may be sent by e-mail no later than 15 days before the deadline for the submission of expressions of interest to the below address, indicating clearly the reference of the call:

E-mail address: DELEGATION-TURKEY-FACILITY-TENDERS@eeas.europa.eu

The Delegation of the European Union to Turkey has no obligation to provide clarifications to questions received after this date.

Replies will be given no later than 10 days before the deadline for the submission of expressions of interests.

To ensure equal treatment of entities, the Delegation of the European Union to Turkey cannot give a prior opinion on the eligibility of an action or specific activities.

2.3. EVALUATION AND SELECTION OF EXPRESSION OF INTEREST

The expression of interest will be assessed according to the following steps and criteria. If the examination of the application reveals that the proposed action does not meet the eligibility criteria stated in Section 2.1, the expression of interest will be rejected on this sole basis.

Step 1: Administrative & Eligibility Checks

During the opening and administrative check the following will be assessed, based on an eligibility grid:

- If the deadline has been met.
- If the expression of interests satisfies all the criteria specified in the checklist of the application form. This includes also an assessment of the eligibility of the action and of the entity submitting the expression of interests. If any of the requested information is missing or is incorrect, the expression of interests may be rejected on that sole basis and the expression of interests will not be evaluated further.

Step 2: Assessment of Expression of interests

The expression of interests will be assessed using the evaluation criteria in the assessment grid below. The assessment grid is divided into sections and subsections. Each subsection will be given a score between 1 and 5 as follows: 1 = very poor; 2 = poor; 3 = adequate; 4 = good; 5 = very good.

Section	Maximum Score	
1. Administrative and professional capacity	Sub-score	15
1.1 How relevant is the in-house experience of the entity to implement the action or to sub-delegate it. What is the staff profile of the entity to implement the action (permanent/temporary)? Is there a project supporting office in Turkey?	5	
1.2 On the basis of the evidence provided by the entity, how relevant are the completed programmes/actions in relation to the priority areas of this Call for EoI, over the last five years in Turkey and/or the region?	5*2	

2. Relevance of the action		Sub-score	20
2.1	How relevant is the action to the objectives and priorities of the Call for EoI and of the Facility? Are the expected results of the action aligned with the priorities defined in the Guidelines for applicants (section 1.2)?	5	
2.2	How relevant is the action to the particular needs and constraints of Turkey and the targeted region(s)?	5	
2.3	How clearly defined and strategically chosen are those involved (final beneficiaries, target groups, key stakeholders)? Have their needs and constraints been clearly defined and does the action address them appropriately?	5	
2.4	Does the action contain particular added-value elements (e.g. innovative conception/measures, best practices)? Does the action contain particular inclusive measures and/or relevant cross-cutting elements for education infrastructure (such as promotion of gender equality and equal opportunities, needs of people with disabilities, rights of minorities, rights of children and youth, etc.)?	5	
3. Design of the action		Sub-score	20
3.1	How coherent is the overall design of the action? Does the action indicate the expected results to be achieved? Does the intervention logic explain the rationale to achieve the expected results?	5	
3.2	Does the design reflect a robust analysis of the problems involved, and (the capacities of) the relevant stakeholders, in particular Turkish institutions?	5	
3.3	Does the design take into account external factors (risks and assumptions)?	5	
3.4	Are the activities feasible and consistent in relation to the expected results (including timeframe)? Are results (output, outcome and impact) realistic? Are the activities proposed appropriate, practical, and consistent with the envisaged outputs and outcome(s)?	5	
4. Methodology of the action		Sub-score	10
4.1	How coherent is the proposed methodology? Does the action/Logical Framework include credible baseline, targets and sources of verification? If not, is a baseline study foreseen (and is the study budgeted appropriately in the action)?	5	
4.2	How mature is the action? Has the entity demonstrated relevant preliminary works/studies have been carried out and checked to ensure actions are sufficiently mature?	5	

5. Sustainability of the action	Sub-score	15
5.1 Is the action likely to have a tangible impact on its target groups?	5	
5.2 Are the expected results of the proposed action sustainable? - Financially (<i>e.g. financing of follow-up activities, sources of revenue for covering all future operating and maintenance costs</i>) - Institutionally (<i>will structures allow the results of the action to be sustained at the end of the action? Will there be local 'ownership' of the results of the action?</i>) - At policy level (where applicable) (<i>what will be the structural impact of the action?</i>)	5	
5.3 Are the expected results of the proposed action environmentally sustainable? <i>Will the action have a negative/positive environmental impact? Has the application considered environmental implications so that negative impacts on environment are either avoided or mitigated during the life of the action (mitigation measures related to possible archaeological site, expropriation and displacement etc)? Has the application properly addressed environmental and climate change concerns and support environment friendly and climate-resilient policy options (improved control and monitoring systems should be put in place as well as soft 'zero waste' measures such as prevention and awareness raising on waste management, reduction, re-use and recycling)? Does the action ensure environmental sustainability (attention to potential pollution (air, groundwater, surface water, etc.), which present possible environmental and health risks, as well as deforestation, biodiversity loss, and soil erosion)?</i>	5	
6. Visibility and communication plan	Sub-score	5
6.1 What are the overall commitments and specific actions envisaged to guarantee EU visibility? Is the action in line with EU and with Facility Communication Guidelines?	5	
7. Budget and cost-effectiveness of the action	Sub-score	15
7.1 What is the cost efficiency of the proposed management/administrative fee against the volume of the EU contribution requested? What is the percentage of remuneration costs declared on the basis of a flat-rate as compared to the direct eligible costs of the Action? Are there any other administrative or indirect costs to be considered? (and if so, up to which % of the direct eligible costs)	10	
7.2 Is the ratio between the estimated costs and the results satisfactory?	5	
Maximum total score	100	

Provisional selection

After the evaluation, a table will be drawn up listing the proposals ranked according to their score. The highest scoring expression of interest will be provisionally selected.

Note that a threshold of 75 points is defined as the minimum requirement for further consideration of the expression of interests.

Indicative timetable

	DATE	TIME
1. Information meeting	19 March 2019	TBC
2. Deadline for requesting any clarifications from the Delegation of the European Union to Turkey	15 April 2019	16:00
3. Last date on which clarifications are issued	20 April 2019	-
4. Deadline for submission of applications	30 April 2019	16:00
5. Information to lead applicants on the evaluation	May-June 2019	-
6. Contract signature	July-August 2019	-

All times are in the time zone of Turkey.

This indicative timetable refers to provisional dates (except for dates 2, 3, and 4) and may be updated during the procedure. In such cases, entities that expressed their interest through the submission of an expression of interests will be informed in writing.

2.4. CONDITIONS FOR IMPLEMENTATION

With reference to the Special Measure and Financial Regulations, the beneficiary will sign a contribution agreement with the Delegation of the European Union to Turkey, based on the relevant template.

The entity must abide with article 62 (1) (c) of the 2018 EU Financial Regulation, which requires implementing partners to ensure that funds are only disbursed in accordance with EU law, including the implementation of EU restrictive measures.

LIST OF ANNEXES

DOCUMENTS TO BE COMPLETED

- Annex A: Application form (Word format)
- Annex B: Budget (Excel format)
- Annex C: Logical framework (Excel format)
- Annex D: Communication and Visibility Plan