**CALL FOR EXPRESSIONS OF INTEREST (EOI)**

**Subject-matter:** Assistance programme to provide physical rehabilitation, psychological rehabilitation and socio-economic support to victims in the situation of the Central African Republic

**Publication date:** 25 April 2019

**Closing date:**  26 May 2019

**Reference number****:** ICC ref.  **126435**

**Expressions of interest must be sent**

**by email to:** **tenders@icc-cpi.int**

**Fax:** +31 70 515 8336

**Email address:** **tenders@icc-cpi.int**

The International Criminal Court (“the ICC” or “the Court”), based in The Hague, the Netherlands, will shortly issue a request for proposals in relation to the “Assistance Programme to Provide Physical Rehabilitation, Psychological Rehabilitation and Socio-Economic Support to Victims in the situation of the Central African Republic”. In this respect, it is inviting interested organisations to submit expressions of interest.

**Description**

Please refer to the pages below for a description of the requested services and the **minimum eligibility requirements for participation in this Call for Expressions of Interest**.

**Only business entities/organisations that meet the eligibility criteria can be invited to tender in the request for project proposals.**

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Interested organisations are invited to send an “Expression of Interest” together with the required documents specified in the **Minimum Eligibility Requirements for Submission of an Expression of Interest** by email to: tenders@icc-cpi.int. Please use the “Expression of Interest” form provided at the end of this document.

Interested business entities/organisations are requested to provide their vendor number if they are registered in the United Nations Global Market Place. This Call for Expressions of Interest is neither an invitation to submit a proposal nor a guarantee of pre-selection. The ICC reserves the right to amend or cancel this Call for Expressions of Interest at any time.

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

**“Assistance Programme to Provide Physical Rehabilitation, Psychological Rehabilitation and Socio-Economic Support to Victims in the situation of the Central African Republic”**

1. **Introduction**

The International Criminal Court (“the ICC” or “the Court”) and the Trust Fund for Victims (the “Trust Fund”) were established in 2002 pursuant to the Rome Statute. Whereas the ICC is tasked with prosecuting and trying the perpetrators of genocide, war crimes and crimes against humanity, the Trust Fund provides support to the victims who have survived these crimes, as well as to their families, in situations within the jurisdiction of the Court. To achieve this mission, the Trust Fund has a two-fold mandate:

1. It implements orders for reparations issued by the Court against a convicted person;
2. With the aid of voluntary contributions from donors, it provides assistance to the victims and their families in situations before the ICC. To achieve this objective, it finances programmes that offer physical rehabilitation, material support and psychological rehabilitation.

The Trust Fund has a mandate to assume responsibility for measures taken to remedy harm suffered by the victims due to the commission of crimes within the jurisdiction of the ICC. It ensures that the rights of victims and their families are respected through the reparations and/or assistance programmes that enable them to fully regain their dignity.

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

1. **Description of the assistance programme in the Central African Republic**

At the start of 2013, the Trust Fund for Victims prepared to launch the operational phase of its programme to assist victims of crimes of sexual violence and gender-based violence in the Central African Republic. The country’s relapse into a series of unfortunate violent events between armed groups has prevented the Trust Fund from funding projects to support the rehabilitation of victims of sexual violence in the Central African Republic.

During the second half of 2018, the Trust Fund for Victims conducted a series of sequential field missions in the Central African Republic in order to assess the need for the Trust Fund to relaunch the assistance projects. As a result of these assessments of the situation concerning victims of sexual violence in the Central African Republic, it is clear that the victims are suffering from the harm and consequences resulting from the hostilities that took place in 2003 in the Central African Republic.

Mindful of the situation on the ground and the need for the Trust Fund to initiate assistance programmes, the Board of Directors of the Trust Fund approved the launch of a general assistance programme in the Central African Republic to provide an adequate holistic response to the needs for physical rehabilitation (for physical harm and injuries), psychological rehabilitation (for psychological harm) and socio-economic assistance of the victims of crimes within the jurisdiction of the ICC. The Trust Fund has thus launched a Call for Expressions of Interest from any organisation wishing to engage in a partnership for the technical implementation of assistance projects in the Central African Republic.

The assistance programme focuses on three major areas of intervention to address the harm suffered by the victims and their families:

1. **Psychological rehabilitation** (providing advice and raising awareness within the community about the effects 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. **Socio-economic assistance** (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 the 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 programmes, the Trust Fund is seeking to make the voices of the victims heard by restoring their dignity and giving them a renewed sense of hope. These 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 Trust Fund would therefore encourage 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.

**3. Minimum requirements for submitting an “Expression of Interest”**

Organisations which are interested in this Call for Expressions of Interest 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 files will be taken into consideration.

**Minimum requirement** **no.1**

Interested organisations must submit the documents specified below as proof of their registration in the Central African Republic (CAR) in accordance with legislation governing non-governmental organisations in the Central African Republic:

a) National organisations must provide:

* Decision of the Ministry of Territorial Administration (*Ministère de l’Administration du Territoire*);
* Decision of the Ministry of Planning (*Ministère du Plan*) approving a non-governmental organisation;
* Certificate of registration with the Labour Inspectorate (*Inspection du Travail*);

b) International organisations must provide:

* The cooperation agreement with, or the registration decision of, the Ministry of the Economy, Planning and Cooperation (*Ministère de l’Economie, du Plan et de la Coopération, MEPCI*);
* Proof of administrative authorisation granted to a foreign organisation and/or the agreement with the Ministry of Foreign Affairs;

**Minimum requirement no. 2**

Any organisation responding to this Call for Expression of Interest must provide details of **at least two (2)** different projects implemented in the past. These projects must be similar to the project forming the subject-matter of this Call for Expressions of Interest. To this end, each organisation must complete the form entitled “Past Performance and References Form” (one form per project, see pages 6 and 7 below). Each project must have a **minimum value of 50** **000 euros** or an equivalent amount in Central African **CFA francs (XAF)**.

**Minimum requirement 3**

The organisation must have a strong, decentralised governance structure, with strong financial, administrative and decision-making structures. Please provide a **signed copy** of an external audit report prepared by a firm of auditors that is registered with the *Ordre National des Experts Comptables* (ONCC, National Association of Accountants) in the Central African Republic or an international firm of auditors. The attached external audit reports must be **complete and no more than** four years may have elapsed since the date of their signature by the auditors. **Incomplete audit reports, such as extracts or sections, will not be taken into account.**

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Applicants who have not attached the requested documents will not be invited to prepare a proposal, in accordance with the guidelines referred to in the call for public proposals.

Interested organisations are invited to send their “Expression of Interest” and the required documents, as specified in the three minimum requirements, by email to tenders@icc-cpi.int, placing “EOI **126435**” in the subject line.

The “Expression of Interest” (page 8) must include the following information: reference number, name of the organisation, address, telephone/fax number, email address and a contact person within the organisation. Business entities/organisations which are interested in submitting an Expression of Interest must state their registration number if they are registered in the United Nations Global Market Place.

This Call for Expressions of Interest is not a public call for proposals. The ICC reserves the right to amend or cancel this Call for Expressions of Interest at any time.

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**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 Central 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: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**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 Central 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. 126435

**EOI Reference Number: 126435**

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

1. Telephone:

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

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