**REQUEST FOR EXPRESSION OF INTEREST (EOI)**

**Subject: “**Integrated assistance programme to provide physical and psychological rehabilitation, and material support to the victims in Côte d’Ivoire”

**Date of this EOI:**  06 December 2017

**Closing date of this EOI:** 31 January 2018

**Reference Number:** ICC ref. 123798

**Address EOI for the attention of:** [**tenders@icc-cpi.int**](mailto:tenders@icc-cpi.int)

**Fax no.:** +31 70 515 8336

**E-mail address:** [**tenders@icc-cpi.int**](mailto:tenders@icc-cpi.int)

It is anticipated that the International Criminal Court (ICC) located in The Hague, The Netherlands, will shortly be issuing a solicitation for an“Integrated assistance programme to provide physical and psychological rehabilitation, and material support to the victims in Côte d’Ivoire”. In this connection, the ICC is requesting expression of interest from qualified organisations.   
  
**Description**

Please refer to the following pages for a description of the services requested and the **minimum requirements to qualify for the EOI.**

**Only organisations qualified for the EOI will be given the detailed scope of work under the Request for Proposal document.**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Interested organisations should forward their Expression of Interest by e-mail to the attention of [tenders@icc-cpi.int](file:///C:/Users/nadalutti/AppData/Local/Microsoft/Windows/Temporary%20Internet%20Files/Content.Outlook/OOJ3GFM3/tenders@icc-cpi.int) with the **minimum requirements to qualify for the EOI.**

Please use the form “Expression of Interest” on the last page of this document.

Interested organisations registered with the UN Global Marketplace, please indicate your vendor registration number. Please be advised that this Request for EOI does not constitute a solicitation. It should also be noted that the ICC reserves the right to change or cancel this requirement at any time.

****

**CALL FOR EXPRESSIONS OF INTEREST**

**“Integrated assistance programme to provide physical and psychological rehabilitation, and material support to the Victims in** **Côte d’Ivoire”**

1. **Introduction**

The International Criminal Court (“the ICC”) and the Trust Fund for Victims (“the TFV”) were established in 2002 under the Rome Statute. The ICC is charged with prosecuting and trying those responsible for genocide, war crimes, and crimes against humanity, while the TFV provides support to victim survivors of these crimes, and their families, in situations within the jurisdiction of the ICC. To achieve this objective, the TFV has a dual mandate:

1. To implement reparations ordered by the Court against a convicted person.

2. Using voluntary contributions from donors, the TFV supports victims and their families in situations before the ICC by funding programmes for physical rehabilitation, material support and psychological rehabilitation.

For further information about the Trust Fund for Victims please visit: <http://www.trustfundforvictims.org>

1. **Description of the integrated assistance programme in Côte d’Ivoire**

At the beginning of 2017, the TFV conducted an onsite mission in Côte d’Ivoire in order to evaluate the need to intervene in the country. At the end of this mission, the TFV’s Board of Directors gave its approval for a programme to be launched within the country with the aim of providing an adequate holistic response for physical and psychological rehabilitation and material support to victims.

On this basis, the TFV wishes to set up an assistance programme in Côte d’Ivoire to benefit victims and their families, of the war crimes and crimes against humanity allegedly committed in the context of the political and military crisis which began on 19 September 2002.

The assistance programme has three components:

1. Psychological rehabilitation (providing counselling and raising awareness within the community about the effects such crimes have on the victims) focuses on the psychological harm resulting from the committed crimes and aims to help the victims overcome their trauma;
2. Physical rehabilitation (surgical services, corrective treatments and mobility devices) focuses on the physical harm which has been suffered;
3. Material support (programmes which improve livelihoods and offer opportunities for vocational and agricultural training) is aimed at remedying the material harm and providing income-generating opportunities to victims and their families.

The victim rehabilitation projects must be implemented in a manner that supports existing initiatives for reconciliation and social cohesion.

Through its projects, the TFV seeks to make the voices of the victims heard by restoring their dignity and giving them a renewed sense of hope. Such projects emphasise reconciliation and are sensitive to gender-based norms and dynamics (gender dimension). They are implemented at an individual or collective level, based on a community approach, with the aim of providing holistic care that will ensure rehabilitation that has reparative value and meets the expectations and needs of the victims.

The TFV therefore encourages applicants to establish partnerships and to clearly indicate the lead organisation, which will be accountable to the Trust Fund with respect to compliance with the contract, coordination, quality control and report preparation, in connection with implementing the project for which funding is being sought.

The programme may be implemented in the District of Abidjan and the following regions: Bas‑Sassandra, Bounkani, Cavally, Gbêkê, Guémon, Kabadougou, Lôh-Djiboua, La Mé, Nawa, Tonkpi and Poro.

1. **Minimum requirements to register for the Expression of Interest**

Bidders interested in this Expressions of Interest (EOI) are requested to attach to their application the documents specified in the descriptions of the three minimum requirements, as set out below. The organisations should submit only the requested documents. Only complete applications will be considered.

**Minimum requirement**  **1**

Registration in Côte d’Ivoire in compliance with the laws governing non-profit organisations in the country:

* National organisations must provide:
  + A copy of the declaration receipt issued by the Ministry of the Interior (prefect, head of administration or their deputy) in accordance with article 8 of the Law 60‑315 of 21 September 1960;[[1]](#footnote-1)
  + A copy of the extract of the Official Journal promulgating the existence of the organisation in accordance with article 11 of the above-mentioned Law.
* International organisations must provide:
* A copy of the registration receipt issued by the Ministry of the Interior and Security; and
* A copy of the “establishment agreement” or the “headquarters agreement” ratified by the Ministry of Foreign Affairs or the Ministry of Ivorians Abroad (*Ministère des Ivoiriens de l’étranger*).

**Minimum requirement 2**

Any organisation responding to this Expressions of Interest must provide details of **at least two (2)** different projects that it has previously implemented. These projects must be similar to the project forming the subject-matter of this Expressions of Interest. To this end, each organisation must complete the form entitled “Past Performance and References Form”, which is provided below. Each project must have a **minimum value of 50,000 euros** or an equivalent amount in **West African CFA francs**. Please complete one form per project implemented.

**Minimum requirement 3**

Evidence of a sound decentralised governance, decision-making structure, and financial administration. Please provide a **signed copy** of a **complete** external financial audit report **no more than 4 years old**. **The entire audit report must be provided. Incomplete audit reports, such as extracts or only sections of the report, will not be accepted.**

**\*\*\***

Applicants who have not submitted the requested documents will not be invited to prepare a proposal, in accordance with the guidelines referred to in the Request for Proposal.

Interested organisations are invited to send their “Expression of Interest” and the required documents, as specified in the minimum requirements, by email to [tenders@icc-cpi.int](mailto:tenders@icc-cpi.int), with the reference “AMI 123798” in the subject line.

The Expression of Interest must include the following information: name of the organisation, address, telephone/fax number, email address and a contact person within the organisation. Enterprises/organisations which are interested in making an Expression of Interest must state their registration number if they are registered in the United Nations Global Market Place.

Please be advised that this request for Expression of Interest does not constitute a solicitation. It should also be noted that the ICC reserves the right to change or cancel this requirement at any time.

****

**Past Performance and References Form**

**Project 1**

Using the format below, please provide information on each relevant assignment for which your organisation was legally contracted. Please fill in one form per project implemented.

|  |  |
| --- | --- |
| Organisation Name: | Address, telephone number and e-mail address: |
| Title and location(s) of the project implemented: | Duration of the project implemented (in months): |
| Start date of the project: | End date of the project: |
| Value of the project implemented (in EUR or West African CFA francs): | Name of the donor organisation(s): |
| Main objective(s) of the project implemented: | Main outcomes of the project: |
| Number of staff employed by the project: | Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed: |
| Brief narrative description of project activities: | |
| Please provide contact details **of the donor organisation**(s) that has/have funded the project:  Name of reference person:  Telephone number:  E-mail address:  Reference number for the project/contract implemented: | |

Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name and signature of the representative of the organisations: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

****

**Past Performance and References Form**

**Project 2**

Using the format below, please provide information on each relevant assignment for which your organisation was legally contracted. Please fill in one form per project implemented.

|  |  |
| --- | --- |
| Organisation Name: | Address, telephone number and e-mail address: |
| Title and location(s) of the project implemented: | Duration of the project implemented (in months): |
| Start date of the project: | End date of the project: |
| Value of the project implemented (in EUR or West African CFA francs): | Name of the donor organisation(s): |
| Main objective(s) of the project implemented: | Main outcomes of the project: |
| Number of staff employed by the project: | Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed: |
| Brief narrative description of project activities: | |
| Please provide contact details **of the donor organisation**(s) that has/have funded the project:  Name of reference person:  Telephone number:  E-mail address:  Reference number for the project/contract implemented: | |

Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name and signature of the representative of the organisations: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**EXPRESSION OF INTEREST**

ICC ref. 123798

EOI Reference Number:

1. Organisation information:
2. Organisation’s name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Address (address responding to this EOI): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Telephone:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Fax: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. E-mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Organisation contact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
4. UNGM Vendor Registration No.:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. <https://www.loidici.com/Groupementassociation/groupementsassodeclarees.php> [↑](#footnote-ref-1)